



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

December 12, 2023, 5:30 pm - 8:25 pm

Zoom Meeting Link:

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

Passcode: 2918

Meeting ID: 916 5857 7844

Call in: 1-253-215-8782

Work Session Topic List

5:30 pm – 6:30 pm

1. Topic List Review, *All*
2. Staff Presentation: 2024 Growers Conference, *Nora White*
3. 2023 WACD Annual Meeting Debrief, *Doug Rushton & Sarah Moorehead*
4. 2024 Board Priorities, *All*
5. Conservation and Education Center (CEC) Development, *All*
6. New Office Update, *Sarah Moorehead*
7. Important Updates & Announcements
 - a. Board of Supervisors, *All*
 - b. Executive Director, *Sarah Moorehead (Executive Director)*

Board Meeting

7:00 pm – 8:25 pm

- | | |
|--|----------------------|
| 1. Welcome, Introductions, Audio Recording Announcement | 7:00 PM
5 minutes |
| 2. Agenda Review | 7:05 PM
5 minutes |
| 3. Consent Agenda – <i>Action Item</i> | 7:10 PM |
| A. November 21, 2023, Board Work Session & Meeting Minutes | 5 minutes |
| B. November 2023 Financial Report | |
| C. FY23-25 WSCC Shellfish Cost Share Addendum | |
| D. FY23-25 Shore Friendly South Sound ILA Amendment | |
| E. 12-2023 Items to Surplus | |
| 4. Public Comment | 7:15 PM |

*Three minutes per person

10 minutes

5. Partner Reports (if present)

7:25 PM

A. Natural Resources Conservation Service (NRCS), *Lynn Khuat*

15 minutes

B. Washington State Department of Ecology (ECY), *Molly Paige*

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

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

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

6. Governance, All – Action Item

7:40 PM

A. January 23, 2024 Work Session Topic List & Meeting Agenda Development

5 minutes

7. 2024 Thurston Conservation District Budget, All – Action Item

7:45 PM

5 minutes

8. Executive Session: To review the performance of the Executive Director

7:50 PM

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

30 minutes

9. Executive Session Report Out – Action Item

8:20 PM

5 minutes

Adjourn

8:25 PM

Informational Only Items:

I. Executive Director's Report

Future Important Dates

December 2023

Christmas Day, TCD Office Closed

December 25

January 2024

New Years Day, TCD Office Closed

January 1

Martin Luther King Day, TCD Office Closed

January 15

WSCC Meeting, Whatcom CD (virtual tour), Lacey location

January 18

2024 Board of Supervisor Election Candidate Filing Deadline

January 22

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

January 23

February 2024

NACD Annual Meeting, San Diego, CA

February 10-14

Presidents Day, TCD Office Closed

February 19

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

February 27

March 2024

TCD Annual Native Plant Festival & Sale	March 2
Board of Supervisor Election Day	March 19
WSCC Commission Meeting	March 20-21
31 st Annual Student Green Congress	March 21
TCD Board Work Session & Meeting 5:00 - 7:30 pm In-person and Virtual (Zoom)	March 26

Item

3



Thurston Conservation District Consent Agenda Decision Sheet December 12, 2023 Board Meeting

-
- A. November 21, 2023 Board Meeting and Work Session Minutes
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- B. November 2023 Financial Report
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- C. FY23-25 Shellfish Cost Share Addendum
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☒ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- D. FY23-25 Shore Friendly South Sound ILA Amendment
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting
- E. 12-2023 Items to Surplus
- a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
☐ Passed ☐ Moved for discussion during meeting ☐ Tabled to a future meeting

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, WASHINGTON ON
December 12, 2023, AND EFFECTIVE IMMEDIATELY

SIGNED:

TJ Johnson, Board Chair

Helen Wheatley, Board Vice-Chair

David Iyall, Board Auditor

Doug Rushton, Board Member

Betsie DeWreede, Board Member

Attest: Sarah Moorehead, Executive Director

Thurston Conservation District Board of Supervisors

Work Session Minutes

November 21, 2023

Hybrid: In-Person and Virtual on Zoom

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

Actual Meeting Time: 5:00 pm – 5:56 pm



Present at Work Session:

TJ Johnson, TCD Board Chair

Helen Wheatley, TCD Board Vice Chair

David Iyall, TCD Board Supervisor

Betsie DeWreede, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Jae Townsend, TCD Staff

Kirsten Hill, TCD Staff

- 1 **1.** Topic List Review, *All*
- 2 **2.** Staff Presentation: TCD-Owned Media Analysis, *Jae Townsend*
- 3 **3.** Review of 2024 Priorities, *All*
- 4 **4.** Conservation and Education Center (CEC), *All*
- 5 **5.** Important Updates & Announcements
- 6 a. Board of Supervisors, *All*
- 7 b. Executive Director, *Sarah Moorehead (Executive Director)*

Respectfully,

TJ Johnson, TCD Board Chair

Thurston Conservation District Board of Supervisors

Regular Board Meeting Minutes

November 21, 2023

Hybrid: In-Person and Virtual on Zoom

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

Actual Meeting Time: 6:30 pm – 7:39 pm



Present at Meeting:

TJ Johnson, TCD Board Chair

Helen Wheatley, TCD Board Vice Chair

David Iyall, TCD Board Supervisor

Betsie DeWreede, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Ben Cushman, TCD Legal Counsel

Sophia Barashkoff, TCD Staff

Molly Paige, Department of Ecology (DOE)

Jean Fike, Washington State Conservation

Commission (WSCC)

Summary of Action Items

- None.

Summary of Motions Passed

Supervisor Rushton moved to approve the Amended Agenda. Supervisor Iyall seconded.

Motion passed unanimously, (5-0).

Supervisor DeWreede moved to approve the Consent Agenda. Supervisor Wheatley seconded.

Supervisors Johnson and Rushton abstained. Motion passed unanimously, (3-0).

Supervisor Rushton moved to approve the TCD Resolution #2023-06 Establishing the Date, Time, Place and Method of the 2024 TCD Election. Supervisor Iyall seconded. Motion passed unanimously, (5-0).

Supervisor Iyall moved to approve the Tilley Court Lease Agreement (582 Tilley Ct SE, Tumwater, 98512). Supervisor DeWreede seconded. Motion passed unanimously, (5-0).

Supervisor Iyall moved to adjourn the November 21, 2023 TCD Board Meeting. Supervisor Wheatley seconded. Motion passed unanimously, (5-0).

Full Version of the Minutes

Welcome & Introductions

At 6:30 pm, TCD Board Chair TJ Johnson called the November 21, 2023 Regular Board Meeting to order. TCD Board, Staff, members of the public, and Legal Counsel were introduced by the Board Chair. For each vote, TCD Board Chair Johnson called out Supervisors by name. He announced that the meeting was being video recorded. TCD Supervisors Johnson, Wheatley, Iyall and DeWreede attended the meeting virtually. Supervisor Rushton and Executive Director Moorehead attended the meeting in person at the TCD office.

21 **Agenda Review**

22 Supervisor Rushton asked for more time to discuss item 6C in the Governance section of the
23 agenda.

24 ***Supervisor Rushton moved to approve the amended Agenda. Supervisor Iyall seconded.***
25 ***Motion passed unanimously, (5-0).***

26 **Consent Agenda**

27 A. October 24, 2023, Board Work Session & Meeting Minutes

28 ***Supervisor DeWreede moved to approve the Consent Agenda. Supervisor Wheatley seconded.***
29 ***Supervisors Johnson and Rushton abstained. Motion passed unanimously, (3-0).***

30 **Public Comment**

31 No public members commented.

32 **Partner Reports**

33 A. Natural Resources Conservation Service (NRCS) Update, TBD

- 34 • NRCS has not yet hired the new local field office staff member.
- 35 • An update was not provided.

36 B. Department of Ecology (DOE) Update, Molly Paige

- 37 • Ms. Paige provided an update.

38 C. Washington State Conservation Commission (WSCC) Update, Jean Fike

- 39 • Ms. Fike provided an update.
- 40 • WSCC's search committee will announce the new Executive Director and his/her
- 41 start date at the November WSCC Commissioner's meeting.

42 D. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor and
43 WACD Board Member Rushton

- 44 • Supervisor Rushton provided an update.
- 45 • The WACD Legislative Day is January 25, 2024.
- 46 • A written update was provided in the Board Packet.

47 E. National Association of Conservation Districts (NACD) Update, TCD Supervisor and NACD
48 Board Member Rushton

- 49 • Supervisor Rushton provided an update.
- 50 • The NACD Annual meeting is scheduled for February 10-14, 2024 in San Diego.

51 **Governance**

52 A. 2024 Thurston Conservation District Budget

53 B. December 12, 2023 Work Session Topic List & Meeting Agenda Development

54 **Work Session**

- 55 • Topic List Review, All
- 56 • Staff Presentation: Growers Conference, Nora Carman-White

- 57 • Conservation & Education Center (CEC) Development, *All*
- 58 • New Office Update, *Sarah Moorehead*
- 59 • WACD Conference Recap, *All*
- 60 • Important Updates & Announcements
- 61 ○ Board of Supervisors, *All*
- 62 ○ Executive Director, *Sarah Moorehead*

63 **Board Meeting Agenda**

- 64 • Welcome, Introductions, Audio Recording Announcement
- 65 • Agenda Review
- 66 • Consent Agenda
 - 67 ○ November 21, 2023 Board Work Session & Meeting Minutes
 - 68 ○ November 2023 Financial Report
- 69 • Public Comment
- 70 • Partner Reports (if present)
 - 71 ○ Natural Resources Conservation Service
 - 72 ○ Washington State Department of Ecology
 - 73 ○ Washington State Conservation Commission
 - 74 ○ Washington Association of Conservation Districts
 - 75 ○ National Association of Conservation Districts
- 76 • 2024 Budget Approval
- 77 • Governance, *All*
 - 78 ○ January 23, 2023 Work Session Topic List & Meeting Agenda Development
- 79 • 2024 Budget Approval, *All*
- 80 • *Executive Session: To review the performance of the executive director.*

81 **C. Review of 2024 WACD Annual Meeting Resolutions**

82 **TCD Resolution #2023 – 06: Establishing the Date, Time, Place and Method of the 2024 TCD**

83 **Election**

84 ***Supervisor Rushton moved to approve the TCD Resolution #2023-06 Establishing the Date,***
85 ***Time, Place and Method of the 2024 TCD Election. Supervisor Iyall seconded. Motion passed***
86 ***unanimously, (5-0).***

87 **Executive Session: To consider the selection of a site or the acquisition of real estate**

88 ***RCW 42.30.110 (1b) To consider the selection of a site or the acquisition of real estate by lease***
89 ***or purchase when public knowledge regarding such consideration would cause a likelihood of***
90 ***increased price.***

91 The Executive Session opened at 7:11 pm to last no more than 15 minutes and concluded at
92 7:24 pm. In attendance: TCD Board Supervisors Johnson, Wheatley, Iyall, DeWreede, and
93 Rushton; TCD Legal Counsel Ben Cushman; and Executive Director Moorehead.

94 **Executive Session Report Out**
95 ***Supervisor Iyall moved to approve the Tilley Court Lease Agreement (582 Tilley Ct SE,***
96 ***Tumwater, 98512). Supervisor DeWreede seconded. Motion passed unanimously, (5-0).***

97 **Executive Session: To discuss the performance of the Executive Director**
98 ***RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to***
99 ***review the performance of a public employee.***

100 The Executive Session opened at 7:25 pm to last no more than 15 minutes and concluded at
101 7:36 pm. In attendance: TCD Board Supervisors Johnson, Wheatley, Iyall, DeWreede, and
102 Rushton.

103 **Executive Session Report Out**
104 No action was taken.

105 ***Supervisor Iyall moved to adjourn the November 24, 2023 TCD Board Meeting. Supervisor***
106 ***Wheatley seconded. Motion passed unanimously, (5-0).***

107 **Adjourn 7:39 pm**

Respectfully,

TJ Johnson, TCD Board Chair

Thurston Conservation District

November 2023 Financial Notes



Year to Date (YTD) & October Profit & Loss (P&L)

1. The District accrued its 2nd big Rates & Charges payment in October (\$201,866), resulting in a YTD net income of nearly \$200,000 for the year.
2. Pre-orders for the 2024 plant sale have been coming in, generating \$13,754 in income for October.
3. TCD saw a bit of income from the Harvest Festival: \$129 “swag shop” items purchased, a \$86 private donation, and \$2,375 from the farm equipment auction.

Profit & Loss Previous Year Comparison

4. As of October 31, Soil Testing income is down a bit (7%) from the record-setting year we had in 2022.
5. Income from plant sales seems to be growing every year and 2023 is no exception. Plant sale income is up 19% from last year.
6. Partner Fee for Service income is also up (89%) from 2022.
7. Both SS Green and the Education & Outreach team have reinstated their internship programs. Causing intern stipend expenses to increase by 473%.

Balance Sheet

8. It doesn't appear in this report, but the savings account balances were moved from Timberland to Beneficial State Bank on November 16 and the \$100,000 loan to the Checking account from the Reserve account was repaid on the same day.

Unrestricted Budget vs Actual

9. The end-of-the year rush unexpectedly brought Poultry Processor rental income up and over the budgeted amount.
10. The Audit & Accounting account is over budget. This is due to two unanticipated costs: 1) we added a user to QBs to help process accounts payables transactions; and 2) we had an increase in staff, which added users to TCD's timekeeping software. Finance staff accounted for these increased costs in the 2024 budget.

12:39 PM

12/05/23

Accrual Basis

Thurston Conservation District
Profit & Loss
January through October 2023

	Jan - Oct 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	5,955.23
3451120 · Nutrient Spreader Rentals	763.22
3451121 · No-Till Drill Rentals	299.17
3451130 · Poultry Equipment & Tool Rentals	1,982.77
3451140 · Plant Sales	40,233.44
3451150 · Partner Fee for Service	20,869.49
Total 3451100 · Soil/Water Conservation Service	70,103.32
3417000 · Sales of Merchandise	128.77
Total 3400000 · Charges for Goods and Services	70,232.09
3300000 · Grant Revenues	3,110,207.55
3600000 · Miscellaneous Revenues	
3691000 · Sale of Surplus	2,375.00
3685000 · Special Assessments - Service	536,160.21
3670000 · Nongovernmental Contributions	1,186.00
3610000 · Interest and Other Earnings	273.12
3620000 · Rents and Leases	691.02
Total 3600000 · Miscellaneous Revenues	540,685.35
Total Income	3,721,124.99
Gross Profit	3,721,124.99
Expense	
Equipment Allocation	0.00
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	1,450,894.58
5314000 · Intern Stipends	13,740.00
5314101 · Legal Fees & Services	30,003.25
5314102 · Audit & Accounting	7,357.75
5314103 · Computer Services	22,110.49
5314100 · Professional Services	582,865.41
5314400 · Advertising	2,437.24
5314203 · Printing Services	11,254.87
5314104 · Janitorial Services	6,600.00
5314501 · Office Rent	43,680.00
5314700 · Utilities	6,014.25
5314503 · Equipment Leases	4,261.50
5314504 · Vehicle Leases	5,125.27
5314200 · Communications	11,913.61
5313102 · Photocopier Usage	995.43
5354800 · Repairs & Maintenance	9,496.89
5314505 · Software Licenses	12,917.26
5313101 · Office Supplies	3,551.87
5314202 · Postage & Shipping	2,910.73
5314902 · Organizational Dues	6,621.89
5314307 · Licenses and Permits	1,155.75
5314117 · Soil Testing	3,884.34
5313401 · Plants for Resale	39,881.84
Project Expenses	58,443.13
5314310 · Board Meeting Snacks	526.58
5314302 · Staff - Conference & Training	7,025.10
5314306 · Board - Conference & Training	28.00
5314300 · Staff - Travel	18,644.54
5314119 · Cultural Resources	41,153.40
5314108 · Construction & Restoration Work	601,630.72
5314109 · Cost Share	255,825.70
5314110 · Bank Fees & Interest Charges	675.21
5314600 · Liability Insurance Premiums	25,893.18
66300 · Sales Tax Adjustments	118.02
66900 · Reconciliation Discrepancies	0.01
5945360 · Capital Outlays	
5945368 · Rental Equipment	60,965.26
5945367 · Restoration Equipment	76,002.12
5945363 · Equipment & Office Furniture	2,770.58
5945364 · Computer Hardware	10,608.50
5945366 · Vehicle Purchases	81,618.26
Total 5945360 · Capital Outlays	231,964.72
Total Expense	3,521,602.53
Net Ordinary Income	199,522.46
Net Income	199,522.46

12:40 PM

12/05/23

Accrual Basis

Thurston Conservation District

Profit & Loss

October 2023

	Oct 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	643.95
3451121 · No-Till Drill Rentals	33.84
3451130 · Poultry Equipment & Tool Rentals	331.14
3451140 · Plant Sales	13,754.01
	<hr/>
Total 3451100 · Soil/Water Conservation Service	14,762.94
3417000 · Sales of Merchandise	128.77
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Total 3400000 · Charges for Goods and Services	14,891.71
3300000 · Grant Revenues	287,625.07
3600000 · Miscellaneous Revenues	
3691000 · Sale of Surplus	2,375.00
3685000 · Special Assessments - Service	201,865.77
3670000 · Nongovernmental Contributions	86.00
3610000 · Interest and Other Earnings	2.52
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Total 3600000 · Miscellaneous Revenues	204,329.29
Total Income	506,846.07
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Gross Profit	506,846.07
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	164,709.54
5314101 · Legal Fees & Services	2,000.00
5314102 · Audit & Accounting	402.86
5314103 · Computer Services	3,972.00
5314100 · Professional Services	88,224.57
5314400 · Advertising	1,073.32
5314203 · Printing Services	970.91
5314104 · Janitorial Services	600.00
5314501 · Office Rent	4,368.00
5314700 · Utilities	589.10
5314503 · Equipment Leases	1,248.13
5314504 · Vehicle Leases	500.82
5314200 · Communications	1,233.44
5313102 · Photocopier Usage	221.95
5354800 · Repairs & Maintenance	165.33
5314505 · Software Licenses	1,964.67
5313101 · Office Supplies	121.53
5314202 · Postage & Shipping	196.61
5314902 · Organizational Dues	892.00
5314307 · Licenses and Permits	177.25
5314117 · Soil Testing	634.83
5313401 · Plants for Resale	1,607.96
Project Expenses	10,675.34
5314310 · Board Meeting Snacks	53.92
5314302 · Staff - Conference & Training	642.82
5314300 · Staff - Travel	1,073.63
5314108 · Construction & Restoration Work	96,085.50
5314110 · Bank Fees & Interest Charges	25.00
5314600 · Liability Insurance Premiums	2,726.25
66300 · Sales Tax Adjustments	0.00
5945360 · Capital Outlays	
5945368 · Rental Equipment	2,536.15
5945364 · Computer Hardware	15.32
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Total 5945360 · Capital Outlays	2,551.47
Total Expense	389,708.75
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Net Ordinary Income	117,137.32
	<hr/>
Net Income	117,137.32
	<hr/> <hr/>

Thurston Conservation District
Profit & Loss Prev Year Comparison
January through October 2023

	Jan - Oct 23	Jan - Oct 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	5,955.23	6,429.23	-474.00	-7.4%
3451120 · Nutrient Spreader Rentals	763.22	495.64	267.58	54.0%
3451121 · No-Till Drill Rentals	299.17	0.00	299.17	100.0%
3451130 · Poultry Equipment & Tool Rentals	1,982.77	1,464.44	518.33	35.4%
3451140 · Plant Sales	40,233.44	33,685.81	6,547.63	19.4%
3451150 · Partner Fee for Service	20,869.49	11,054.39	9,815.10	88.8%
Total 3451100 · Soil/Water Conservation Service	70,103.32	53,129.51	16,973.81	32.0%
3417000 · Sales of Merchandise	128.77	597.90	-469.13	-78.5%
Total 3400000 · Charges for Goods and Services	70,232.09	53,727.41	16,504.68	30.7%
3300000 · Grant Revenues	3,110,207.55	1,369,203.71	1,741,003.84	127.2%
3600000 · Miscellaneous Revenues				
3691000 · Sale of Surplus	2,375.00	0.00	2,375.00	100.0%
3699100 · Miscellaneous Other	0.00	1,731.51	-1,731.51	-100.0%
3685000 · Special Assessments - Service	536,160.21	536,412.19	-251.98	-0.1%
3670000 · Nongovernmental Contributions	1,186.00	26,725.56	-25,539.56	-95.6%
3610000 · Interest and Other Earnings	273.12	167.71	105.41	62.9%
3620000 · Rents and Leases	691.02	671.98	19.04	2.8%
Total 3600000 · Miscellaneous Revenues	540,685.35	565,708.95	-25,023.60	-4.4%
Total Income	3,721,124.99	1,988,640.07	1,732,484.92	87.1%
Gross Profit	3,721,124.99	1,988,640.07	1,732,484.92	87.1%
Expense				
Equipment Allocation	0.00	0.00	0.00	0.0%
Vehicle Allocation	0.00	0.00	0.00	0.0%
Overhead Allocation	0.00	0.00	0.00	0.0%
5531000 · Salaries & Benefits	1,450,894.58	1,130,139.31	320,755.27	28.4%
5314000 · Intern Stipends	13,740.00	2,397.61	11,342.39	473.1%
5314101 · Legal Fees & Services	30,003.25	18,000.00	12,003.25	66.7%
5314102 · Audit & Accounting	7,357.75	11,673.91	-4,316.16	-37.0%
5314103 · Computer Services	22,110.49	20,580.51	1,529.98	7.4%
5314100 · Professional Services	582,865.41	73,313.58	509,551.83	695.0%
5314400 · Advertising	2,437.24	3,965.44	-1,528.20	-38.5%
5314203 · Printing Services	11,254.67	1,789.63	9,465.24	528.9%
5314104 · Janitorial Services	6,600.00	6,382.50	217.50	3.4%
5314501 · Office Rent	43,680.00	43,680.00	0.00	0.0%
5314700 · Utilities	6,014.25	5,262.41	751.84	14.3%
5314503 · Equipment Leases	4,261.50	11,058.81	-6,797.31	-61.5%
5314504 · Vehicle Leases	5,125.27	4,796.20	329.07	6.9%
5314200 · Communications	11,913.61	10,180.45	1,733.16	17.0%
5313102 · Photocopier Usage	995.43	587.03	408.40	69.6%
5354800 · Repairs & Maintenance	9,496.89	7,010.68	2,486.21	35.5%
5314505 · Software Licenses	12,917.26	8,508.45	4,408.81	51.8%
5313101 · Office Supplies	3,551.87	3,199.38	352.49	11.0%
5314202 · Postage & Shipping	2,910.73	1,412.81	1,497.92	106.0%
5314902 · Organizational Dues	6,621.89	5,855.60	766.29	13.1%
5314307 · Licenses and Permits	1,155.75	0.00	1,155.75	100.0%
5314117 · Soil Testing	3,884.34	3,727.09	157.25	4.2%
5313401 · Plants for Resale	39,881.84	26,626.35	13,255.49	49.8%
Project Expenses	58,443.13	31,406.89	27,036.24	86.1%
5314310 · Board Meeting Snacks	526.58	0.00	526.58	100.0%
5314302 · Staff - Conference & Training	7,025.10	8,805.45	-1,780.35	-20.2%
5314306 · Board - Conference & Training	28.00	875.00	-847.00	-96.8%
5314300 · Staff - Travel	18,644.54	8,366.41	10,278.13	122.9%
5314301 · Board Travel	0.00	58.76	-58.76	-100.0%
5314119 · Cultural Resources	41,153.40	5,959.00	35,194.40	590.6%
5314108 · Construction & Restoration Work	601,630.72	234,299.34	367,331.38	156.8%
5314109 · Cost Share	255,825.70	67,923.58	187,902.12	276.6%
5314110 · Bank Fees & Interest Charges	675.21	661.03	14.18	2.2%
5314600 · Liability Insurance Premiums	25,893.18	21,613.84	4,279.34	19.8%
66300 · Sales Tax Adjustments	118.02	96.16	21.86	22.7%
66900 · Reconciliation Discrepancies	0.01	0.00	0.01	100.0%
5945360 · Capital Outlays				
5945368 · Rental Equipment	60,965.26	4,866.03	56,099.23	1,152.9%
5945367 · Restoration Equipment	76,002.12	3,667.63	72,334.49	1,972.2%
5945363 · Equipment & Office Furniture	2,770.58	23,082.37	-20,311.79	-88.0%
5945364 · Computer Hardware	10,608.50	9,806.81	801.69	8.2%
5945365 · Machinery and Tools	0.00	442.64	-442.64	-100.0%
5945366 · Vehicle Purchases	81,618.26	49,539.00	32,079.26	64.8%
Total 5945360 · Capital Outlays	231,964.72	91,404.48	140,560.24	153.8%
Total Expense	3,521,602.53	1,871,617.69	1,649,984.84	88.2%
Net Ordinary Income	199,522.46	117,022.38	82,500.08	70.5%
Net Income	199,522.46	117,022.38	82,500.08	70.5%

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12/05/23

Accrual Basis

Thurston Conservation District

Balance Sheet

As of October 31, 2023

	Oct 31, 23
ASSETS	
Current Assets	
Checking/Savings	
3088010 · Checking-103 Beneficial	160,682.53
3081001 · Checking-7444 Timberland	294,363.99
3088020 · Savings Accounts	
3088021 · Saving-116 Beneficial Reserve	200.18
3088022 · Saving-129 Beneficial CEC	200.18
3082002 · Saving-6568 Reserve Fund	2.88
3082003 · Saving-2410 Education Center	1.30
Total 3088020 · Savings Accounts	404.54
3088030 · Counter Cash	100.00
3088040 · PayPal Account	7,266.71
3088050 · WooCommerce Account	81.55
Total Checking/Savings	462,899.32
Accounts Receivable	428,870.50
Other Current Assets	
3090500 Prepaid Accounts	
3090501 · 309.05.01 Prepaid Insurance	27,730.50
3090506 · Security Deposit - Ferguson ST	3,835.00
Total 3090500 Prepaid Accounts	31,565.50
3091000 · 309.10.00 Inventory Asset	2,770.56
3092000 · 309.20.00 Cash on Hand	271,186.63
Total Other Current Assets	305,522.69
Total Current Assets	1,197,292.51
TOTAL ASSETS	1,197,292.51
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	128,998.48
Credit Cards	13,403.46
Other Current Liabilities	
3861100 · Sales Tax Payable	1,414.71
3861000 · Payroll Liabilities	131,266.58
Total Other Current Liabilities	132,681.29
Total Current Liabilities	275,083.23
Total Liabilities	275,083.23
Equity	922,209.28
TOTAL LIABILITIES & EQUITY	1,197,292.51

2023 Unrestricted Budget vs Actual



October 83.33%

	Account Name	2023 Mid-Year Revised Budget	2023 Actual	\$ Over Budget	% of Budget
1	<input checked="" type="checkbox"/> Income	1,030,703	963,551	-67,151	93.48%
2	<input checked="" type="checkbox"/> Retail Sales	62,628	63,788	1,160	101.85%
3	<input checked="" type="checkbox"/> Food Production and Consumption	1,600	1,983	383	123.92%
4	Poultry Equipment & Tool Rentals	1,600	1,983	383	123.92%
5	<input checked="" type="checkbox"/> Soil Conservation and Health	8,900	7,018	-1,882	78.85%
6	Soil Testing	8,000	5,955	-2,045	74.44%
7	Nutrient Spreader Rentals	900	763	-137	84.80%
8	No-Till Drill Rentals	0	299.17	299.17	N/A
9	<input checked="" type="checkbox"/> Community Outreach and Education	49,546	42,623	-6,923	86.03%
10	Plant Sales	49,546	40,233	-9,313	81.20%
11	TCD Swag Shop	0	15	15	N/A
12	Auction Income	2,375	2375	0	100.00%
13	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,607	11,134	9,527	692.86%
14	Partner Fee for Service - Restoration Crew	1,607	11,134	9,527	692.86%
15	<input checked="" type="checkbox"/> Other Income	975	1,030	55	105.65%
16	Contributions Private	0	86	86	N/A
17	Rental Income	800	671	-129	83.87%
18	Interest Income	175	273	98	156.07%
19	Miscellaneous Income	0	0	0	N/A
20	<input checked="" type="checkbox"/> Grant Revenue	148,935	157,198	8,263	105.55%
22	Rates and Charges	559,611	536,160	-23,451	95.81%
23	<input checked="" type="checkbox"/> Overhead	259,529	206,405	-53,123	79.53%
24	Overhead Allocation	242,133	190,590	-51,543	78.71%
25	Vehicle Allocation	17,396	15,815	-1,581	90.91%
26	Cash Surplus / 2022 Carry Overs	59,011	0	-59,011	0.00%
27	<input checked="" type="checkbox"/> Program Allocation	440,435	414,903	-25,532	94.20%
28	<input checked="" type="checkbox"/> Local Food Production and Consumption	20,606	22,943	2,337	111.34%
29	Poultry Equipment Rentals	22,981	22,943	-38	99.84%
30	<input checked="" type="checkbox"/> Producer Support & Preservation and Expansion of Working Lands	3,935	1,546	-2,389	39.29%
31	Working Lands Preservation Initiative	3,935	1,546	-2,389	39.29%
32	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,446	1,841	395	127.34%
33	Restoration Crew & Equipment	1,446	1,841	395	127.34%
34	<input checked="" type="checkbox"/> Soil Conservation and Health	44,921	36,308	-8,612	80.83%
35	Soil Health Testing	34,500	25,700	-8,800	74.49%
36	Nutrient Spreader Rentals	10,421	8,416	-2,005	80.76%
37	No-Till Drill Rentals	0	2193.18	2193.18	N/A
38	<input checked="" type="checkbox"/> Community Outreach and Engagement	216,603	203,139	-13,464	93.78%
39	Conservation & Education Center	79,045	83,112	4,067	105.15%
40	District Communications	68,750	55,178	-13,572	80.26%
41	Plant Sale	57,805	54,473	-3,332	94.24%

	Account Name	2023 Mid-Year Revised Budget	2023 Actual	\$ Over Budget	% of Budget
42	Elections	11,003	10,376	-626	94.31%
43	<input type="checkbox"/> Adult and Youth Conservation Education	54,800	54,800	-0	100.00%
44	South Sound Green	46,300	46,300	-0	100.00%
45	Teens in Thurston Volunteer Program	5,000	5,000	0	100.00%
46	Envirothon	3,500	3,500	0	100.00%
47	<input type="checkbox"/> Climate Change Adaptation & Mitigation and Other Strategic Plan Priorities	98,125	94,326	-3,799	96.13%
48	Conservation TA	98,125	94,326	-3,799	96.13%
49	<input type="checkbox"/> Expense	592,978	474,936	-118,042	80.09%
50	Administrative Salaries & Benefits	294,000	252,662	-41,338	85.94%
51	<input type="checkbox"/> Professional Services	74,143	61,574	-12,569	83.05%
52	Legal Services	34,000	30,003	-3,997	88.24%
53	Audit & Accounting	6,500	7,007	507	107.81%
54	Computer Services	30,643	22,006	-8,638	71.81%
55	Professional Services	3,000	2,558	-443	85.25%
56	<input type="checkbox"/> Facility, Vehicles and Maintenance	154,335	111,250	-43,085	72.08%
57	Janitorial Services	7,800	6,600	-1,200	84.62%
58	Office Rent	50,000	41,080	-8,920	82.16%
59	Utilities	7,300	5,884	-1,416	80.61%
60	Equipment Leases	3,600	3,117	-484	86.57%
61	Vehicle Leases	5,775	5,125	-650	88.75%
62	5966604 · Vehicle Purchase	20,000	20,000	0	100.00%
63	Office Move	23,000	0	-23,000	0.00%
64	Communications	12,710	11,396	-1,314	89.66%
65	Photocopier Usage	1,100	995	-105	90.49%
66	Repairs & Maintenance	3,300	2,499	-801	75.72%
67	Computer Hardware Purchases	4,500	4,529	29	100.65%
68	Computer Software	12,250	9,625	-2,625	78.57%
69	Equipment & Office Furniture	3,000	400	-2,600	13.34%
70	<input type="checkbox"/> Supplies	10,750	9,097	-1,653	84.62%
71	Office Supplies	4,450	3,064	-1,386	68.85%
72	Postage & Shipping	300	164	-136	54.66%
73	Organizational Dues & Licenses	6,000	5,869	-131	97.81%
74	<input type="checkbox"/> Conferences, Training and Travel	24,600	13,831	-10,769	56.23%
75	Staff Conference & Training Fees	9,000	3,089	-5,911	34.33%
76	Board Conference and Training Fees	2,500	555	-1,945	22.18%
77	Staff Travel	11,600	10,188	-1,412	87.82%
78	Board Travel	1,500	0	-1,500	0.00%
79	<input type="checkbox"/> Insurance and Banking	35,150	26,522	-8,628	75.45%
80	Bank Fees & Interest Charges	650	629	-21	96.76%
81	Liability Insurance Premiums	34,500	25,893	-8,607	75.05%
82	Late Fees & Penalties	0	0	0	N/A
83	<input type="checkbox"/> Savings	56,300	0	-56,300	0.00%
84	Reserve Fund	37,500	0	-37,500	0.00%
85	Conservation Education Center Savings Plan	18,800	0	-18,800	0.00%
86	Net Income (Surplus or Deficit)	-0	73,712	73,712	N/A

2023 Restricted Budgets vs Actuals



As of October 31, 2023

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2023 Budget	2023 Actual	2023 Remaining Budget	% of Total Time	% of Total Budget Spent
1	RCO											
2	ASRP Riverbend Phase 2	R050	20-1908	03/28/22	06/30/27	7,674,839	6,861,140	655,070	727,605	-72,536	30.35%	10.60%
3	SRFB Cozy Valley	R060	21-1089C	09/23/21	12/30/24	132,778	50,107	93,563	50,426	43,137	64.35%	62.26%
4	ESRP Zangle Cove	R070	20-1517R	07/01/21	12/31/23	110,072	46,563	105,927	59,364	46,563	93.33%	57.70%
5	Oregon Spotted Frog (OSF) Outreach	R080		01/01/23	01/01/25	32,550	24,729	25,100	7,821	17,279	41.53%	24.03%
6	ESRP Lower Eld Bulkhead Removal	R090		07/01/23	07/01/26	125,200	124,787	10,700	413	10,287	11.21%	0.33%
7	Federal											
8	Frogs on Farm Cost Share	US80		08/15/20	08/15/25	93,135	71,472	21,340	13,577	7,763	64.20%	23.26%
9	USFWS Restoring South Sound Prairies	US90		07/01/22	07/01/27	160,000	119,319	3,589	3,618	-29	26.71%	25.43%
10	Zangle Cove PMEP	US100		09/30/22	09/30/24	40,000	0	40,000	40,000	0	Closed	100.00%
11	DOE											
12	Deschutes	E100	WQC-2018-ThurCD-00174	07/01/19	04/30/23	218,752	71,855	85,990	14,135	71,855	Closed	67.15%
13	WSCC											
14	Skookumchuck Planting	W030	20-13-ER	04/01/20	12/31/24	744,780	219,495	98,135	16,693	81,441	75.40%	70.53%
15	FY21-23 Livestock	W025	22-13-LT	07/01/21	06/30/23	20,000	4	6,013	6,009	4	Closed	99.98%
16	FY23-25 Livestock	W025	24-13-LT	07/01/23	06/30/25	20,000	15,408	5,000	4,592	408	16.83%	22.96%
17	FY22-23 Wildfire Ready Neighbors (WRN)	W040	23-13-WRN	01/20/23	06/30/23	42,804	11,610	42,804	31,194	11,610	Closed	72.88%
18	FY21-25 Chehalis Flood Plain	W050	22-13-FL	09/01/21	06/30/25	261,333	133,007	175,300	42,294	133,007	56.54%	49.10%
19	FY21-23 CREP	W070	22-13-CE	07/01/21	06/30/23	88,870	26,792	78,060	51,268	26,792	Closed	69.85%
20	FY23-24 CREP	W070	24-13-CE	07/01/23	06/30/24	54,350	34,662	54,350	19,688	34,662	33.61%	36.22%
21	FY21-23 NRI Cost Share	W080	22-13-NR	07/01/21	06/30/23	99,927	52,403	92,581	40,178	52,403	Closed	47.56%
22	FY23-25 NRI Cost Share	W080	24-13-NR	08/21/23	06/30/25	81,222	76,495	31,419	4,727	26,691	10.59%	5.82%
23	FY22-23 Engineering	W100	23-13-PE	07/27/22	06/30/23	132,000	0	73,103	73,103	0	Closed	100.00%
24	FY23-24 Engineering	W100	24-13-PE	09/27/23	06/30/24	82,500	70,352	41,250	12,148	29,102	12.59%	14.72%
25	Meyer Salmon Recovery	W111	23-13-SRF	07/01/22	06/30/23	60,000	15,900	55,831	39,931	15,900	Closed	73.50%
26	Riparian Outreach, Assessment, and Restoration (ROAR) Project	W112	23-13-SRF	07/01/22	06/30/23	65,000	6,416	52,446	46,029	6,416	Closed	90.13%
27	Riparian Restoration (RRIP)	W113	23-13-SRF	07/01/22	06/30/23	410,000	6,575,987.	311,622	245,862	65,760	Closed	83.96%
28	Lower McLane Riparian Plantings	W114	23-13-SRF	12/09/22	06/30/23	22,550	1,003,825.	21,334	11,296	10,038	Closed	55.48%
29	Large Wood Acquisition	W115	23-13-SRF	03/21/23	06/30/23	6,250	97	6,250	6,153	97	Closed	98.45%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2023 Budget	2023 Actual	2023 Remaining Budget	% of Total Time	% of Total Budget Spent
30	FY22-23 Sustainable Farms and Fields	W120	23-13-SFF	12/16/22	06/30/23	103,348	4,823	103,348	98,525	4,823	Closed	95.33%
31	FY23-24 Sustainable Farms and Fields	W120	24-13-SFF	08/17/23	06/30/24	52,798	39,989	18,254	12,809	5,445	23.82%	24.26%
32	Forest Health and Community Wildfire Resiliency	W130	24-13-FH	09/22/23	06/30/25	471,000	467,885	16,639	3,115	13,524	6.17%	0.66%
33	FY21-25 Chehalis Lead	W150	22-13-RIT	10/01/21	06/30/25	72,000	19,575	41,539	21,964	19,575	55.59%	72.81%
34	Thurston County											
35	FY21-23 VSP	TC400		07/01/21	06/30/23	150,000	1,583	43,610	42,027	1,583	Closed	98.94%
36	FY21-23 VSP Cost Share	TC450		10/11/22	06/30/23	254,414	20,803	245,513	224,710	20,803	Closed	91.82%
37	FY23-25 VSP	TC400		07/01/23	06/30/25	227,500	174,479	57,194	53,021	4,172	16.83%	23.31%
38	FY23-25 VSP Cost Share	TC450		08/08/23	06/30/25	391,406	376,049	28,414	15,357	13,057	12.27%	3.92%
39	Miscellaneous											
40	ESRP Shore Friendly Phase 2	M035		07/01/21	06/30/23	340,458	65,547	147,921	82,374	65,547	Closed	80.75%
41	ESRP Shore Friendly Phase 3	M035		07/01/23	06/30/25	357,941	303,264	112,464	54,677	57,787	16.83%	15.28%
42	Agri-Park Feasibility Study GIS Work	M055		10/12/23	03/31/24	5,387	2,496	5,387	2,891	2,496	11.63%	53.67%
43	Orca Recovery Day	M060		07/01/19	until spent	7,490	0	1,175	1,175	0	N/A	100.00%
44	Bonneville ORD	M064		01/01/23	until spent	600	0	600	600	0	Closed	100.00%
45	City of Olympia Urban Ag	M065		01/01/23	12/31/23	129,500	78,080	129,500	51,421	78,080	83.29%	39.71%
46	Western SARE - Grassland Grazing	M070	WSARE-R2GR	09/01/21	12/31/23	20,273	0	12,105	12,105	0	Closed	100.00%
47	Sentinel Landscape Program (SLP)	M075		10/01/21	06/30/28	970,000	408,116	813,105	290,010	523,096	30.87%	57.93%
48	One Tree Planted	M085		09/03/21	until spent	33,076	29,705	30,087	381	29,705	N/A	10.19%
49	WCRII Prairie Habitat Enhancement	M095	2022-06	01/01/22	06/30/25	111,954	67,674	37,110	25,101	12,009	52.39%	39.55%
50	WFC Meyer Phase 2	M100		01/01/23	09/01/25	106,546	80,381	N/A	26,165	N/A	31.18%	24.56%
51	Pierce County Shellfish NTA	M600		07/01/23	09/30/23	40,000	7	40,000	39,993	7	Closed	99.98%
52	South Sound GREEN											
53	FY23 Interlocal	G019-SS		01/01/23	12/31/23	51,200	5,313	51,200	45,887	5,313	83.29%	89.62%
54	2023 ESD 113 Climate Education	G019.104		05/16/23	until spent	6,000	0	6,000	6,000	0	Closed	100.00%
55	NOAA B-WET	G019.106		01/01/22	07/31/23	12,881	0	8,483	8,483	0	Closed	100.00%
56	2023 McLane Trail	G019.107		09/01/23	12/31/23	5,000	5,000	5,000	0	5,000	50.00%	0.00%
57	NFWF Five Star	G019.108		09/01/23	06/30/24	12,375	12,359	5,000	16	4,984	20.07%	0.13%
58	RCO Outdoor Learning	G019.109		10/01/22	06/30/23	77,625	1	69,321	69,320	1	Closed	100.00%
59	OSD Outdoor Learning	G019.103		01/01/23	06/30/23	2,800	5	2,800	2,795	5	Closed	99.83%
60	FY23-25 Outdoor Learning	G019.109		10/01/23	06/30/25	38,825	29,681	1,200	840	360	4.85%	23.55%
61	Dawkins 2022	G019.28		01/01/22	until spent	25,000	0	13,350	13,350	0	Closed	100.00%
62	Dawkins 2023	G019.28		01/01/23	until spent	20,000	16,878	17,166	3,122	14,044	N/A	15.61%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2023 Budget	2023 Actual	2023 Remaining Budget	% of Total Time	% of Total Budget Spent
63	Embrace the Stream	G019.30		08/01/22	07/31/23	5,035	665	5,035	4,370	665	Closed	86.79%
64	TCC	TCC		01/01/18	until spent	9,853	0	174	174	0	N/A	100.00%
65	- Teens in Thurston Volunteer Program									0		
66	Nisqually TNT 2022	G019.60		01/19/22	until spent	4,000	0	1,975	1,975	0	Closed	100.00%
67	Nisqually TNT 2023	T070		01/06/23	until spent	5,375	4,887	5,375	488	4,887	N/A	9.08%
68	- Envirothon Program									0		
69	2022 Nisqually Indian Tribe Envirothon	T040		01/01/22	until spent	5,000	0	274	274	0	Closed	100.00%
70	2023 Chehalis Tribe Envirothon	T040		01/23/23	until spent	5,000	863	5,000	4,137	863	N/A	82.73%
71	2023 Pork Blakely Envirothon	T040		03/02/23	until spent	500	500	500	0	500	N/A	0.00%
72	- PARTNERS									0		
73	South Puget Sound Salmon Enhancement Group	P100		01/12/23	06/30/23	6,000	3,001	6,000	2,999	3,001	Closed	49.98%
74	OlyEcosystems	P400		05/02/23	09/01/23	16,500	9,788	16,500	6,712	9,788	Closed	40.68%
75	Wild Fish Conservancy (WFC)	P500		08/14/23	08/24/23	8,900	6,381	8,900	2,519	6,381	Closed	28.30%

Thurston Conservation District
Payment Report
October 2023

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	11728-1	10/01/2023	Facebook	Various	5314400 · Advertising	7.79
Credit Card Charge	11728-2	10/01/2023	Facebook	Various	5314400 · Advertising	37.96
Credit Card Charge	12044	10/01/2023	Home Depot	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	40.52
Credit Card Charge	11717	10/01/2023	Lowe's	RCO:R060 - SRFB Cozy Valley	5314107 · Project Supplies	71.11
Credit Card Charge	12045	10/01/2023	Lowe's	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	7.64
Credit Card Charge	12018	10/01/2023	Premier Supplies	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	216.27
Credit Card Charge	12019	10/01/2023	Valley Vet	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	361.02
Credit Card Charge	12033	10/02/2023	Harbor Freight	Various	5354800 · Repairs & Maintenance	156.76
Credit Card Charge	11694	10/03/2023	Goodwill	TCD Programs:T030 - District Communications	5314107 · Project Supplies	4.91
Credit Card Charge	12088	10/03/2023	Mill Outlet Lumber	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	2,647.20
Credit Card Charge	11670	10/03/2023	Shell Gas	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	101.86
Credit Card Charge	11672	10/03/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314302 · Staff - Conference & Training	44.59
Credit Card Charge	11698	10/03/2023	Wal Mart	MISC:M100 - WFC Meyer Phase 2	5314107 · Project Supplies	5.44
Credit Card Charge	12051	10/04/2023	Amazon	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	35.38
Credit Card Charge	12052	10/04/2023	Amazon	Various	5314901 · Meeting & Event	67.89
Credit Card Charge	11674	10/04/2023	EMD Millipore	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	143.45
Credit Card Charge	11671	10/04/2023	Federal Express	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	241.78
Credit Card Charge	11676	10/05/2023	Big Lots	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	75.38
Check	EFT	10/05/2023	Delta Dental		5531022 · Dental Benefits	1,618.40
Credit Card Charge	11677	10/05/2023	Haggen	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	51.21
Credit Card Charge	11699	10/05/2023	Home Depot	RCO:R050 - FY 22-27 ASRP Riverbend	5314107 · Project Supplies	14.15
Credit Card Charge	11685	10/05/2023	JoAnn	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	8.75
Check	EFT	10/05/2023	Regence - Health Care		5531021 · Medical Benefits	17,366.13
Check	EDT	10/05/2023	Wells Fargo		Wells Fargo	8,512.01
Credit Card Charge	11681	10/06/2023	Ace Hardware	GREEN:TCC:G019.28 Dawkins	5314107 · Project Supplies	6.12
Credit Card Charge	11682	10/06/2023	JoAnn	GREEN:TCC:G019.28 Dawkins	5314901 · Meeting & Event	4.37
Credit Card Charge	11693	10/06/2023	Kiperts	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	138.40
Credit Card Charge	11662	10/06/2023	Rocky Top Homebrew	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	75.74
Credit Card Charge	11696	10/06/2023	Rutledge Corn Maze	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	77.35
Credit Card Charge	11683	10/06/2023	Target	GREEN:TCC:G019.28 Dawkins	5314901 · Meeting & Event	15.87
Credit Card Charge	11679	10/06/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	43.14
Credit Card Charge	1258928182	10/07/2023	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	205.86
Credit Card Charge	11684	10/07/2023	Shell Gas	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	72.48
Credit Card Charge	11728-4	10/08/2023	Facebook	Various	5314400 · Advertising	175.00
Credit Card Charge	11702	10/09/2023	Dancing Goats	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	51.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	12005	10/09/2023	Haggen	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	5.46
Liability Check	EFT	10/09/2023	Internal Revenue Service		Payroll Tax Payable	13,559.14
Credit Card Charge	11695	10/09/2023	LUV Cookies	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	58.50
Credit Card Charge	11680	10/09/2023	WA St Dept of Licensing	WSCC:W100 - FY23-24 Engineering	5314307 · Licenses and Permits	116.00
Liability Check	EFT	10/09/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	18,954.55
Credit Card Charge	12006	10/10/2023	Amazon	Various	Meeting & Event & Office Supplies	98.18
Bill Pmt -Check	22147	10/10/2023	Christina Wagner	Various	Meeting & Event & Staff - Conference & Training	69.51
Bill Pmt -Check	22148	10/10/2023	Coastal Geologic Services	MISC:M035 - ESRP Shore Friendly	5314100 · Professional Services	3,002.50
Bill Pmt -Check	22149	10/10/2023	Community Farmland Trust	TCD Programs: T099 - Food Processing and Tools Rentals	5314501 · Office Rent	260.00
Bill Pmt -Check	22150	10/10/2023	H2 Pre-Cast Inc	RCO:R050 - FY 22-27 ASRP Riverbend	5314108 · Construction & Restoration Work	139,960.99
Bill Pmt -Check	22151	10/10/2023	Heartland LLC	TCD Programs:T021 - Conservation Education Center	5314100 · Professional Services	36,887.50
Bill Pmt -Check	22152	10/10/2023	Marguerite Abplanalp	Various	5314304 · Mileage	36.68
Bill Pmt -Check	22153	10/10/2023	Midwest Labs	TCD Programs:T098 - Soil Health Testing	5314117 · Soil Testing	634.83
Bill Pmt -Check	22154	10/10/2023	Minuteman Press	RCO:R050 - FY 22-27 ASRP Riverbend	5314203 · Printing Services	357.67
Bill Pmt -Check	22155	10/10/2023	Mountain Mist	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	34.99
Bill Pmt -Check	22156	10/10/2023	National Association of Conservation Dist	UNRESTRICTED:A010 - Administrative Expenses	5314902 · Organizational Dues	775.00
Bill Pmt -Check	22157	10/10/2023	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	434.40
Bill Pmt -Check	22158	10/10/2023	Pioneer Fire & Security, Inc	UNRESTRICTED:A010 - Administrative Expenses	5314704 · Security Monitoring	98.55
Bill Pmt -Check	22159	10/10/2023	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	5314700 · Utilities	358.22
Liability Check		10/10/2023	QuickBooks Payroll Service		Payroll	42,203.22
Credit Card Charge	3307062	10/10/2023	Right Networks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	23.00
Bill Pmt -Check	22160	10/10/2023	Salix Environmental Services	RCO:R060 - SRFB Cozy Valley	5314100 · Professional Services	9,750.00
Bill Pmt -Check	22161	10/10/2023	Sarah Moorehead_V	Various	5314300 · Staff - Travel	1,203.59
Bill Pmt -Check	22162	10/10/2023	Sharp's Trucking, LLC	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314901 · Meeting & Event	1,590.00
Bill Pmt -Check	22169	10/10/2023	Skookumchuck Grange	RCO:R050 - FY 22-27 ASRP Riverbend	5314502 · Site Rental	200.00
Credit Card Charge	11703	10/10/2023	Spuds	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	3.99
Bill Pmt -Check	22171	10/10/2023	Sydney Flemister	Various	5314108 · Construction & Restoration Work	1,350.00
Bill Pmt -Check	22163	10/10/2023	Taylor Sherrow	Various	5314108 · Construction & Restoration Work	50.00
Bill Pmt -Check	22164	10/10/2023	Thurston County Central Services	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	4,108.00
Bill Pmt -Check	22165	10/10/2023	ULINE	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314901 · Meeting & Event	2,448.19
Bill Pmt -Check	22166	10/10/2023	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	500.82
Bill Pmt -Check	22167	10/10/2023	WA St University Energy Program	UNRESTRICTED:A010 - Administrative Expenses	5314103 · Computer Services	3,972.00
Credit Card Charge	11701	10/10/2023	Wal Mart	TCD Programs:T030 - District Communications	5314107 · Project Supplies	45.99
Liability Check	22146	10/10/2023	WSCCE - Council 2		3861008 · Union Dues	922.45
Credit Card Charge	11700	10/11/2023	Vern's Food	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	315.36
Credit Card Charge	11705	10/12/2023	Enercalc	WSCC:W100 - FY23-24 Engineering	5314505 · Software Licenses	1,545.00
Credit Card Charge	11707	10/12/2023	Safeway	Various	5314901 · Meeting & Event	76.67
Credit Card Charge	11704	10/12/2023	South Bay Grange	Thurston County:TC400 - VSP	5314901 · Meeting & Event	250.00
Credit Card Charge	11709	10/12/2023	Tacoma Screw	TCD Programs:T096 - Soil Health Equipment Rentals	5354802 · Rental Equipment	8.57

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	11706	10/12/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	12.22
Credit Card Charge	5497471	10/14/2023	Buzzsprout	TCD Programs:T030 - District Communications	5374001 · Web Hosting and Maintenance	12.00
Credit Card Charge	11081	10/14/2023	Jimmy Johns	MISC:M085 - One Tree Planted	5314901 · Meeting & Event	312.84
Credit Card Charge	12034	10/15/2023	Go Daddy	GREEN:G019-SS GREEN Interlocal (Quarterly)	5374001 · Web Hosting and Maintenance	48.55
Credit Card Charge	11726	10/16/2023	Dancing Goats	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	51.00
Credit Card Charge	11719	10/16/2023	EMD Millipore	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	143.45
Credit Card Charge	11728-3	10/16/2023	Facebook	MISC:M060 - Orca Recovery	5314400 · Advertising	13.09
Credit Card Charge	11725	10/16/2023	LUV Cookies	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	39.00
Credit Card Charge	11740	10/16/2023	Tractor Supply	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	5.45
Credit Card Charge	12087	10/16/2023	Yelm Farm & Pet	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	1,517.03
Credit Card Charge	11530	10/17/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	55.82
Check	EFT	10/17/2023	Postal IA	UNRESTRICTED:A010 - Administrative Expenses	5314202 · Postage & Shipping	10.00
Credit Card Charge	12039	10/17/2023	The Bird Nerd	TCD Programs:T099 - Food Processing and Tools Rentals	5354800 · Repairs & Maintenance	58.00
Credit Card Charge	11712	10/18/2023	Amazon	Thurston County:TC400 - VSP	5945364 · Computer Hardware	15.32
Credit Card Charge	11718	10/18/2023	Amazon	GREEN:G019.30 Embrace a Stream	5314107 · Project Supplies	278.85
Credit Card Charge	12050	10/18/2023	Mill Outlet Lumber	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	141.18
Check	EFT	10/18/2023	Postal IA	UNRESTRICTED:A010 - Administrative Expenses	5314202 · Postage & Shipping	90.00
Credit Card Charge	11716	10/19/2023	Harbor Freight	GREEN:G019-SS GREEN Interlocal (Quarterly)	Project Expenses	144.43
Credit Card Charge	E0300PJOW0	10/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	171.64
Credit Card Charge	E0300PJCDK	10/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	123.19
Credit Card Charge	E0300PJJNF	10/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	49.28
Check	EFT	10/19/2023	TPSC Benefits		5531021 · Medical Benefits	94.50
Credit Card Charge	11720	10/19/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	16.38
Credit Card Charge	11724	10/19/2023	Vern's Food	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	315.36
Credit Card Charge	11721	10/20/2023	Amazon	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	44.09
Credit Card Charge	11722	10/20/2023	Cheveron	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	74.95
Credit Card Charge	11723	10/20/2023	Spin Tees	GREEN:TCC:G019.60 Nisqually Indian Tribe 2%	5314400 · Advertising	839.48
Liability Check	EFT	10/23/2023	Internal Revenue Service		Payroll Tax Payable	13,822.66
Credit Card Charge	P1-88908267	10/23/2023	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	174.00
Check	EFT	10/23/2023	TPSC Benefits		5531021 · Medical Benefits	750.00
Credit Card Charge	12054	10/23/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	53.92
Credit Card Charge	11743	10/23/2023	Valley Vet	MISC:M100 - WFC Meyer Phase 2	5314107 · Project Supplies	257.17
Liability Check	EFT	10/23/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	765.00
Bill Pmt -Check	EFT	10/24/2023	Comcast	UNRESTRICTED:A010 - Administrative Expenses	5314204 · Internet Services	187.08
Credit Card Charge	11742	10/24/2023	Home Depot	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	8.35
Bill Pmt -Check	EFT	10/24/2023	Pacific Disposal	UNRESTRICTED:A010 - Administrative Expenses	5314702 · Garbage Service	62.08
Liability Check		10/24/2023	QuickBooks Payroll Service		Payroll	43,314.65
Bill Pmt -Check	EFT	10/24/2023	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	Equipment Leases & Photocopier Usage	469.28
Credit Card Charge	11727	10/24/2023	Staples Inc	RCO:R050 - FY 22-27 ASRP Riverbend	5314203 · Printing Services	613.24

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	11744	10/24/2023	Tractor Supply	MISC:M100 - WFC Meyer Phase 2	5314107 · Project Supplies	208.04
Credit Card Charge	12055	10/24/2023	US Postal Service	UNRESTRICTED:A010 - Administrative Expenses	5314202 · Postage & Shipping	5.01
Bill Pmt -Check	22172	10/25/2023	Acorn Naturalist	GREEN:G019.30 Embrace a Stream	5314107 · Project Supplies	106.85
Bill Pmt -Check	22173	10/25/2023	Amanda Leoui	TCD Programs:T030 - District Communications	5314100 · Professional Services	73.35
Bill Pmt -Check	22174	10/25/2023	Anchor QEA	RCO:R050 - FY 22-27 ASRP Riverbend	5314100 · Professional Services	44,850.35
Bill Pmt -Check	22175	10/25/2023	Angelina Adams	TCD Programs:T030 - District Communications	5314100 · Professional Services	200.00
Check		10/25/2023	Beneficial State Bank	UNRESTRICTED:A010 - Administrative Expenses	5314110 · Bank Fees & Interest Charges	25.00
Bill Pmt -Check	22176	10/25/2023	Briarfinch	TCD Programs:T030 - District Communications	5314100 · Professional Services	200.00
Bill Pmt -Check	22177	10/25/2023	Concrete Recyclers	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314107 · Project Supplies	2,053.92
Bill Pmt -Check	22178	10/25/2023	Deschutes Law Group	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	2,000.00
Bill Pmt -Check	22179	10/25/2023	Donalyn Johanns	Various	5314108 · Construction & Restoration Work	1,200.00
Credit Card Charge	11732	10/25/2023	Flaming Pig BBQ	RCO:R050 - FY 22-27 ASRP Riverbend	5314901 · Meeting & Event	300.96
Bill Pmt -Check	22180	10/25/2023	Fourth Corner Nurseries	TCD Programs:T097 - Plant Sale	5313401 · Plants for Resale	1,607.96
Bill Pmt -Check	22181	10/25/2023	Half Moon Sanitation	GREEN:G019.109 - FY23-25 Outdoor Learning	5314503 · Equipment Leases	840.00
Bill Pmt -Check	22182	10/25/2023	James Dyson	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	22183	10/25/2023	Kirsten Hill	Various	5314307 · Licenses and Permits	61.25
Bill Pmt -Check	22184	10/25/2023	Leah Greenland	Various	5314108 · Construction & Restoration Work	1,200.00
Bill Pmt -Check	22185	10/25/2023	Lulie Herigstad	TCD Programs:T030 - District Communications	5314100 · Professional Services	75.00
Bill Pmt -Check	22186	10/25/2023	Natural Systems Design	MISC:M035 - ESRP Shore Friendly	5314100 · Professional Services	2,850.50
Bill Pmt -Check	22187	10/25/2023	Pacific Conservation District	UNRESTRICTED:A010 - Administrative Expenses	Board & Staff - Conference & Training	84.00
Bill Pmt -Check	22188	10/25/2023	Pete Reed and the Summer Wine	TCD Programs:T030 - District Communications	5314100 · Professional Services	200.00
Bill Pmt -Check	22189	10/25/2023	Petrocard	UNRESTRICTED:A120 - Vehicles	5313201 · Vehicle Fuel	296.51
Credit Card Charge	11733	10/25/2023	Safeway	RCO:R050 - FY 22-27 ASRP Riverbend	5314901 · Meeting & Event	18.90
Credit Card Charge	11570	10/25/2023	Staples Inc	RCO:R050 - FY 22-27 ASRP Riverbend	5314901 · Meeting & Event	30.95
Bill Pmt -Check	22190	10/25/2023	Taylor Sherrow	Various	5314108 · Construction & Restoration Work	100.00
Credit Card Charge	11737	10/25/2023	TC Solid Waste	RCO:R070 - Zangle Cove	5314702 · Garbage Service	60.00
Credit Card Charge	11741	10/25/2023	Tractor Supply	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	13.13
Bill Pmt -Check	22191	10/25/2023	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	985.23
Credit Card Charge	11739	10/25/2023	WA Dept of Fish and Wildlife	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314902 · Organizational Dues	117.00
Bill Pmt -Check	22196	10/25/2023	WA St Dept of Employment Security	Various	5314000 · Intern Stipends	10,800.00
Bill Pmt -Check	22193	10/25/2023	WACD	UNRESTRICTED:A010 - Administrative Expenses	5314302 · Staff - Conference & Training	490.00
Bill Pmt -Check	22194	10/25/2023	White, Nora	Various	5314304 · Mileage	91.06
Bill Pmt -Check	22195	10/25/2023	WSU Sponsored Programs Services	MISC:M075 - FY21-28 SLP REPI Pilot & Challenge	5314100 · Professional Services	20,749.77
Credit Card Charge	12069	10/26/2023	Featherman Equipment	TCD Programs:T099 - Food Processing and Tools Rentals	5354800 · Repairs & Maintenance	2,478.15
Liability Check	EFT	10/26/2023	WA St Dept of Employment Security		3861007 · State Unemployment Payable	1,187.26
Liability Check	EFT	10/26/2023	WA St Dept of Employment Security		3861010 · WA - Family & Medical Leave	1,935.89
Liability Check	EFT	10/26/2023	WA St Dept of Employment Security		3861013 · WA State Cares Act	1,928.98
Liability Check	EFT	10/26/2023	WA St Dept of L&I		3861009 · State L&I Payable	3,708.39
Sales Tax Payment	EFT	10/26/2023	WA St Dept of Revenue		3861100 · Sales Tax Payable	2,914.34

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	11736	10/27/2023	Lowes	RCO:R060 - SRFB Cozy Valley	5314107 · Project Supplies	88.70
Credit Card Charge	12017	10/27/2023	Safeway	GREEN:TCC:G019.60 Nisqually Indian Tribe 2%	5314901 · Meeting & Event	5.26
Credit Card Charge	11735	10/27/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	19.86
Credit Card Charge	12053	10/30/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314302 · Staff - Conference & Training	58.23
Credit Card Charge	12046	10/31/2023	Home Depot	RCO:R060 - SRFB Cozy Valley	5314108 · Construction & Restoration Work	46.26
Credit Card Charge	MC14308252	10/31/2023	Mail Chimp	TCD Programs:T030 - District Communications	5314505 · Software Licenses	75.56



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title:		Shellfish Cost Share Addendum-Ratcliff	
Lead Staff:		Marguerite Abplanalp	Board Meeting Date: 10/24/23
Goal of Presentation:		<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Information <input type="checkbox"/> Feedback
Description/Background:		<i>Please provide a description or background of the project.</i>	
<p>Cooperator in the Henderson Inlet was awarded multiple BMP cost share to better water quality and improve operation efficiencies. The project includes Denitrifying Bioreactor, Heavy Use Area Protection, Livestock Pipeline, Roof Runoff Structure, Subsurface Drain, Trails and Walkways, and Watering Facilities.</p>			
Pros:		Cons:	
<p>This cooperator received VSP funds to implemented cost share last biennium and was very successful. Has participated in two tours to show off past project and has a high likelihood of implementation for this shellfish project.</p>		<p>This is a big project and will be a lot of work.</p>	
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>			
<p>Cooperator received \$100,000 to implement 7 BMPs and TCD was awarded \$25,000 to provide TA and execute these BMPs.</p>			
Recommended Action:		<i>What decision do you recommend the board make?</i>	
Accept Cost Share Funds			
Legal Review:		<input type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Not Required
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>			
W060-FY23-25 Shellfish Cost Share Addendum			



Accounting

From: Commission@scc.wa.gov <noreply+29899f926be69dff@formstack.com>
Sent: Tuesday, November 28, 2023 9:57 AM
To: Susan Shelton
Subject: FORM 4: Addendum

Washington State Conservation Commission

FORM 4: ADDENDUM

Nov 28, 2023 9:56 AM

Conservation District: Thurston

GRANT PROGRAM: Shellfish

Overhead Rate: 25%

Submitted By: Susan Shelton
Email: sshelton@thurstoncd.com

Total Grant Award: 125000.00

Basic Allocation Award (if applicable):

Total to be obligated under this Addendum: 125000.00

Intermediate Outcome #1: 25000.00

Technical Assistance

Intermediate Outcome #2: 100000.00

Cost Share Award

Intermediate Outcome #3:

Intermediate Outcome #4:

Intermediate Outcome #5:

Total of Intermediate Outcomes: 125000.00



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title:	South Sound Shore Friendly ILA Amendment for FY23-25		
Lead Staff:	Karin Strelloff	Board Meeting Date:	12/12/23
Goal of Presentation:	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Information	<input type="checkbox"/> Feedback
Description/Background:	<i>Please provide a description or background of the project.</i>		
<p>This is the third phase of Shore Friendly Thurston funding that supports marine shoreline technical assistance and project development.</p>			
Pros:	Cons:		
Funding will continue to support staff time, restoration project development, and marine shoreline stewardship.	n/a		
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>			
This represents incoming funds, with 10% OH			
Recommended Action:	<i>What decision do you recommend the board make?</i>		
Approve the contract for signature by Sarah at a later date			
Legal Review:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Not Required
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>			
<p>Copy of draft contract attached. This contract is almost exactly the same as prior ILAs with Pierce CD for this program, so I am not certain whether Sarah will want another legal review or not. Legal review hasn't been requested at this point. Pierce CD's contract will be emailed to Sarah via DocuSign around 12/15/23; the Pierce CD BOS meets 12/12/23 as well, and will approve the contract first.</p>			



AMENDMENT 3 TO:
“Shore Friendly South Sound Initiative” Interlocal Agreement

Original ILA:

Executed Dec. 5, 2019

Previous Amendments:

Amendment 1 – Executed Sept. 2, 2020

Amendment 2 – Executed Dec. 1, 2021

Amendment 3 Description

The Shore Friendly South Sound Initiative (SFSS Initiative) received an additional **\$780,633.76** (added in installments of \$100,000 in RCO 19-1703 Amendment 8 and \$680,633.76 in Amendment 9) of Estuary and Salmon Recovery Program (ESRP) funds for the 2023-2025 biennium. These funds were added to the original contract with the Estuary and Salmon Recovery Program (ESRP) and managed under the Recreation and Conservation Office (RCO) PRISM # 19-1703.

Grant Amount:

Original Contract (ESRP/NEP FY18)	\$665,879.99
2020 Amendment (NEP FY19)	\$96,043.00
October 2021 Amendment (ESRP)	\$661,000.00
2021-2023 Rollover to 2023-2025	\$50,000.00
2023 Amendment 8 (1st Installment)	\$100,000.00
2023 Amendment 9 (2st Installment)	+ \$680,633.76
New Total Contract:	\$2,203,566.76

A total of \$393,089 unspent funds remained at the end of June 30, 2023. Of these funds, only \$50,000 were rolled over into the July 1, 2023 - June 30, 2025 biennium.

Total unspent funds for the SFSS Initiative under this contract is \$1,173,691.37 as of July 1, 2023, with \$427,446.58 designated for Pierce CD, \$388,882.76 designated for Thurston CD, and \$357,362.03 designated for Mason CD. A full budget for the South Sound Shore Friendly Initiative 2023-2025 biennium is included here as Attachment A.

Pierce Conservation District remains the primary sponsor on the RCO Project Agreement for the Shore Friendly South Sound Initiative (2019-2023).

Amendment to Statement of Work

The Statement of Work (SOW) in the RCO Project Agreement for the Shore Friendly South Sound Initiative (2023-2025, included here as Attachment A) represents collaboration between Pierce Conservation District (PCD), Mason Conservation District (MCD), and Thurston Conservation District (TCD). The Tasks and Deliverables described therein are the responsibility of the three districts to complete collectively. Each conservation district is responsible for the deliverables outlined in the table below for July 1, 2023-June 30, 2025, unless negotiated between Districts. Districts may agree, in writing, to shift deliverable responsibilities and associated funds in order to achieve the collective deliverable.

The fully executed RCO contract Amendment 9 is included here as Attachment B.

Task	Conservation District	Deliverable
Task 1: Grant Administration and Management, Progress Reporting & PRISM Final Report	PCD	Grant admin, data management; reimbursement to CDs, billing & reporting in PRISM
	TCD	Reporting, data management; regional and other SF related meetings
	MCD	Reporting, data management; regional and other SF related meetings
	TOTAL	Grant admin, reimbursement to CDs, billing & reporting in PRISM
Task 2: Shore Friendly Outreach Program	PCD	1 targeted landowner recruitment mailers, 2 landowner workshops
	TCD	1 targeted landowner recruitment mailing, 2 landowner workshops
	MCD	2 targeted landowner recruitment mailers, 2 landowner recruitment workshops, 3 workshops with shoreline landowner community groups/HOAs
	TOTAL	3-4 rounds of landowner recruitment mailers 5-6 landowner workshops
Task 3: Shoreline Technical Assistance	PCD	38-39 site visits/ follow up site visits with consultants
	TCD	38 site visits / follow up site visits with consultants

	MCD	38 site visits/ follow up site visits with consultants
	TOTAL	114 site visits to private shoreline properties for technical assistance
Task 4: Homeowner Mini-Grant Cost Share Program	PCD	N/A
	TCD	N/A
	MCD	N/A
	TOTAL	N/A
Task 5: Restoration Project Development (Design & Permitting)	PCD	Project development for 1-2 projects
	TCD	Project development for 1-2 projects
	MCD	Project development for 1-2 projects
	TOTAL	Design at least 6 total projects , including feasibility assessments, surveying and engineering, and preliminary permitting as feasible. This will include projects identified in 2019-2025.
Task 6: Restoration Crew-share	PCD	Subcontract WCC crew labor for 4 projects; plus on-site training from Sound Native Plants, City of Tacoma WCC Crew supervisors or other CD staff
	TCD	5-10 TCD restoration "crew-share" riparian planting projects
	MCD	N/A
	TOTAL	5-10 TCD restoration "crew-share" riparian planting projects; 4 PCD projects by WCC crew labor; 1 crew training

Amendment to Agreement Timeline

This amendment makes no changes to the timeline of the interlocal agreement between Pierce Conservation District and Thurston Conservation District, which currently extends through June 30, 2025.

AGREEMENT TERMS

In all other respects the Interlocal Agreement, to which this is an Amendment, shall remain in full force and effect.

IN WITNESS WHEREOF, this Amendment has been executed by each of the parties on the dates set forth below.

PIERCE CONSERVATION DISTRICT

THURSTON CONSERVATION DISTRICT

Approved: _____

Approved: _____

Date: _____

Date: _____

ATTACHMENT A

FINAL Budget for ESRP 2023-25
Estuary and Salmon Restoration Program - Shore Friendly
Project Sponsor: Pierce Conservation District
Program Name: South Sound Shore Friendly (PRISM # 1917-03)
Total Funding: \$1,173,691
Date: 12/5/2023

	Task 1: Grant Administration and Management, Progress Reporting & PRISM Final Report				Task 2: Shore Friendly Outreach Program				Task 3: Shoreline Technical Assistance				Task 4: Homeowner Mini-Grant Cost Share Program				Task 5: Restoration Project Development (Design & Permitting)				Task 6: Restoration Crew-share				
	Grant administration				Project Development				Technical assistance				Project Construction				Project Design				Project Construction				
	PCD	TCD	MCD	TOTAL	PCD	TCD	MCD	TOTAL	PCD	TCD	MCD	TOTAL	PCD	TCD	MCD	TOTAL	PCD	TCD	MCD	TOTAL	PCD	TCD	MCD	TOTAL	
Description of Deliverable(s) Delivery Date quarterly Personnel (include fringe benefits, travel) Equipment Supplies Contractual Other Total	grant admin, reimbursement to CDs, billing & reporting in PRISM 1-2 rounds landowner feedback mailers for program evaluation (\$4000)	reporting, data management; regional and other SF related meetings		grant admin, reimbursement to CDs, billing & reporting in PRISM	1 round targeted landowner recruitment mailers, 2 landowner workshops	1 Targeted mailing, 2 workshops, eval survey? good idea Mary	2 mailers, 2 workshops, 3 workshops with shoreline landowner community groups/HOAs	4 rounds of landowner recruitment mailers 6 landowner workshops	38-39 site visits/ follow up site visits with consultants	38 site visits / follow up w/consultant (over 2 years)	38 site visits/ follow up site visits with consultants	114 site visits to private shoreline properties for technical assistance					Project development for 1-2 projects	1-2 new bulkhead removal projects developed	Project development for 1-2 projects	Project development for 3-6 armor removal projects	Subcontract WCC crew labor for 4 projects; plus on-site training from Sound Native Plants, City of Tacoma WCC Crew supervisors or other CD staff	10 minimum TCD restoration "crew-share" riparian planting projects		10 TCD restoration "crew-share" riparian planting projects; 4 PCD projects by WCC crew labor plus on-site training from Sound Native Plants, City of Tacoma WCC Crew supervisors or	
					\$13,504	\$10,258	\$16,013	\$39,775	\$88,275	\$152,237	\$105,892	\$346,404					\$44,240	\$32,677	\$36,996	\$113,913	\$3,500	\$26,600		\$30,100	
	\$26,196	\$19,337		\$46,795	\$92,328	\$0		\$0				\$0				\$0				\$0		\$1,500		\$1,500	
	\$4,000		\$1,000	\$5,000	\$4,400	\$2,250	\$3,000	\$9,650				\$0			\$0		\$2,000	\$3,000		\$5,000	\$1,500			\$1,500	
				\$0	\$4,400			\$4,400		\$43,765	\$10,000	\$40,000	\$93,765			\$0		\$125,167	\$101,024	\$106,667	\$332,858	\$30,500	\$30,000		\$60,500
				\$0				\$0				\$1,000				\$0		\$36,000			\$36,000				\$0
				\$0				\$0								\$0					\$0				\$0
					\$0				\$0							\$0					\$0				\$0
					\$0				\$0							\$0					\$0				\$0
		\$30,196	\$19,337	\$47,795	\$97,328	\$22,304	\$12,508	\$19,013	\$53,825	\$132,040	\$162,237	\$146,892	\$441,169	\$0	\$0	\$0	\$0	\$207,407	\$136,701	\$143,662	\$487,770	\$35,500	\$58,100	\$0	\$93,600
TOTALS	PCD	TCD	MCD	TOTAL																					
REVISED		\$427,447	\$388,883	\$357,362	\$1,173,691																				
ORIGINAL		\$469,304.00	\$374,609.00	\$329,779	\$1,173,691																				



Amendment to Grant Agreement

Project Sponsor: Pierce Co Conservation Dist
Project Title: Shore Friendly South Sound Initiative (2019-2023)

Project Number: 19-1703C
Amendment Number: 9

Amendment Type:

Cost Change

ATTACHMENT B

Amendment Description:

Adding \$680,634 from the 2023 legislative ESRP award (the second of two installments). Budget and project details are included in the updated 23-25 SOW in PRISM (Attachment #577963).

This amendment also updates special condition numbers 1, 3, 4, 5, and 6 to reflect the 23-25 Statement of Work, 23-25 ESRP funding amount, the ending date of NEP contract terms and funding recognition, and updates to the archaeological and cultural resource consultation provision, respectively.

Project Funding:

The total cost of the project for the purpose of this Agreement changes as follows :

	Old Amount		New Amount	
	Amount	%	Amount	%
RCO - Shore Friendly	\$1,027,019.00	67.44%	\$1,707,653.00	77.50%
RCO - ESRP-EPA-NEP	\$495,904.00	32.56%	\$495,904.00	22.50%
Project Sponsor	\$0.00	0.00%	\$0.00	0.00%
Total Project Cost	\$1,522,923.00	100%	\$2,203,557.00	100%
Admin Limit	\$0.00	0.00%	\$0.00	0.00%
A&E Limit	\$0.00	0.00%	\$20,000.00	0.92%

Agreement Terms


In all other respects the Agreement, to which this is an Amendment, and attachments thereto, shall remain in full force and effect. In witness whereof the parties hereto have executed this Amendment.

State of Washington
Recreation and Conservation Office

Pierce Co Conservation Dist

BY:

For


 Scott Robinson (Oct 6, 2023 08:57 PDT)
 Megan Duffy

AGENCY:

BY:


 Dana Coggon (Oct 5, 2023 16:13 PDT)

TITLE: Director

DATE: Oct 6, 2023

TITLE:

Executive Director

DATE:

Oct 5, 2023

Pre-approved as to form:

BY: /S/

ESRP Project Cost Change Amendment

Project Sponsor: Pierce Co Conservation Dist
Project Title: Shore Friendly South Sound Initiative (2019-2023)

Project Number: 19-1703C
Amendment Number: 9

Assistant Attorney General









19-1703 Amendment #9 - Cost Change

Final Audit Report

2023-10-06

Created:	2023-09-28
By:	Deena Resnick (deena.resnick@rco.wa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAArepYDL7LQzE4JghPo6QL3ut12pUkC1o2

"19-1703 Amendment #9 - Cost Change" History

-  Document created by Deena Resnick (deena.resnick@rco.wa.gov)
2023-09-28 - 8:10:28 PM GMT
-  Document emailed to Dana Coggon (danac@pierced.org) for signature
2023-09-28 - 8:11:34 PM GMT
-  Email viewed by Dana Coggon (danac@pierced.org)
2023-10-05 - 10:58:33 PM GMT
-  Document e-signed by Dana Coggon (danac@pierced.org)
Signature Date: 2023-10-05 - 11:13:37 PM GMT - Time Source: server
-  Document emailed to Scott Robinson (scott.robinson@rco.wa.gov) for signature
2023-10-05 - 11:13:39 PM GMT
-  Email viewed by Scott Robinson (scott.robinson@rco.wa.gov)
2023-10-06 - 3:57:41 PM GMT
-  Document e-signed by Scott Robinson (scott.robinson@rco.wa.gov)
Signature Date: 2023-10-06 - 3:57:49 PM GMT - Time Source: server
-  Agreement completed.
2023-10-06 - 3:57:49 PM GMT

Estuary and Salmon Restoration Program (ESRP)

Shore Friendly Program

Shore Friendly South Sound Initiative - PRISM# 19-1703

Statement of Work

July 1, 2019

Revised May 14, 2020

Revised July 1, 2021

Revised July 1, 2023

Note that the project milestones and individual task costs below are estimates and subject to change.

AMENDMENTS

May 2020: Added Scope of work associated with \$96,043 of FY2019 funds from the EPA's National Estuary Program. These funds were awarded through amendment #1 to the Interagency Agreement with the WA Department of Fish and Wildlife (WDFW # 19-13871; RCO #21-18).

July 2021: Added the FY21-23 scope of work and revised the FY19-21 scope of work to reflect completed work.

July 2023: Added the FY23-25 scope of work and revised the FY21-23 scope of work to reflect completed work.

PURPOSE

Agreement Scope

This Shore Friendly South Sound initiative is a Conservation District-based collaboration that connects priority residential marine shoreline homeowners with Shore Friendly resources and professional technical guidance in Pierce, Thurston, and Mason Counties. Nearshore technical assistance will be available at each CD to help residential communities shift shoreline management behavior away from armor and towards stewardship. Local staff in each Conservation District will work with homeowners to avoid new armor; remove existing armor; choose soft shore alternatives where feasible; and improve nearshore stewardship. The goal within the next 10 years is to proactively reduce new armor installation, to increase shoreline stewardship behaviors, and to facilitate ongoing armor removal projects across South Puget Sound. This project:

- Funds local shoreline technical assistance programs at Thurston, Pierce and Mason Conservation Districts to provide site-specific assessments and expert guidance, and to develop armor removal projects. Goal: establish 3 collaborative Shore Friendly programs to rapidly engage shoreline communities in South Sound.
- Uses Shore Friendly branding, social marketing messaging, and collaboration to engage priority homeowners in proactive, preventative shoreline stewardship and on-the-ground restoration work at sites with high ecological value, low erosion rates, and unnecessary armor. Goal: assist at least 115 homeowners every 2 years and 350 shoreline homeowners over 6 years in South Sound; identify at least 6 armor removal projects and develop at least 4 for construction by year 5.
- This project will achieve its objectives using collaborative, integrated, and consistent Shore Friendly branding and program structure across the three partnering Conservation Districts. It will track program impact and effectiveness, adaptively managing efforts to achieve the greatest outcomes over time.

This agreement requires compliance with Executive Order 21-02. The conservation districts assume responsibility to complete cultural resources consultation for the Shore Friendly program in accordance with Conservation Commission policies and procedures.

Goals & Objectives

To improve nearshore stewardship behavior in South Puget Sound, this program focuses on providing expert, site-specific guidance to residential landowners in order to benefit shoreline ecology and coastal processes. Shoreline ecology will benefit from landowner behaviors that focus on preserving, enhancing, and expanding marine riparian zones; improving drainage management to avoid adverse impacts; and minimizing man-made barriers between the upland and beach, among other practices. Coastal processes will benefit from homeowner avoidance of new hard armor installation; adoption of soft shore alternatives where intervention is truly necessary; removal of hard armor at sites where appropriate and feasible. The result of this work is a reduction of new shoreline armoring and decrease in existing armoring. Together, the reduced modification of natural shorelines will benefit nearshore sediment supply and movement along the shoreline, forage fish habitat, and other critical processes and conditions that support the nearshore food web.

The three partnering South Sound Conservation Districts will:

- Provide technical assistance to waterfront homeowners (prioritizing properties with natural shorelines and those with low erosion rates and potential for armor removal).
- Incentivize homeowner stewardship behaviors by offering mini-grant cost-share assistance for marine riparian planting projects; invasive weed removal and lawn conversion into native vegetation; drainage management improvements; and armor removal or soft shore alternatives for shoreline management.
- Identify armor removal projects with willing landowners for further development.
- Fully develop projects for future construction (complete permits, engineering, etc.)

FUNDING & SPENDING PLAN

The South Sound Shore Friendly Program received funding awards from the Estuary Salmon Restoration Program (ESRP) and the Environmental Protection Agency's (EPA) National Estuary Program (NEP). The NEP award is documented through an Interagency Agreement between RCO and the WA Department of Fish and Wildlife (WDFW # 19-13871; RCO #21-18). NEP funding may be used for all project activities. ESRP funding may only be used for capital expenses (including grant administration, landowner recruitment, technical assistance, design, permitting, planting, and construction), but may not be used for outreach activities.

Table 1: Award Overview

FY18 NEP Award	FY19 NEP Award	FY19-21 ESRP Award	FY21-23 ESRP Award	FY23-25 ESRP Award (must be expended by June 30, 2025)	Returned ESRP Shore Friendly Funds	Total Available Spending July 2023-June 2025
\$399,861	\$96,043	\$266,019	\$661,000	\$1,123,691	\$50,000	\$1,173,691

Eligible Shore Friendly Projects and Cost Sharing limits

Project Eligibility

Shore Friendly programs must focus on residential marine shoreline properties along Puget Sound, including Hood Canal and the Strait of Juan de Fuca. Freshwater shoreline properties are not eligible.

Projects funded through the Shore Friendly Program must support the mission and guiding principles of the program. To ensure projects are compatible with the program, some project actions will be reviewed by ERSP staff.

Table 2: Project Review and Cost Share

ESRP Pre-Approval Requirements				
Eligible Project Actions	Site Visit	Design	Permitting	Implementation Cost Share (Limit \$15K*)
Armor removal	No	No	No	No
Armor removal with partial replacement of soft shore	No	Yes	Yes	Yes
Any activity in conjunction with partial armor removal	No	Yes	Yes	Yes
Drainage improvements on unarmored shoreline or in conjunction with full armor removal	No	No	No	No
Native vegetation establishment or invasive species removal on unarmored shoreline or in conjunction with full armor removal	No	No	No	No
Structure relocation on unarmored shoreline as armor avoidance or in conjunction with partial or full armor removal	No	Yes	Yes	Yes

* \$15,000 limit applies to implementation only, does not apply to design, permitting, or site visits.

FY 23-25 TASKS & DELIVERABLES (July 1, 2023 – June 30, 2025)**Estimated Total Cost = \$1,173,691****Task 1: Grant Administration and Management, Progress Reporting & PRISM Final Report****Total Cost Level 1: \$95,572**

Description: Grant administration and management for this task includes, but is not limited to: participation in Shore Friendly meetings; maintenance of project records; maintenance of local Shore Friendly webpages and any updates to the ShoreFriendly.org website sent to the ESRP Shore Friendly Coordinator; submittal of payment vouchers, fiscal forms, and progress reports; compliance with applicable procurement, contracting, and agreement requirements; adaptive management; submittal of required deliverables and coordination of the partnering Conservation Districts.

The ESRP Shore Friendly program will develop a guidance manual describing standard contract requirements; program vision, goals, objectives, and policies; consistent program definitions, messaging and branding guidelines; and other applicable information for grant recipients. Once finalized, grantees will adhere to the requirements in the manual.

Number	Deliverable	Completion date
1.1	Quarterly PRISM progress reports that describe accomplishments, completed metrics, project status, opportunities for adaptive management and any delays or concerns. Attach all available project deliverables with your progress report.	Apr 30 for 1 st qtr July 31 for 2 nd qtr Oct 31 for 3 rd qtr Jan 31 for 4 th qtr
1.2	Complete the PRISM Final Report for the Shore Friendly grant to describe your completed work.	June 30, 2025
1.3	Participation in quarterly regional Shore Friendly coordination meetings.	As scheduled
1.4	On a quarterly basis, email any information that needs to be updated on the ShoreFriendly.org website http://shorefriendly.org/resources/resources-in-your-area/mason/ http://shorefriendly.org/resources/resources-in-your-area/pierce/ http://shorefriendly.org/resources/resources-in-your-area/thurston/ to the ESRP Shore Friendly Coordinator.	September 30 December 31 March 31 June 30
1.5	Track Shore Friendly deliverables and complete regular reporting in PRISM.	Ongoing, attach with quarterly progress report in PRISM.
1.6	Coordinate South Sound Regional Shore Friendly meetings and facilitate collaboration among Districts.	Ongoing, include summary of work in quarterly progress report in PRISM.
1.8	Attach a summary report of completed outreach, technical assistance (including site visit, permit, and design assistance), and implementation assistance to PRISM for July 2023 – June 2025.	August 31, 2025

Task 2: Shore Friendly Landowner Recruitment Program**Total Cost Level 1: \$52,812**

Description: Program partners will implement an integrated and strategic outreach and marketing effort to engage priority shoreline homeowners in the Shore Friendly program.

Subtasks:

- Develop localized Shore Friendly posters, postcards, and other outreach materials to recruit landowners into the program.
- Create 3-4 targeted mailers for priority parcels, reaches, and/or landowners identified using Parcel Segmentation Report and/or GIS.
- Facilitate 5-6 landowner recruitment workshops.

Number	Deliverable	Completion date
2.1	Attach all outreach materials developed within the grant period to PRISM. These materials should include sign-in sheets from community meetings, MS PowerPoint presentations, brochures/flyers etc.	Ongoing, attach with quarterly progress report in PRISM.

Task 3: Shoreline Technical Assistance

Total Cost Level 1: \$456,897

Description: Each Conservation District will provide site-specific technical assistance and guidance to shoreline homeowners in their area, reaching a combined total of at least 114 South Sound shoreline properties.

Technical assistance includes access to a nearshore technical team with engineering, landscape architecture, and geology expertise, as well as technical support for homeowners engaged in stewardship projects. Technical assistance may include recommendations for land management options that will help landowners avoid installation of new armor, such as drainage management, vegetation protection and enhancement, structure relocation, development recommendations, and risk reduction. During this process, staff will identify and begin to develop high-value armor removal and restoration opportunities for Task 5.

Number	Deliverable	Completion date
3.1	Attach an annual summary report of all site visits using the standard tracking worksheet to PRISM (worksheet may be modified to add program-specific data).	September 30, 2023 June 30, 2024 June 30, 2025

Task 4: Homeowner Mini-Grant Cost Share Program

Total Cost Level 1: \$0

Task 5: Restoration Project Development (Design & Permitting)

Total Cost Level 1: \$ 474,810

Description:

For FY23-25, continue to develop 6 total armor removal and restoration projects identified during technical assistance site visits and feasibility assessments. This will be a continuation of projects begun in 2019-2023 and new projects identified in 2023-2025.

- Prepare sites to be ready for future construction.
- Engage consultants with specialized expertise, as needed, for support during site visits/project development.
- Design at least **6 total** projects, including feasibility assessments, surveying and engineering, and preliminary permitting as feasible. This will include projects identified in 2019-2025.
- Identify 3 additional potential projects for further development, pending continuation of Shore Friendly funding beyond the 2023-2025 biennium.
- Maintain necessary software to support outreach, project design, and engineering.

Note: As described in the original agreement, from program initiation in 2019 through 2025, across scopes of work for FY19-21, FY21-23, and FY23-25, a total of 6 projects/designs will be developed.

Number	Deliverable	Completion date
5.1	Attach completed design assistance materials including: <ul style="list-style-type: none"> - Landowner/cooperator agreements, if relevant. - Feasibility studies. - Conceptual/preliminary/final designs. - Geotechnical assessments. 	Ongoing, Prior to RCO reimbursement

Task 6: Pilot Restoration Crew-share (Project Construction)

Total Cost Level 1: \$93,600

Description:

TCD and PCD will pilot programs utilizing restoration crew time to implement shoreline stewardship and enhancement projects. CD staff and restoration crews will partner with private landowners/HOAs, providing up to a week of restoration crew labor to assist with invasive control and installation of native plants per project. In preparation for projects CD staff will assist with the cultural resource review process for Shore Friendly participants.

- 5-10 TCD restoration ""crew-share"" riparian planting projects. Shore Friendly Thurston will offer an incentive of up to \$3000 in restoration crew labor time for up to 10 projects. The actual number of planting projects completed will depend on associated costs for Cultural Resource surveys, but the goal is a minimum of 5 invasive control/planting projects on marine shorelines.
- 4 PCD projects by WCC crew labor plus on-site training from Sound Native Plants, City of Tacoma WCC Crew supervisors or other CD staff.

Number	Deliverable	Completion date
6.1	Attach to PRISM all planting project plans and agreements.	prior to RCO reimbursement

6.2	Attach to PRISM documentation of completed project (if different from final plans) and pre and post implementation high-resolution photo documentation of completed projects.	June 30, 2025
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FY 21-23 TASKS & DELIVERABLES (July 1, 2021 – June 30, 2023)**Estimated Total Cost = \$1,000,211 \$607,119.84***Table 2: Outreach Spending Plan (NEP Funds Only)*

	Estimated Spending July 1, 2019 - June 30, 2021	Estimated Spending July 1, 2021 - Dec 31, 2021	Estimated Spending Jan 1, 2022 - Oct 1, 2022	Total
Total	\$65,406.20	\$5,000	\$19,518.02	\$89,925

Task 1: Grant Administration and Management, Progress Reporting & PRISM Final Report

Cost: 84,132.57

Description: Grant administration and management for this task includes, but is not limited to: participation in Shore Friendly meetings; maintenance of project records; maintenance of local Shore Friendly webpages and any updates to the ShoreFriendly.org website sent to the ESRP Shore Friendly Coordinator; submittal of payment vouchers, fiscal forms, and progress reports; compliance with applicable procurement, contracting, and agreement requirements; and submittal of required deliverables, and coordination of the partnering Conservation Districts.

The ESRP Shore Friendly program will develop a guidance manual describing standard contract requirements; program vision, goals, objectives and policies; consistent program definitions, messaging and branding guidelines; and other applicable information for grant recipients. Once finalized, grantees will adhere to the requirements in the manual.

Number	Deliverable	Completion date
1.1	Quarterly PRISM progress reports that describe accomplishments, completed metrics, project status, opportunities for adaptive management and any delays or concerns. Attach all available project deliverables with your progress report.	Apr 10 for 1 st qtr July 10 for 2 nd qtr Oct 10 for 3 rd qtr Jan 10 for 4 th qtr
1.2	Complete the PRISM Final Report for the Shore Friendly grant to describe your completed work.	June 30, 2025
1.3	Participation in quarterly regional Shore Friendly coordination meetings.	As scheduled
1.4	On a quarterly basis, email any information that needs to be updated on the ShoreFriendly.org website http://shorefriendly.org/resources/resources-in-your-area/mason/ http://shorefriendly.org/resources/resources-in-your-area/pierce/ http://shorefriendly.org/resources/resources-in-your-area/thurston/ to the ESRP Shore Friendly Coordinator.	September 30 December 31 March 31 June 30
1.5	Track Shore Friendly deliverables and complete regular reporting in PRISM.	Ongoing, attach with quarterly progress report in PRISM.
1.6	Coordinate South Sound Regional Shore Friendly meetings and facilitate collaboration among Districts.	Ongoing, include summary of work in quarterly progress report in PRISM.

1.7	Attach the National Estuary Program reporting requirement of a project factsheet (using the provided template) to PRISM, with the first quarterly progress report. An updated fact sheet will be completed at the end of the grant period and attached to PRISM.	Sept 30, 2019 <u>(initial)</u> October 1, 2022 (final)
1.8	Attach a summary report of completed outreach, technical assistance (including site visit, permit, and design assistance), and implementation assistance to PRISM for July 2021 - June 2023.	August 31, 2023

Task 2: Shore Friendly Outreach Program

Cost: (See Table 2 for Outreach Spending Plan) \$12,978.47

Description: Program partners will implement an integrated and strategic outreach and marketing effort to engage priority shoreline homeowners in the Shore Friendly program.

Subtasks:

- Develop localized Shore Friendly posters, postcards, videos, and other outreach materials to promote the program.
- Create targeted mailers for priority parcels, reaches, and/or landowners identified using Parcel Segmentation Report and GIS.
- Facilitate 7 Shore Friendly workshops.

Number	Deliverable	Completion date
2.1	Attach all outreach materials developed within the grant period to PRISM. These materials should include sign-in sheets from community meetings, MS PowerPoint presentations, brochures/flyers etc.	Ongoing, attach with quarterly progress report in PRISM.

Task 2b. Landowner Recruitment

Cost: \$378.33

- Develop localized Shore Friendly postcard to recruit landowners into the program.
- Create targeted mailers for priority parcels, reaches, and/or landowners identified using Parcel Segmentation Report and/or GIS.
- Facilitate 1 landowner recruitment workshops.

Deliverables	
<i>Workshop(s)</i>	1
<i>Target # Participants in Workshop(s)</i>	20
<i>Mailer</i>	0
<i>Landowners contacted by mailer</i>	0

Task 3: Shoreline Technical Assistance

Cost: \$ 289,427.69

Description: Each Conservation District will provide site-specific technical assistance and guidance to shoreline homeowners in their area, reaching a combined total of at least 142 South Sound shoreline properties. Technical assistance includes access to a nearshore technical team with engineering, landscape architecture, and geology expertise, as well as technical support for homeowners engaged in mini-grant stewardship projects. During this process, staff will identify and begin to develop high-value armor removal and restoration opportunities for Task 5.

Number	Deliverable	Completion date
3.1	Attach an annual summary report of all site visits using the standard tracking worksheet to PRISM (worksheet may be modified to add program-specific data).	September 30, 2021 September 30, 2022 June 30, 2023

Task 4: Homeowner Mini-Grant Cost Share Program

Cost: \$6,806.07

Description: Incentive mini-grants will be offered to Shore Friendly program participants. “Mini-grant” cost-share programs in each district will reimburse a small portion of landowner costs for the following eligible stewardship practices: marine riparian planting, invasive weed removal /planting, lawn conversion to native planting, drainage improvements, and hard armor removal / soft shore stabilization alternatives. Landowner and cost-share agreements for implementation projects that install material must protect the project from intentional harm for a period of at least 10 years.

Subtasks:

- Offer, advertise, and administer Shoreline Stewardship Mini-Grant program for participating landowners.

TCD note on our deliverables for this section (FY21-23):

Shore Friendly Thurston completed the first phase for 1 of 3 mini-grant “crew share” pilot projects. The project began in late spring 2023 and will continue into the next biennium. This was the only project for which a cultural resources survey could be obtained before the biennium end. Two additional projects were not completed due to cultural resource survey timing and/or cost constraints.

Shore Friendly Pierce's restoration crew completed a steep slope cross-training with the City of Tacoma's crew followed by a pilot project at of invasive plant removal at a Shore Friendly project site.

Shore Friendly Pierce distributed reimbursement for one Mini-Grant project which included a planting project atop a marine bluff.

Number	Deliverable	Completion date
4.1	Attach to PRISM all cost share agreements and completed deliverables.	prior to RCO reimbursement
ADDITIONAL REQUIREMENTS FOR ON-THE-GROUND IMPLEMENTATION PROJECTS (e.g., construction, planting)		
4.2	Attach to PRISM final design/planting plans (and bid documents, if relevant).	prior to RCO reimbursement
4.3	Attach to PRISM documentation of completed project (if different from final plans) and pre and post implementation high-resolution photo documentation of completed projects.	June 30, 2023

Task 5: Restoration Project Development (Design & Permitting)

Cost: \$ 203,860.50

Description: For FY21-23, develop 5 high value armor removal and restoration projects identified during technical assistance site visits and feasibility assessments.

- Prepare sites to be ready for future construction.
- Engage consultants with specialized expertise, as needed, for support during site visits/project development.
- Develop at least 5 projects, including feasibility assessments, surveying and engineering, or preliminary permitting as feasible
- Identify 3 additional potential projects for further development in the 2023-2025 biennium.
- Maintain necessary software to support outreach, project design, and engineering.

Note: From program initiation in 2019 through 2021 across scopes of work for FY19-21 and FY21-23, a total of 6 projects/designs will be developed. This includes 1 design as an initial deliverable as part of FY19-21 scope of work (that will be continued to be developed/supported in FY21-23), and 5 additional projects across FY21-23. Of these 5 projects, 1 is similarly initially developed/supported in FY19-21 and will continued to be supported in FY21-23, 2 are deliverables shifted from the FY19-21 to the FY21-23 contract, and 2 are additional new projects to be developed in FY21-23, for a total of at least 6 projects across both biennia.

Number	Deliverable	Completion date
5.1	Attach completed design assistance materials including: <ul style="list-style-type: none"> - Landowner/cooperator agreements, if relevant. - Feasibility studies. - Conceptual/preliminary/final designs. - Geotechnical assessments. 	Ongoing, Prior to RCO reimbursement

PCD note on deliverables for Task 5 (FY21-23): Preliminary design for 1 armor removal project is complete and permitting is in progress (Handerson Bay). Feasibility assessments were completed for Filucy Bay (single parcel) and Carr Inlet armor removal projects. Engineering design and cultural resource consultant contracts were executed for Filucy Bay (single parcel) but then work stopped when the landowner suddenly passed away. A new landowner at the Filucy Bay site is now working with us and we are completing a conceptual design to include the original parcel and two adjacent parcels. Engineering design and cultural resource consultant contracts were newly executed for this work and work on the Carr Inlet site.

TCD note on deliverables for Task 5 (FY21-23): Design and permitting for 1 armor removal project is complete (Zangle Cove). Design of a second armor removal project (Eld Inlet) is 60% complete and will finish in fall 2023.

MCD note on deliverables for Task 5 (FY21-23): For the Oyster Bay project final design was completed; application was submitted for Army Corps permit and ESA consultation has begun; RCO and DAHP required a Cultural Resources Monitoring Plan which is not in process; and 21 creosote pilings were removed as first phase of the project (included in permits (HPA and Cultural)). For the Case Inlet project preliminary design and design report were completed; RFP for cultural resources consultant was released.

FY 19-21 TASKS & DELIVERABLES (July 1, 2019 – June 30, 2021)**Estimated Total Cost = \$422,711.82****Task 1: Grant Administration and Management, Progress Reporting & PRISM Final Report**Cost: \$ 60,717.59

Description: Grant administration and management for this task includes, but is not limited to: maintenance of project records; maintenance of local Shore Friendly webpage and any updates to the ShoreFriendly.org website sent to the ESRP Shore Friendly Coordinator; submittal of payment vouchers, fiscal forms, and progress reports; compliance with applicable procurement, contracting, and agreement requirements; and submittal of required deliverables, and coordination of the partnering Conservation Districts.

The ESRP Shore Friendly program will develop a guidance manual describing standard contract requirements; program vision, goals, objectives and policies; consistent program definitions, messaging and branding guidelines; and other applicable information for grant recipients. Once finalized, grantees will adhere to the requirements in the manual.

Number	Deliverable	Completion date
1.1	Quarterly PRISM progress reports that describe accomplishments, completed metrics, project status, opportunities for adaptive management and any delays or concerns. Attach all available project deliverables with your progress report.	Apr 15 for 1 st qtr July 15 for 2 nd qtr Oct 15 for 3 rd qtr Jan 15 for 4 th qtr
1.2	Complete the PRISM Final Report for the Shore Friendly grant to describe your completed work.	June 30, 2023
1.3	Participation in quarterly regional Shore Friendly coordination meetings.	September 30 December 31 March 31 June 30
1.4	On a quarterly basis, email any information that needs to be updated on the ShoreFriendly.org website http://shorefriendly.org/resources/resources-in-your-area/mason/ http://shorefriendly.org/resources/resources-in-your-area/pierce/ http://shorefriendly.org/resources/resources-in-your-area/thurston/ to the ESRP Shore Friendly Coordinator.	September 30 December 31 March 31 June 30
1.5	Track Shore Friendly deliverables and complete regular reporting in PRISM.	Ongoing, attach with quarterly progress report in PRISM.
1.6	Coordinate South Sound Regional Shore Friendly meetings and facilitate collaboration among Districts.	Ongoing, include summary of work in quarterly progress report in PRISM.
1.7	Attach the National Estuary Program reporting requirement of a project factsheet (using the provided template) to PRISM, with the first quarterly progress report. An updated fact sheet will be completed at the end of the grant period and also be attached to PRISM.	Sept 30, 2019 (initial) October 1, 2022 (final)

1.8	Pierce Conservation District (CD) will finalize agreement with Mason CD and Thurston CD to ensure work and funding are distributed among parties as intended. Attach signed agreement to PRISM.	December 31, 2019
1.9	Pierce, Mason, and Thurston Conservation District each agree to assume responsibility for all cultural resources consultation associated with this grant in accordance with WA Conservation Commission policies and will attach a letter to PRISM confirming this agreement.	June 30, 2020

Task 2: Shore Friendly Outreach Program

Cost: \$ 65,406.20 (See Table 2 for Outreach Spending Plan)

Description: Program partners will implement an integrated and strategic outreach and marketing effort to engage priority shoreline homeowners in the Shore Friendly program.

Subtasks:

- Develop localized Shore Friendly posters, postcards, videos, and other outreach materials to promote the program.
- Facilitate 7 Shore Friendly workshops.
- Complete GIS-based shoreline parcel prioritization, maps, and process memo.

Number	Deliverable	Completion date
2.1	Attach all outreach materials developed within the grant period to PRISM. These materials should include sign-in sheets from community meetings, MS PowerPoint presentations, brochures/flyers etc.	Ongoing, attach with quarterly progress report in PRISM.

Task 3: Shoreline Technical Assistance

Cost: \$ 245,745.58

Description: Each Conservation District will provide site-specific technical assistance and guidance to shoreline homeowners in their area, reaching a combined total of at least 116 South Sound shoreline residents. Technical assistance includes access to a nearshore technical team with engineering, landscape architecture, and geology expertise, as well as technical support for homeowners engaged in mini-grant stewardship projects. During this process, staff will identify and begin to develop high-value armor removal and restoration opportunities for Task 5.

Number	Deliverable	Completion date
3.1	Attach a bi-annual summary report of all site visits using the standard tracking worksheet to PRISM (worksheet may be modified to add program-specific data).	December 31 June 30

Task 4: Homeowner Mini-Grant Cost Share Program

Cost: \$ \$10,950.74

Description: Incentive mini-grants will be offered to Shore Friendly program participants. “Mini-grant” cost-share programs in each district will reimburse a small portion of landowner costs for the following eligible stewardship practices: marine riparian planting, invasive weed removal /planting, lawn conversion to native planting, drainage improvements, and hard armor removal / soft shore stabilization alternatives.

Subtasks:

- Offer, advertise, and administer Shoreline Stewardship Mini-Grant program for participating landowners.

Number	Deliverable	Completion date
4.1	Attach to PRISM all cost share agreements and completed deliverables.	prior to RCO reimbursement
ADDITIONAL REQUIREMENTS FOR ON-THE-GROUND IMPLEMENTATION PROJECTS (e.g., construction, planting)		
4.2	Attach to PRISM final designs/planting plans	prior to RCO reimbursement
4.3	Attach to PRISM documentation of completed project (if different from final plans) and pre and post implementation high-resolution photo documentation of completed projects.	June 30, 2021

Task 5: Restoration Project Development (Design & Permitting)

Cost: \$ 39,891.71

Description: Develop the highest-priority armor removal and restoration projects identified during technical assistance site visits and feasibility assessments. Prepare site(s) to be ready for future construction.

- Engage consultants with specialized expertise for support during site visits/project development.
- Identify 4 potential projects for further development.
- **Develop 1 project** (Thurston Cons Dist) toward implementation through intermediate steps including feasibility assessments, surveying and engineering, and preliminary permitting.
- Maintain necessary software to support outreach, project design, and engineering.

Number	Deliverable	Completion date
5.1	Identify sites for restoration; complete design assistance including: <ul style="list-style-type: none"> - Landowner/cooperator agreements, if relevant. - Feasibility studies. - Conceptual/preliminary/final designs. - Geotechnical assessments. - Permit assistance. - Attach all deliverables to PRISM. 	Ongoing, attach with biannual progress report in PRISM



308 West Stewart Avenue
P.O. Box 1057
Puyallup, WA 98371
www.pierced.org
253.845.9770
Toll Free: 866.845.9485

Contract Approval Form

Please submit your contract approval packet (Contract Approval Form, Agreement, Scope of Work, and Budget) to the Grants & Contracts Manager, who will facilitate the approval signatures, file the fully executed contract, and provide associated staff with a link to its location. For purchasing, bidding, and contracting information, please refer to the Matrix and guidelines.

Project Name:	RCO Shore Friendly 19-1703 - Amendment 9
Project Manager:	Mary Krauszer

PROGRAM

(Please select all that apply)

☐ HPC | ☐ Capital Facilities | ☐ Farm | ☒ Habitat | ☐ EE | ☐ Water Quality | ☐ Admin | ☐ Outreach | ☐ Program Support

GRANT / CONTRACTING ORGANIZATION INFORMATION

(Contractor's Information only)

Grant / Contractor Name: Recreation and Conservation Office

Contact Name: Bob Warinner, Kay Caromile

Address: 1111 Washington St E

Phone: (360) 543-3485

City, State, ZIP: Olympia, WA 98501

Contact Email: bob.warinner@rco.gov

Subject to Prevailing Wage Requirements? ☐ Yes ☐ No ☒ N/A

Attachments:

Debarments & Suspensions Search ([click here for website](#)).

If applicable (Federal dollars), attach Entity Registration Summary.

☒ Budget ☒ SOW

☐ N/A – Does not apply.

☐ Procurement Tracker

☒ N/A – Does not apply.

PROCUREMENT PROCESS

(not applicable for grants)

Select One: ☒ N/A – Grant or Other ☐ Minimal Competition or Small Works Roster (less than \$10k) ☐ Sole Source (rare)
☐ Informal RFP (\$10-40k) ☐ Formal RFP (\$40k >) ☐ Fiscal Agent (Approval Date: _____)

Briefly describe the bid process.

N/A

CONTRACT SUMMARY

(all purchases over \$30,000 must be approved by action of the Board of Supervisors)

NEW CONTRACT

Start Date: _____ End Date: _____
Amount: \$ _____ Match: \$ _____
Overhead: \$ _____ Match Source: _____
Funding Program/Grant: _____
Grant Billing/Reporting Frequency (i.e., Monthly/Quarterly): _____
Person Responsible for Progress Reports: _____
Person Responsible for Grant Billing: _____
CFDA #: _____
(CFDA # required if this Agreement is related to Federal funds)

AMENDMENT ONLY

☐ Amendment – Date Extension

Date Extension: _____

Previous End Date: _____

☒ Amendment – Scope of Work

☒ Amendment – Grant/Contract Amount

Previous Amount: \$ 1,522,922.53

Amount Added: \$ 680,633.76

New Total Amount: \$ 2,203,566.76

Match: \$ 0.00

Match Source: N/A

Conserving the Natural Resources of Pierce County Since 1949

CONTRACT SUMMARY cont.

Brief Contract Description

- Please provide a summary of the Scope of Work.
- Please do not copy and paste the Scope of Work.

The RCO Shore Friendly grant from WDFW's Estuary and Salmon Restoration Program, managed by RCO, supports the Shore Friendly South Sound (SFSS) initiative is a Conservation District-based collaboration that connects residential marine shoreline homeowners with Shore Friendly resources and professional technical guidance in Pierce, Thurston, and Mason Counties. The funds and deliverables in the contract are shared by the three conservation districts, as described in ILAs.

SPECIAL INSTRUCTIONS / NOTES / COMMENTS

This amendment adds \$680,633.76 in funds to an existing contract and an associated new scope of work for the 2023-2025 biennium.

REVIEW APPROVALS*Heather Green*

Program Director

Heather Green

Program Director Signature

Signature Date

Kristine Lewis

Finance Program

Kristine Lewis

Finance Program Signature

Signature Date

Dana Coggon

Executive Director

Dana Coggon

Executive Director Signature

Signature Date

ADMIN USE ONLY

Do not work below this line.

Board Approval Required? Yes ☒

Board Approval Date: 10/11/2023

Board Approval Number: 20231011-4ii 20231011-4iii

Certificate of Completion

Summary

Document ID : 29C637D5-0TV6MG4ZTMKM5LHYN-ZELBY3RM7GHILTKOSQ5A2TXYX8

Document Name : RCO ESRP Shore Friendly 19-1703C - Amendment 9, 2023

Sent by : Kristine Lewis <kristinel@pierced.org>

Organization : Pierce Conservation District
308 West Stewart Ave., Puyallup, WA, United States 98371

Sent on : Oct 12, 2023 08:57 PDT

Signers : 3

Completed on : Oct 12, 2023 09:12 PDT

Receives a copy : 0

Sign order : Sequential

Approvers : 0

No. of documents : 3

Recipients



Heather Green
heatherg@pierced.org

Signature



Emailed on : Oct 12, 2023 08:57 PDT

Accessed from : 73.118.142.143

Viewed on : Oct 12, 2023 09:04 PDT

Device used : Web

Terms agreed on : Oct 12, 2023 09:04 PDT

Authentication type : None

Signed on : Oct 12, 2023 09:04 PDT



Kristine Lewis
kristinel@pierced.org

Signature



Emailed on : Oct 12, 2023 09:04 PDT

Accessed from : 50.232.229.18

Viewed on : Oct 12, 2023 09:04 PDT

Device used : Web

Terms agreed on : Oct 12, 2023 09:04 PDT

Authentication type : None

Signed on : Oct 12, 2023 09:05 PDT



Dana Coggon
danac@pierced.org

Signature



Emailed on : Oct 12, 2023 09:05 PDT

Accessed from : 50.232.229.18

Viewed on : Oct 12, 2023 09:11 PDT

Device used : Web

Terms agreed on : Oct 12, 2023 09:11 PDT

Authentication type : None

Signed on : Oct 12, 2023 09:12 PDT

Legal Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

Please read the following information carefully. By clicking the 'I agree' button, you agree that you have reviewed the following terms and conditions and consent to transact business electronically using Zoho Sign electronic signature system. If you do not agree to these terms, do not click the 'I agree' button.

Electronic documents

Please note that Pierce Conservation District ("we", "us" or "Company") will send all documents electronically to you to the email address that you have given us during the course of the business relationship unless you tell us otherwise in accordance with the procedure explained herein. Once you sign a document electronically, we will send a PDF version of the document to you.

Request for paper copies

You have the right to request paper copies of these documents sent to you electronically from info@pierced.org. Alternatively, you also have the ability to download and print these documents sent to you electronically, and re-upload a scanned copy of the printed and physically signed documents. If you, however, wish to request paper copies of these documents sent to you electronically, you can write back to the sender.

Withdrawing your consent

At any point in time during the course of our business relationship, you have the right to withdraw your consent to receive documents in electronic format. If you wish to withdraw your consent, you can decline to sign a document that we have sent to you and send an email to info@pierced.org informing us that you wish to receive documents only in paper format. Upon request from you, we will stop sending documents using Zoho Sign electronic signature system.

To advise Pierce Conservation District of your new email address

If you need to change the email address that you use to receive notices and disclosures from us, write to us at info@pierced.org

System requirements

Compatible with recent versions of popular browsers such as Chrome, Firefox, Safari, and Internet Explorer. Zoho Sign is also available on iOS and Android devices.

Thurston Conservation District 12-2023 Items to Surplus



Staff plans to hold an Office Furniture and Equipment Auction in January 2024 to surplus items that we do not plan to move to the new office.

Staff recommends that the Board of Supervisors approve the following items for surplus.

1. Desks
2. Partitions
3. Chairs
4. Tables
5. Filing Cabinets
6. Shelving
7. Smaller office items (camera, paper cutter, etc.)
8. Poultry Equipment Scalding – Broken gas line
9. Drop Spreader – needs repairs

The market value of these items is unknown, so staff plans to auction the items at the *2024 Office Furniture & Equipment Auction* on January 24, 2024 from 3:00pm to 7:00pm. Any items that are not purchased will be surplus at WA State Department of Enterprise Services.

Item

5



WASHINGTON

Partner Activity Report

Nov. 2023

We got this!

By **Roylene Comes At Night**
NRCS-WA State Conservationist

SPOKANE VALLEY, Wash. – What an incredible year for NRCS and our conservation partners! We were able to provide more than \$66 million in assistance to landowners and producers across the state!

While it was not easy, doing great work often isn't, and I could not be prouder of my team, and all the partners who helped us achieve this. I want to thank all of you for a job very, very well done.

Now, all eyes are on the future! I was a bit shocked a few weeks ago. Initially, all indications predicted that the Inflation Reduction Act (IRA) would add on a bit more than \$9 million in funding in Fiscal Year 2024 (FY24). Then, I received the notification that we received

an additional \$28 million this year above our normal Farm Bill allocation! That's not all, either. Five projects in Washington will receive \$74.3 million through the Regional Conservation Partnership Program (RCPP) and six Equity in Outreach Cooperative Agreements were awarded across the state totaling \$2.3 million! This is all an amazing amount, and it is a bit scary to be honest, but I know we can do this.

How? I've laid out three primary goals for my staff: Communications & Outreach, Staffing, and Training. My staff is busy refining and implementing statewide strategies to address each of these areas. The goal? Getting producers through the door while having lots and lots of fully trained staff ready, willing, and excited to help them improve their stewardship.

Also, we're always looking for new and creative ways to utilize our partnerships, and to empower them to help us get this money on the ground. So far, we've signed 15 new agreements for \$17 million and three new contracts totaling \$1.9 million. Each and every one of these is a partner or company stepping up to the plate to help us hit this funding out of the park! If you have any ideas, please share them! Now is the time to think creatively and act boldly!

The Chief of NRCS, Terry Cosby, has directed all of us to see every IRA-penny on the ground, every year. While it will definitely stretch us to the limits, throughout history NRCS has always achieved its goals, and this time will be no different.

We got this!

Washington
Natural
Resources
Conservation
Service

www.wa.nrcs.usda.gov





East Area

By Aubrey Hoxie

East Area Conservationist

It's hard to believe the snow is already starting to fly and accumulate in some areas. I'm just not quite ready for it. And just like the changing of our seasons, another fiscal year has ended, and a new one is already underway. I'm looking forward to the changes that are headed to us in fiscal year 2024. NRCS hasn't quite seen anything like this, in my relatively short 15 years with the agency. We're in an unprecedented time that includes historic dollar amounts to put conservation on the ground! Reflecting on FY2023, here is a snapshot of the East Area, **which includes \$28 million in Financial Assistance!**

EQIP-IRA

We obligated 44 contracts for \$2,646,643, and contracted on over 26,249 acres.

Included within these EQIP numbers:

- 63% of the contracts were Historically Underserved Participants

EQIP-Farm Bill

We obligated 102 contracts for \$8,960,504, and contracted on over 85,087 acres.

Included within these EQIP numbers:

- 38% of the contracts were Historically Underserved Participants

CSP-IRA

We obligated 34 contracts for \$4,564,331 and contracted on over 86,467 acres.

Included within these CSP numbers:

- 29% of contracts went to Historically Underserved Participants

CSP-Farm Bill

We obligated 74 contracts for \$12,124,101 and contracted on over 190,824 acres.

Included within these CSP numbers:

- 21% of contracts were Historically Underserved Participants

RCPP

With the Palouse WRIA 34 Watershed project:

- Seven Contracts totaling \$1.3 million contracted on over 5,000 acres.

CTA

We reported over 231,756 acres, with the help of partners and the conservation accomplishments that were completed.

Staffing

We're looking forward to adding to the East Area this next year with the following positions:

- Area Resource Conservationist will be starting in December; selection has been made
- West Palouse DC will be starting in December; selection has been made
- Area Agronomist-TBD
- Area Range Specialist-TBD
- Cultural Resource Specialist-TBD
- Range Specialist in Colville FO
- Natural Resource Specialists across the area (several new ones have already started)
- Soil Conservationists in several offices
- Partner planner positions-TBD

Partnership Activities

This last month I got the opportunity to attend 3 of our conservation district area meetings. It was fun getting to hear all the great conservation that is going on across the East and Central area. It always amazes me the size, scale, and complexity of projects that our partners continue to work, and the great conservation that's being completed.

Thank you for all the work you do!





West Area

By David Rose

West Area Conservationist

Staff Actions

- We are working to fill the following vacancies: Area Forester in Olympia; Comprehensive Nutrient Management Plan (CNMP) Planner position in the Area Office located in Olympia; Natural Resource Specialist (NRS) position in Chehalis.
- We have made selections for the following positions: RC positions in Port Angeles and Olympia; NRS in Bremerton. All names will be shared once they've arrived.
- New employees in the area include Chris Clark as CNMP Engineer position in Olympia, Erin Gutierrez as RC in Puyallup, Kari Gordon as RC in Longview, John Larsen as RC in Renton, and Dillon Sprague as Civil Engineer in Lake Stevens.

Program Update

The final FY23 Financial Assistance Programs tally for the West Area shows the following: EQIP - 147 contracts for over \$5.3 million, CSP - 20 contracts for over \$484 thousand, RCPP - 9 contracts for over \$289 thousand, **which is more than \$6 million in Financial Assistance!**

It's way too early to have any judgments about FY24, however we do currently have 353 applications for EQIP and 38 for CSP.

Project: Pheasants Forever

"I haven't ever really seen a pheasant around here!" is the first thing that a biologist working for Pheasants Forever in Western Washington hears at most introductions. Fortunately, this non-profit goes so much beyond upland game birds, and has really extended itself into fish and wildlife habitat conservation in general. From forestry projects in the mountains, to South Puget Sound prairie farmers and to cranberry bogs out on the coast, Pheasants Forever partner biologist Wyatt Wood has helped improve many of the diverse habitat types that you can find in the Evergreen State west of the Cascades. He works out of the NRCS office in Olympia but has worked in almost every county in the West Area, from Whatcom in the North to Clark County in the south.

Wyatt works primarily to administer and support Farm Bill programs for the USDA NRCS, his work has also partnered with so many other wonderful players in conservation work here in Washington. He has worked with many different conservation districts, even acting as a guest lecturer to talk about some of the incredible habitats and species present in the state with the public. The US Fish and Wildlife Service often partners with NRCS to implement conservation practices on the ground and have welcomed Pheasants Forever involvement in many of their projects. Wyatt regularly works with Service staff during site visits and meetings about the endangered fish and wildlife species that call Western Washington home. He has also been fortunate enough to work with some of the Native American Tribes, including consulting on a large-scale project with the Shoalwater Bay Indian Tribe ranging from forestry concerns to small-scale agriculture and oyster aquaculture.

One of the best things about working in conservation is how many different players are involved in its implementation. So many passionate people from so many diverse backgrounds dedicate their careers and lives to helping the environment and our natural resources, and having more people involved in conservation is never a bad thing! Wyatt has been a great addition to the Western Washington conservation community, and he looks forward to what future opportunities and projects he might be involved in.





Central Area

By Austin Shero

East Area Conservationist

Washington NRCS is HIRING!!

Washington is overseeing the largest hiring effort we've had since 1986! How exciting! Recently, hiring managers across the state have reviewed applicant pools for Soil Conservationists, Range Management Specialists, and Natural Resources Specialists. We are seeing fantastic applicants, and have been able to extend offers to quite a few applicants!

To date, we have offered and received verbal commitments from:

17 Natural Resources Specialists in 11 locations across the state

2 Range Management Specialists in 2 different locations

3 Soil Conservationists in 3 locations across the state

We are excited to invest in these positions. This will allow us to better serve our fantastic producers and put more high quality conservation on the ground!

Look forward for more hiring in the coming months with similar positions and more! We're also excited to be working with critical groups to bring partner employees onboard to accomplish our conservation mission. These agreements are still being finalized, but should be ready to implement in early Fiscal Year 2024.

Ecological Sciences

NRCS Small Acreage and Urban Agriculture

By Rebecca Anderson Bellanca

Small Farms & Urban Ag Specialist

Washington NRCS Small Acreage and Urban Agriculture has always been a key component of our state's approach to conservation agriculture. When the National Office announced Urban Agriculture as a national priority, major shifts to better help our smaller acreage participants germinated quickly.

Newer practices available to smaller acreage clients include Low Tunnels (821), Raised Beds (812), Soil Carbon Amendment (336), Annual Forages for Grazing Systems (810), Soil Liming (805), and Organic Management Systems (823). An important new practice scenario for smaller scale grazing operations is the new Fence (382) scenario that allows participants to utilize temporary electric fence to better adapt their grazing operation to

facilitate greater stocking densities in smaller paddocks.

Almost all practices available to participants now have a small-scale payment scenario, reimbursing the participant on the per square foot, per thousand square feet, per linear foot, or for each instance of a practice installed.

Training for Field Office Planners has been increasing across the state. More and more, the new planners coming into our offices are keenly interested in small scale agriculture and are seeking training in how to best serve our smaller acreage participants. On the job training requests have come in from across the state, offering training for the planners while assisting landowners. State trainings on Basic Organic Systems and Small Farm Crop Systems are being created to provide formal training to planners, new and experienced, as well.

As urban and small-scale agriculture continues to proliferate across the state, NRCS Washington will keep an ear to the ground, truly hearing what producers and planners need to best get conservation on the ground, and seek to facilitate tools and training to best help them accomplish their goals.



Programs

Five projects in Washington to receive \$74.3 million through RCPP

SPOKANE VALLEY, Wash. (Nov. 3, 2023) – Five projects in Washington will receive \$74.3 million in funding through the Regional Conservation Partnership Program (RCPP).

RCPP leverages a voluntary approach to conservation that expands the reach of conservation efforts and climate-smart agriculture through public-private partnerships. Historic funding is made possible by both the Inflation Reduction Act and the Farm Bill. Additionally, the U.S. Department of Agriculture announced improvements to RCPP as well as an unprecedented \$1 billion investment to advance partner-driven solutions to conservation on agricultural land through 81 projects across the nation.

“NRCS is honored to partner with these wonderful organizations to enhance stewardship across the state,” said Roylene Comes At Night, the state conservationist for the Natural Resources Conservation Service in Washington (NRCS-WA). “Through strong partners in Washington, at the same time as this incredible level of investment through the Inflation Reduction Act, together, I’m proud to say we’re taking full advantage of this once-in-a-generation opportunity to enhance our natural resources across the state.”

Five projects were funded in Washington:

Odessa Groundwater Replacement Program EL 84.7 Landowner Extension Mainline

Lead Partner: Grant County Conservation District

Total Funding Request: \$19,666,600.00

This project will complete one of the nine lateral systems in the Odessa Groundwater Replacement Program located in Central Washington. The finished EL 84.7 lateral will replace groundwater irrigation with Columbia River surface water for a total of 7,138 acres currently relying on rapidly declining groundwater wells, thereby helping to prevent source water depletion. Drilling deeper wells or converting to dryland crops are economic risks and won’t sequester as much

carbon as irrigated production can through biomass accumulation. By reducing the extraction from deep groundwater wells, the aquifer can recharge naturally over time, maintaining its long-term viability. This benefits the local communities who rely on it for their drinking water supply by ensuring a stable and reliable water supply for future generations.

Odessa Groundwater Replacement Program EL 80.6 Landowner Extension Mainline

Lead Partner: Grant County Conservation District

Total Funding Request: \$13,100,000.00

This project is part of the Odessa Groundwater Replacement Program located in the heart of the Columbia River Basin in Central Washington, with the goal to replace groundwater irrigation with Columbia River surface water for 5,222 acres of high-value irrigated farmland currently relying on the rapidly declining Odessa Subarea Aquifer, thereby helping to prevent source water depletion. Once constructed, this project would deliver Columbia Basin Project water from the East Columbia Basin Irrigation District’s canal to a total of 10 farms effectively removing 11 wells from pumping groundwater and conserving 15,888 acre-feet (5.1 billion gals) of water in the aquifer each year.

Odessa Groundwater Replacement Program EL 86.4 On-Farm Project

Lead Partner: Grant County Conservation District

Total Funding Request: \$7,200,000.00

This project is part of the Odessa Groundwater Replacement Program (OGWRP) located in the heart of the Columbia River Basin in Central Washington. The goal of the Grant County Conservation District’s project is to replace groundwater irrigation with Columbia River surface water for 5,426 acres of high-value irrigated farmland currently relying on the rapidly declining Odessa Subarea Aquifer, thereby helping to ... *(cont.)*





Programs *(continued)*



prevent source water depletion. Without more reliable surface water, farmers will continue to be impacted by declining groundwater levels. The goal is to conserve as much of the remaining aquifer as possible for the 25 communities that rely on it for their drinking water supply. This project will build upon funding through the Washington State Legislature to build the EL 86.4 mainline, utilizing RCPP to complete on-farm infrastructure.

Upper Yakima River Water Supply and Fish Habitat Improvements

Lead Partner: Kittitas County Conservation District

Total Funding Request: \$17,804,878.00

The Upper Yakima River Water Supply and Fish Habitat Improvements project will address critical needs for integrated conservation and restoration of watersheds in the Upper Yakima River of Central Washington. This supports the Yakima Basin Integrated Plan, a 30-year water resiliency plan to protect and enhance fish and natural resources, improve water availability and reliability, establish more efficient water markets, manage the variability of water supplies, and prepare for the uncertainties of climate change through operational and structural changes throughout the watershed. The Kittitas County Conservation

District will k assist producers with on-farm and delivery irrigation practices and habitat practices to improve water use efficiency, water quality and fish habitat availability. This project will replace 6 irrigation diversion structures with fish friendly structures opening up 2 miles of habitat, install 3 acres of riparian habitat; realize over 1,000 acre/feet of annual water savings.

Absolute Enteric Methane Reductions in Washington State Dairies: A New Frontier on the Journey to Net Zero

Lead Partner: AGSPIRE INC.

Total Funding Request: \$16,500,000.00

Agspire Inc's Absolute Enteric Methane Reductions in Washington State Dairies project will help producers reduce and avoid greenhouse gas emissions. This project will generate a reduction of approximately 225,000 MTCO₂e from enteric methane production in the NDA milkshed – lowering the GHG impact in the region, while providing producers in the milkshed with approximately \$23 million in additional revenue from their use of 3-NOP. This reduction is equivalent to the carbon implications of taking 50,069 cars off the road, and it will come at no cost to production for the NDA milkshed, which produces over 9 million lbs. of milk annually and supplies over 1,900 jobs.





Management & Strategy

NRCS Washington Hiring Actions

By Chas Scriptor

ASTC for Management & Strategy

During Fiscal Year 23 NRCS-WA filled 41 positions, some of which were backfills. So far in FY24 we have filled 8 positions, plus there are 9 more positions where selections have been made and staff will enter on duty over the next weeks and months.

Currently there are 80 positions in process to be filled. Those 80 positions include new NRCS staff identified as needed to implement Inflation Reduction Act (IRA) activities as well as backfill positions. In addition, 50 IRA Full Time Equivalent (FTE) positions are planned to be filled using agreements or contracts with partners. There are also other positions targeted to be added but not yet in the process of being filled.

With these additional staff hires comes the need for additional office space. We are working to find additional space in current locations, by potentially acquiring un-needed space from partner agencies, and we will look for new office space opportunities as current leases expire.

Positions Filled in FY23

Position	Location
Civil Engineering Technician (CET)	Chehalis
Soil Conservationist (Pathways)	Chehalis
Soil Conservationist	Clarkston
Soil Conservationist	Colfax
Soil Conservationist	Davenport
Soil Conservationist (Pathways)	Davenport
Administrative Assistant	Ephrata
Cultural Resources Specialist	Ephrata
District Conservationist	Ephrata
Soil Conservationist (1890 Scholar)	Lake Stevens
Resource Conservationist	Montesano
Administrative Assistant	Olympia
Area Program Specialist	Olympia
Urban Team Soil Conservationist	Olympia

Area Civil Engineering Technician (CET)	Olympia AO
Cultural Resources Specialist	Olympia AO
Civil Engineer	Pasco
Soil Conservationist	Pasco
Soil Conservationist	Port Angeles
Biological Science Technician	Pullman PMC
District Conservationist	Puyallup
Program Support Assistant	Puyallup
Soil Conservationist	Puyallup
Soil Conservationist	Puyallup
Soil Conservationist	Renton
Administrative Assistant	Spokane SO
Administrative Assistant	Spokane SO
Administrative Assistant	Spokane SO
Administrative Program Specialist (HR Specialist)	Spokane SO
Cultural Resources Specialist Archeologist - State	Spokane SO
Engineer (Design Engineer)	Spokane SO
Forester (State Forester)	Spokane SO
Program Specialist (Easements)	Spokane SO
Public Affairs Specialist (now vacant)	Spokane SO
Soil Conservationist	Spokane Valley
Soil Conservationist	Spokane Valley
Soil Conservationist	Vancouver
Resource Conservationist	Waterville
Resource Conservationist	Wenatchee
Resource Conservationist	Wenatchee
Area Easement Position	Yakima

Positions Filled in FY24 (Current as of Nov. 3)

Position	Location
IRA Soil Conservationist	Colfax
Natural Resource Specialist	Colfax
Rangeland Management Specialist	Colville
Natural Resource Specialist	Davenport
Natural Resource Specialist	Davenport
Resource Conservationist	Longview
Resource Conservationist	Puyallup
Resource Conservationist	Renton



Management & Strategy *(continued)*

Hiring Actions in Process

Position	Location
Natural Resource Specialist	Bremerton
Soil Conservation Technician	Colfax
Soil Conservationist (Pathways)	Colfax
CET / ENG	Colville
Forester	Colville
Natural Resource Specialist	Colville
Natural Resource Specialist	Colville
Program Support Assistant	Colville
Natural Resource Specialist	Davenport
Program Support Assistant	Davenport
Rangeland Mgmt Specialist	Davenport
Area Agronomist	Ephrata
Area CET	Ephrata
IRA Soil Conservationist	Ephrata
Natural Resource Specialist	Ephrata
Natural Resource Specialist	Ephrata
Natural Resource Specialist	Ephrata
Program Support Assistant	Ephrata
Resource Conservationist	Ephrata
CET / ENG	Ephrata
RCPP Coordinator	Ephrata, Ellensburg, Wenatchee, Yakima
Engineer	Ephrata or Yakima
IRA Soil Conservation Technician	Everson
Soil Conservationist (Pathways)	Lake Stevens
Soil Conservation Technician	Montesano
Natural Resource Specialist	Mt. Vernon
Soil Conservationist (Pathways)	Okanogan
Area Forester	Olympia
IRA Program Admin	Olympia
Soil Conservationist (Pathways)	Olympia
CNMP Ag ENG	Olympia WAO
CNMP Specialist	Olympia WAO
IRA Soil Conservation Technician	Pasco
Soil Conservationist (Pathways)	Pasco
Forester	Pomeroy
IRA Soil Conservationist	Pomeroy
Resource Conservationist	Port Angeles
IRA Soil Conservationist	Prosser
Natural Resource Specialist	Prosser

Biological Science Tech	Pullman
Biological Science Tech	Pullman
Biological Science Tech	Pullman
Soil Conservationist (Pathways)	Pullman
Soil Conservationist (Pathways)	Puyallup
Natural Resource Specialist	Republic
Soil Conservation Technician	Republic
Natural Resource Specialist	Ritzville
Natural Resource Specialist	Ritzville
Rangeland Mgmt Specialist	Ritzville
Soil Conservationist (Pathways)	Ritzville
Area CET	Spokane EAO
Area Range Specialist	Spokane EAO
Area Resource Conservationist	Spokane EAO
CNMP Specialist	Spokane EAO
Cultural Resources Specialist	Spokane EAO
Engineer (Pathways)	Spokane SO
Geologist	Spokane SO
Geologist (Pathways)	Spokane SO
IRA Area Programs Admin	Spokane SO
IRA Program Admin	Spokane SO
IRA Public Affairs Specialist	Spokane SO
Management Analyst (Grants and Agreements Specialist)	Spokane SO
Public Affairs Specialist	Spokane SO
Realty Specialist	Spokane SO
District Conservationist - Yakama Tribal Team	Toppenish
Soil Conservationist (Pathways)	Vancouver
IRA Soil Conservation Technician	Walla Walla
IRA Agronomist	Waterville
Natural Resource Specialist	Waterville
Soil Conservation Technician	Waterville
IRA Program Admin	Wenatchee
IRA Irrigation lead (planner)	Yakima
IRA Soil Conservationist	Yakima
Natural Resource Specialist	Yakima
Program Support Assistant	Yakima
Soil Conservationist (Pathways)	Yakima



Management & Strategy *(continued)*

FTE Positions Identified to be filled via Agreements with Partners

Partner	Position Type	Location
Specific CD Agreement	IRA Cultural Resources Specialist	Area Office
Tribes	IRA Tribal conservation planner (East/Central Floater)	East Area Office
Specific CD Agreement	IRA Cultural Resources	Ellensburg
Pheasants Forever	IRA-Easement Habitat Specialist	Ephrata
Pheasants Forever	IRA-Easement Habitat Specialist	Mt Vernon
Pheasants Forever	IRA-Easement Specialist	Mt Vernon
Washington Dairy Federation	IRA West Area Outreach Specialist	Olympia
Tribes	IRA Tribal conservation planner	Olympia
Tribes	IRA Tribal training coordinator and outreach	Olympia
Tribes	IRA TEK Agronomist	Olympia
Washington Wheat Growers	IRA East Area Outreach Specialist	Pasco
NFWF	IRA Forester	Puyallup
Tribes	IRA Forester	Quinault Nation
NFWF	IRA Forester	Republic
NFWF	IRA Area Forester	Spokane Valley
Pheasants Forever	IRA-Easement Habitat Specialist	Spokane Valley
NFWF	IRA Fish Biologist	Walla Walla
Washington Cattlemen's Association	IRA Central Area Outreach Specialist	Wenatchee
NFWF	IRA Area Forester	Wenatchee
NFWF	IRA Forester	Wenatchee
NFWF	IRA Area Biologist	Wenatchee

FTE Positions Identified to be filled via Contracts

Entity	Position Type	Location
Contractor	IRA Programs Assistant	Chehalis
WSCC / Conservation Districts	IRA Soil Conservationist	Chehalis
Contractor	IRA Programs Assistant	Colfax
WSCC / Conservation Districts	IRA Soil Conservationist	Colfax
Contractor	IRA Programs Assistant	Colville
WSCC / Conservation Districts	IRA Soil Conservationist	Davenport
WSCC / Conservation Districts	IRA Soil Conservationist	Ellensburg
Contractor	IRA Programs Assistant	Ephrata
WSCC / Conservation Districts	IRA Planner/Irrigation Planner	Ephrata
WSCC / Conservation Districts	IRA CNMP Planner	Everson
WSCC / Conservation Districts	IRA Soil Conservationist	Lake Stevens
Contractor	IRA Programs Assistant	Mt. Vernon
WSCC / Conservation Districts	IRA General Sciences	Okanogan
Contractor	IRA Programs Assistant	Olympia
WSCC / Conservation Districts	IRA Soil Con Tech	Pomeroy
Contractor	IRA Programs Assistant	Prosser
Contractor	IRA Programs Assistant	Ritzville
WSCC / Conservation Districts	IRA Soil Conservationist	South Bend
WSCC / Conservation Districts	IRA Soil Conservationist	Spokane EAO
WSCC / Conservation Districts	IRA Soil Conservationist	Spokane EAO
Contractor	IRA-RCPP Program Analyst	Spokane Valley
Contractor	IRA Programs Assistant	Walla Walla
WSCC / Conservation Districts	IRA Soil Conservationist	Walla Walla
Contractor	IRA Programs Assistant	Waterville
WSCC / Conservation Districts	IRA RMS	Waterville
WSCC / Conservation Districts	IRA CRP Planner	Wenatchee
WSCC / Conservation Districts	IRA Soil Conservationist	Wenatchee
WSCC / Conservation Districts	IRA CNMP Planner	Yakima





Partnerships

LWG Update

(Local Working Group)

By Nick Vira

NRCS-WA Partnership Liaison

In October NRCS hosted a kickoff meeting for Local Work Group Chairs to announce new changes to the local work group processes for this year and to discuss new and emerging opportunities for work groups to get more involved. This year LWGs will have an accelerated timeline and are requiring all LWGs to set their meeting date by December 8, 2024 and to hold the meeting by May 10th, 2024.

This year, LWGs are primarily responsible for determining their local EQIP fund pools. Additionally, LWGs may recommend new needed conservation practices, recommend priority watersheds for the National Water Quality Initiative (NWQI), submit local initiatives, or develop Inflation Reduction Act (IRA) funded project proposals for EQIP and/or CSP.

IRA Project Proposals

In FY24, NRCS awarded over \$4 million in additional funds to support IRA Project Proposals submitted by LWGs. LWGs may submit additional project proposals this year, and proposals must be submitted by the LWG chairperson by May 24, 2024. IRA project proposals must align with at least one of the overall priorities of the IRA: Soil Health; Livestock & Grazing; Energy, Combustion & Electricity Efficiency; and Agroforestry, Forestry, and Upland Wildlife Habitat. Only approved Climate Smart practices can be utilized to support these proposals, so proposals will need to select from the suite of IRA practices that directly improve soil carbon; reduce nitrogen losses; reduce, capture, avoid, or sequester carbon dioxide, methane, or nitrous oxide emissions associated with agricultural production. Proposed activities should align with IRA data layers

that have been provided to LWGs, which reflect practice suitability and priority across geographic areas of the state. All proposals must provide significant evaluation and demonstration of workload (landowner participation) to justify the amount of their financial request.

NWQI

The purpose of NWQI is to reduce sediment, nutrients and pathogens within 12 digit Hydrologic Unit Code (HUC) watersheds. In Washington State, NWQI watersheds are proposed by LWGs. When an opening for new enrollment becomes available (following completion of an existing watershed project) NRCS works with State and Federal partners to select which watershed(s) will be selected for the “planning phase” of NWQI which is when a comprehensive watershed inventory and plan is developed. Once the watershed plan is developed and approved, that watershed is moved to the “implementation phase” at which time it is eligible to receive dedicated EQIP and CSP funds for a multiyear period until established goals have been met. Currently Washington has three active watersheds: Crab Creek in Grant County, Mill Creek in Walla Walla County, and Spring Creek/Union Flats in Whitman County.

Anyone seeking additional information on LWGs can contact their chairperson or Nick Vira, or follow the QR code.





Engineering

PL-566 | Small Watershed Program Activities

By Larry Johnson

NRCS-WA State Conservation Engineer

NRCS National Contract for A&E services – Status Report

NRCS relies heavily on a national NRCS contract to support watershed program activities ranging from Preliminary Investigation Feasibility Reports (PIFRs), Watershed Planning, engineering planning and design and more. Without an active contract, all work for the Small Watershed Program essentially comes to a complete halt. The most recent contract expired spring of 2023 and NRCS has been without an active contract for 6 months. Our NRCS national office announced an opportunity to be considered for a contract January 2023 and have been diligently reviewing proposals and awarding contracts around the country. It was anticipated that an award would be completed for our region by the time the existing contract expired, which isn't the case. It is anticipated that an award will be completed by the end of the December 2023, at which time we can move forward with Small Watershed Program activities.

Congressional Directed Spending

Clallam County received Congressional Directed Spending (Earmark) for the Dungeness Off-Channel Reservoir. The County requested an appropriation from Senator Patty Murray's office in the amount of \$2,728,000 to cover the estimated construction cost for piping the main Highland Irrigation District irrigation ditch. The funding was delivered to NRCS through the Small Watershed Program. Since the funding was delivered to NRCS through the Small Watershed Program, all programmatic requirements must be met. If we are required to

follow all programmatic requirements, we will not be able to pass the funding to the County for nearly 2 years. NRCS WA is discussing options with our national office to determine potential streamlining opportunities for the project. Our goal is to find the most efficient way to deliver the construction funding to the County.

Odessa Groundwater Aquifer Replacement Project

NRCS announced our intent to adopt the USBR FEIS for the Odessa Subarea Special Study and was announced November 2, 2023. Please follow the link for details. [NRCS intends to adopt Reclamation's Odessa Subarea Special Study Final Environmental Impact Statement \(govdelivery.com\)](https://govdelivery.com).

Once the USBR FEIS is fully adopted, NRCS and the East Columbia Irrigation District (ECBID) will be able to move forward with the development of a watershed plan to include all the remaining and pumping structures that area awaiting funding for construction. Preliminary watershed planning activities have already commenced. Full adoption will pave the way for NRCS to begin Tribal and Public scoping meetings. We anticipate that our tribal and public outreach activities will be initiated this month (November 2023).

The ECBID subcontracted with the Columbia Basin Conservation District (CBCD) to develop the watershed. A contract was awarded by the (CBCD) to the Farmers Conservation Alliance (FCA) to provide 100% technical support for all related watershed planning needs.

Clallam County Off Channel Reservoir

Clallam County has decided not to pursue funding through the NRCS Small Watershed Program.





Engineering *(continued)*

City of Brewster

FEMA has been working with the City of Brewster to developing new floodway zones through the city. The city is very interested to know if the Small Watershed Program can help them address the flood impacts that have been identified through the FEMA model. NRCS has completed initial screening the of project needs and have concluded that the project needs fall well within scope of the Small Watershed Program. NRCS has developed a Statement of Work (SOW) to complete a Preliminary Investigation Feasibility Report (PIFR) and have requested funding to complete a PIFR for the City or Brewster. The PIFR will be used to determine overall program eligibility for the Small Watershed Program. Update: No further action is possible until after the National Engineering Services Contract has been awarded.

Chelan County

The Chelan County Natural Resource Department (CCNRD) aims to coordinate watershed efforts to increase watershed resiliency through the implementation of projects designed to

restore river ecosystem processes, enhance floodplain connection, reduce erosion and sediment input, enhance water quality and quantity, improve water delivery systems, and promote the long-term viability of sustainable agriculture in the Wenatchee Watershed.

NRCS is planning on initiating a PIFR once the National Engineering Services Contract has been awarded.

Gardina Farms Irrigation - District Walla Walla County

This project was developed as part of a Comprehensive Irrigation District Management Plan (CIDMP) funded by Washington State Department of Agriculture. The plan uses a voluntary incentive-based approach that provides a means for irrigation districts to meet requirements under the Clean Water Act (CWA), the Endangered Species Act (ESA), and continue supplying water to meet local irrigation needs. The

GFD is actively improving the efficiency of their

irrigation system and have completed several irrigation efficiency projects over the past 20 years. The proposed project is to replace the degraded Pine Creek Siphon and convert 11 miles of earthen canal to pipe.

NRCS is planning on initiating a PIFR once the National Engineering Services Contract has been awarded.

WA State Wildfires

Update: NRCS has completed evaluations a number of wildfires across the state for eligibility for the Emergency Watershed Protection Program (EWPP).

Newell Road Fire (Klickitat Co.)- Review completed, eligible for EWPP assistance.

Gray Fire (Spokane Co.) - Review completed, ineligible for EWPP assistance.

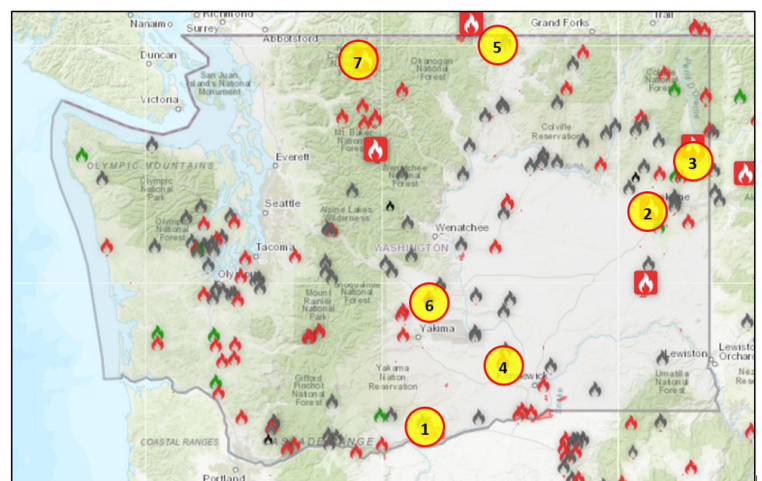
Oregon Fire (Pend Oreille Co.)- Review completed, ineligible for EWPP assistance.

Hanson Road Fire (Benton Co.) - Review completed, ineligible for EWPP assistance.

Eagle Bluff Fire (Okanogan Co.) - Review completed, eligible for EWPP assistance.

Baird Springs Fire (Grant Co.) - Review Completed, ineligible for EWPP assistance.

Sourdough Wildfire (Skagit Co.) - Review completed, eligible for EWPP assistance.





Public Affairs

Things are looking *great!*

By Nate Gallahan

NRCS-WA State Public Affairs Specialist

SPOKANE VALLEY, Wash. — It has been a busy few months and things are looking great!

We've recently hired on a new administrative assistant to my team, Macayla Leyden, who is a real rockstar! Her primary duties will be to help our small team with the more than 100 events we represent NRCS at. This not only includes preparing materials, but also helping with coordinating the financing and such. She's also excited to help with publishing our news releases and other communications products. I'm extremely excited to get her trained up!

Then, we've finalized our cooperative agreement with the Washington Dairy Federation, who hired on Alicia McCarthy as an area outreach coordinator. She'll be working hard to both assist dairy producers across the state and producers in the West Area connect with our agency to help them improve stewardship of their land.

We are also working similar cooperative agreements with the Washington Cattlemen's Association and the Washington Wheat Growers. WCA will be hiring an outreach coordinator to help raise awareness of our agency with the beef industry statewide, and producers across the central area. The Wheat Growers will be hiring an outreach coordinator to assist the small grain industry statewide connect with us, and producers across the east area.

Then, six other organizations have signed Equity in Outreach Cooperative Agreements with our National Headquarters. While each one is unique in its goals and methods of achieving them, each one is amazing and will help us get the word out to historically underserved producers.

These all represent a huge increase in our ability to reach out to producers and hopefully raise awareness of all the programs and opportunities we harbor.

This isn't everything though! Hopefully over the next few months, we'll be advertising two Public Affairs positions. One will concentrate on traditional and social media, and marketing. Then, the second will concentrate on story-sharing and product development. Once these two positions are filled, my team will finally be complete, and the sky will be the limit!

All of this is with the intent of implementing our comprehensive, synergistic, and streamlined Communications & Outreach strategy. The goal: raise awareness of who we are and how we can help everyone with the incredible capacity afforded us through the Inflation Reduction Act funding. I'll be sharing our Communications & Outreach strategy in the next Partner Activity Report, as I am a true believer in organizational listening, and I sincerely hope to receive some feedback on how it all looks from outside our agency and how I can make it the best it can possibly be.



NRCS-WA News



NRCS intends to adopt Reclamation's Odessa Subarea Special Study Final Environmental Impact Statement

SPOKANE VALLEY, Wash. (Nov. 1, 2023) – The Department of Agriculture Natural Resources Conservation Service (NRCS) is adopting the Bureau of Reclamation's (Reclamation) 2012 Odessa Subarea Special Study Final Environmental Impact Statement (FEIS) produced in cooperation with the Washington State Department of Ecology (Ecology).

With the NRCS adoption of the FEIS and issuance of a Record of Decision (ROD) that concurs with Reclamation's selected alternative, East Columbia Basin Irrigation District (ECBID) — in partnership with Reclamation, Ecology, and NRCS — will streamline the development of a Watershed Plan under the Watershed Protection and Flood Prevention Program authorized by Public Law 83-566 by utilizing the FEIS environmental compliance document already produced. With an Authorized Watershed Plan, ECBID will be eligible to pursue NRCS federal funding to support the phased implementation of the Odessa Groundwater Replacement Program.

Located in Central Washington, ECBID is the largest irrigation district in the state, with authorization to irrigate 472,000 acres. Currently, 169,000 acres are developed and managed by 4,500 landowners within the federal Columbia Basin Project (CBP). The FEIS analyzed the potential to replace groundwater irrigation on up to 102,600 acres of land in the Odessa Subarea with surface water from the CBP.

The Odessa Subarea aquifer is experiencing significant declines in groundwater levels. Domestic, commercial, municipal, and industrial uses, as well as water ... *(Continue reading via the QR code.)*





RCPP News



U.S. DEPARTMENT OF AGRICULTURE

**WE'RE WORKING
TO IMPROVE THE
REGIONAL CONSERVATION
PARTNERSHIP PROGRAM**

USDA Streamlines Regional Conservation Partnership Program, Invests Unprecedented \$1 Billion in 81 Conservation Projects

The U.S. Department of Agriculture (USDA) is making historic investments to the Regional Conservation Partnership Program (RCPP) and streamlining the program to make it work better for producers and partners. This combination will deliver conservation at a scale never before achieved through RCPP. This year, more than \$1 billion is being invested to advance partner-driven solutions to conservation on agricultural land through 81 projects.

RCPP leverages a voluntary approach to conservation that expands the reach of conservation efforts and climate-smart agriculture through public-private partnerships. Historic funding is made possible by both the Inflation Reduction Act, part of President Biden's Investing in America agenda, and the Farm Bill.

RCPP Improvements

USDA's Natural Resources Conservation Service (NRCS) has identified ways to streamline and simplify RCPP, ease the burden on employees and partners, and help maximize flexibility for partners to leverage their investments with NRCS resources and capabilities.

Through a concerted effort over the past eight months, using guidance, feedback and expertise from partners, employees, leadership and stakeholders, NRCS has identified several improvements that the agency will implement in the months and years ahead.

Improvements include:

- Streamlining RCPP agreements for fiscal year 2023 awards and moving to one programmatic agreement to begin implementing the RCPP projects awarded under the fiscal year 2024 notice of funding opportunity. This will allow partners to more quickly begin implementation of their RCPP projects.



(Read more via the QR code.)





RCPP News

Odessa Groundwater Replacement Program (OGWRP) EL 80.6 and 84.7 On-Farm Project RCPP Applications Deadline Announced

SPOKANE, Wash.

(Nov. 3, 2023) – The USDA Natural Resources Conservation Service (NRCS) will accept applications starting immediately, until December 8, 2023 for the “Odessa Groundwater Replacement Program (OGWRP) EL 80.6 and 84.7 On-farm Project” Regional Conservation Partnership Program (RCPP) project. This RCPP includes Adams County.



(Read more via the QR code.)

Cascadia Conservation District now accepting Fuel Break and Forest Resilience RCPP applications

Landowners interested in improving forest health, wildfire, and drought resilience, along with helping protect critical infrastructure, are encouraged to apply for the Regional Conservation Partnership Program (RCPP) before November 15th 2023.

Cascadia Conservation District is working with the U.S. Department of Agriculture’s Natural Resources Conservation ...



(Read more via the QR code.)

Middle Columbia Steelhead Partnership RCPP Applications Deadline Announced

SPOKANE, Wash.

(October 18, 2023) – The USDA Natural Resources Conservation Service (NRCS) will accept applications starting immediately, until November 17, 2023 for the “Middle Columbia Steelhead Partnership” Regional Conservation Partnership Program (RCPP) project. This RCPP includes lands in Kittitas, Yakima, Klickitat and Skamania Counties.



(Read more via the QR code.)

Clark Conservation District to start accepting RCPP Poop Smart Clark applications

VANCOUVER, Wash.

– Clark Conservation District and USDA’s Natural Resources Conservation Service will start accepting applications for their Poop Smart Clark Regional Conservation Partnership Program funding beginning October 9, 2023, until January 19th, 2024.

This RCPP covers all of Clark County, but the focus areas are the East Fork Lewis River and Lacamas Creek Watersheds. Primary Resource Concern ...



(Read more via the QR code.)





RCPP News *(continued)*



Palouse CD to start accepting RCPP Palouse River Watershed applications

PULLMAN, Wash. -

Palouse Conservation District and USDA's Natural Resources Conservation Service will start accepting applications for their Palouse River Watershed Regional Conservation Partnership Program (RCPP) funding starting Oct. 2, 2023, until Nov. 3, 2023. This RCPP covers land within the Palouse River Watershed (WRIA 34) and includes land in Whitman, Spokane, Adams, and Lincoln counties.

The Palouse River Watershed RCPP is a partnership program led by Palouse Conservation District that provides technical assistance and funding for land management activities. Funding is available for practices that improve Soil Health, Water Quality, and Habitat. Common practices include: No-Till, Reduced Till, Cover Crop, Nutrient Management, Field Border, Filter Strip, Riparian Forest Buffer, Conservation Cover, and Conservation Crop Rotation.



Primary Resource Concern Categories are:

- Wind and Water Erosion
- Concentrated Erosion
- Soil Quality Limitations
- Field Sediment, nutrient, and pathogen loss
- Terrestrial habitat
- Aquatic habitat

Regional Conservation Partnership Program (RCPP) is a voluntary program that provides financial and technical assistance to agricultural producers to plan and implement conservation practices that improve soil, water, plant, animal, air, and related natural resources on agricultural ground. Eligible producers and entities interested in applying for financial assistance through this special RCPP sign-up may apply now.

The Natural Resources Conservation Service will work with partners through the RCPP to provide financial and technical assistance for landowners and producers wanting to address natural resource concerns in the Palouse River Watershed.

RCPP funding is limited, and applications will be subject to a ranking system. To be eligible, it is important that interested parties visit their local Farm Service Agency offices as soon as possible to ensure that their farm records are established.

All applicants must have their farm records established and their eligibility paperwork ...

(Read more via the QR code.)





NRCS News

USDA Increases Minimum Annual Payment for Conservation Stewardship Program

USDA is increasing the minimum annual payment to producers in the Conservation Stewardship Program (CSP) from \$1,500 to \$4,000 in fiscal year 2024. The increase will address inflation and other challenges faced by small scale, underserved, and urban producers and improve equity in the program by making participation more financially beneficial for smaller operations. The new minimum payment amount will be available for new and renewed CSP contracts.

Farmers.gov Local Dashboard Now Available for Producers in Washington

Access local data to assist with your farming operation including weather forecasts and up-to-date commodity pricing

Farmers in Washington can now access county specific farming data and USDA resources all in one place via the new farmers.gov local dashboard. Your new farmers.gov local dashboard includes farming data and USDA resources including USDA news, commodity pricing, weather forecasts, historical climate data, past storm events, USDA service center locator and additional state resources for Washington and your county. The dashboard transforms complex data sets into easy-to-read charts and graphs to help you quickly find information that matters to you.



Share Your Harvesting Experience for Farmers.gov's #Harvest2023 campaign

As America's farmers harvest the crops that feed, clothe, and fuel our world, let's fill the Farmers.gov social media feed with their stories about this year's harvest season. We'd also like to see how it's going for farmers that participated in our #Plant2023 campaign in the spring.

To share your experience on @FarmersGov social media, follow these steps:

1. Collect photos of what's happening on your operation as you harvest. If you're comfortable, we'd love to see the people that make it happen, like friends and family.
2. Write an email to FP.Social@usda.gov, attach your photos/video, and tell us:
 - Your name, the location of your operation, and the name of your operation
 - Your operation's Facebook, Instagram, and/or Twitter pages, if you have them.
 - What are you harvesting this year?
 - Where does your harvest go? How is it used?
 - What are your personal thoughts on this year's harvest season?

Please note that by submitting your photo/video, you are granting USDA permission to use these materials for outreach and education purposes.

Remember to follow @FarmersGov on [Facebook](#), [X](#) (formerly known as Twitter), and [Instagram](#), and we look forward to sharing your story!





NRCS News



Learn How Keeping the Stubble Can Help Your Farm Throughout No-Till November 2023

Keep the stubble and help your farm by adopting no or reduced tillage

This November, USDA's Natural Resources Conservation Service (NRCS) is again playing off the popular awareness campaign, "No-Shave November" with our very own campaign, "#NoTillNovember." No-till (also called zero tillage or direct seeding/drilling) is a way of growing crops or pasture year over year with minimal soil disturbance through tillage. Disturbing your soil through tillage reduces water infiltration, increases runoff, and can make the soil less productive. Tillage also disrupts the soil's natural biological cycles, damages soil structure, and increases erosion.



USDA Announces 2024 Tribal Scholarships and Fellowships

The application deadline is December 1, 2023.

The U.S. Department of Agriculture (USDA) has announced two tribal higher education opportunities to train the next generation of agricultural professionals and strengthen ties with tribal higher education institutions. The USDA 1994 Tribal Scholars Program offers a fast-track career path with USDA, and the Terra Preta do Indio Tribal Faculty Fellowship engages tribal college faculty with USDA resources and research. These programs reflect USDA's commitment to advance equity and remove barriers to service for tribal nations and encourage tribal workforce development. Today's announcement also marks the 29th anniversary of the day legislation was signed to give tribal colleges land-grant status.



Urban Producers, Public Invited to Attend November Meeting of Federal Advisory Committee for Urban Agriculture and Innovative Production

Meeting will take place November 29, 10 a.m. to noon PST

We're inviting urban producers, innovative producers, and other stakeholders to virtually attend a public meeting of the Federal Advisory Committee for Urban Agriculture and Innovative Production on November 29 from 10 a.m. to noon PST.



WACD and NACD Update for the
December 12, 2023
Thurston Conservation District Board Meeting

NACD – National Association of Conservation Districts

1. **NACD by-laws changes.** The deadline for submitting bylaw amendments is this week, by December 8, 2023. NACD's current Bylaws can be found on the [Board of Directors webpage](#).
2. **Resolutions for NACD consideration.** The deadline for submitting resolutions is December 29, 2023. In order for a resolution to be presented to NACD's Board, the sponsor(s) must meet the requirements outlined in this [NACD Policy Development Description document](#). NACD's 2023 Policy Book can be found on the [Board of Directors webpage](#).
Washington is putting forth five resolutions to NACD:
 1. Interest-Free conservation agriculture equipment loan program
 2. Carbon Conservation Stewardship Program
 3. Communication about Fuel Breaks in CRP
 4. Cancelling FSA contracts
 5. CREP Contract Communications and Payment Inconsistency
3. **NACD Annual Meeting** - 2024 Annual Meeting in San Diego, California on February 10-14, 2024 and with the themes below. [Registration](#) is open.
 - Sustainable agriculture – compost, pollinators, and wine.
 - Urban agriculture in southern San Diego County.
 - Collaboration on forest health – a site managed by Girl Scouts
4. **Upcoming meetings**
February 10-14, 2024NACD 2024 Annual Meeting in San Diego
March 20, 2024NACD Fly-In, Washington DC
August 10-14, 2024NACD 2024 Summer Meeting in Boston
To Be Determined.....NACD 2024 Pacific/SW Region Joint meeting - Alaska

WACD – Washington Association of Conservation Districts

1. **WACD Annual Conference** – November 27-29 in Wenatchee.
 - Link to 2023 WACD Annual Conference and Business meeting (including the agenda to see the subjects covered) - <https://hub.wadistricts.org/annual/2023meetings/conference/>
 - WACD will be sending out a survey in the next week or two.
 - Twenty-eight resolutions were considered by the WACD membership (<https://hub.wadistricts.org/wacd/resolutions/>)
Five resolutions are going to NACD (see above).

Statistics on Attendance

- 39 CDs participated online or in person (out of 45)
- 66 virtual attendees
- 136 in-person attendees
- 14 different partner entities attended, including some sponsors.
- Over 26 speakers, and 27 sponsors

WACD Legislative Days – This event is on Thursday, January 25th. For assistance with appointments, contact [Ryan Baye](#).

Item

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

January 23, 2024, 5:00 pm - 7:25 pm

Zoom Meeting Link:

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

Passcode: 2918

Meeting ID: 916 5857 7844

Call in: 1-253-215-8782

Work Session Topic List

5:00 pm – 6:00 pm

1. Topic List Review, *All*
2. Staff Presentation: Shore Friendly/Bulkhead Projects, *Karin Strelloff*
3. Conservation and Education Center (CEC) Development, *All*
4. New Office Update, *Sarah Moorehead*
5. Important Updates & Announcements
 - a. Board of Supervisors, *All*
 - b. Executive Director, *Sarah Moorehead (Executive Director)*

Board Meeting

6:30 pm – 7:25 pm

- | | |
|---|------------------------------------|
| 1. Welcome, Introductions, Audio Recording Announcement | 6:30 PM
<i>5 minutes</i> |
| 2. Agenda Review | 6:35 PM
<i>5 minutes</i> |
| 3. Consent Agenda – <i>Action Item</i> | 6:40 PM |
| A. December 12, 2023, Board Work Session & Meeting Minutes | <i>5 minutes</i> |
| B. January 2024 & 2023 Year End Financial Report | |
| 4. Public Comment | 6:45 PM |
| *Three minutes per person | <i>10 minutes</i> |
| 5. Partner Reports (<i>if present</i>) | 6:55 PM |
| A. Natural Resources Conservation Service (NRCS), <i>Lynn Khuat</i> | <i>15 minutes</i> |
| B. Washington State Department of Ecology (ECY), <i>Molly Paige</i> | |

- C. Washington State Conservation Commission (WSCC), *Jean Fike*
- D. Washington Association of Conservation Districts (WACD), *Doug Rushton*
- E. National Association of Conservation Districts (NACD), *Doug Rushton*

6. Governance, All – Action Item

7:10 PM

- A. January 23, 2024 Work Session Topic List & Meeting Agenda Development

10 minutes

7. TCD Resolution #2024-01 Cost of Living Adjustment

7:20 PM

5 minutes

Adjourn

7:25 PM

Informational Only Items:

- I. Executive Director's Report*

Important Dates

February 2024

NACD Annual Meeting, San Diego, CA	February 10-14
Presidents Day, TCD Office Closed	February 19
TCD Board Work Session & Meeting 5:00 - 7:30 pm In-person and Virtual (Zoom)	February 27

March 2024

TCD Annual Native Plant Festival & Plant Sale	March 2
Board of Supervisor Election Day	March 19
WSCC Commission Meeting	March 20-21
31 st Annual Student Green Congress	March 21
TCD Board Work Session & Meeting 5:00 - 7:30 pm In-person and Virtual (Zoom)	March 26

April 2024

TCD Board Work Session & Meeting 5:00 - 7:30 pm In-person and Virtual (Zoom)	April 23
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Item

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Proposed 2024 Consolidated Budget



Income	Income \$\$	Expense	Expense \$\$
Unrestricted Budget			
Unrestricted Income		Unrestricted Expenses	
Retail Sales	71,111	Administrative Expenses	
WSCC Implementation	128,935	Administrative Salaries & Benefits	326,650
Rates and Charges	562,182	Professional Services	74,672
Overhead	330,906	Facility, Vehicles and Maintenance	156,271
Cash Surplus	0	Supplies	10,799
		Conferences, Training and Travel	34,462
		Insurance and Banking	35,150
		Administrative Expenses Total	638,003
		Program Allocations	
		Local Food Production and Consumption	16,600
		Producer Support & Preservation and Expansion of Working Lands	1,000
		Water Quality & Quantity and Protection & Restoration of Ecosystems	7,159
		Soil Conservation and Health	39,227
		Community Outreach and Engagement	212,239
		Adult and Youth Conservation Education	47,870
		Climate Change Adaptation & Mitigation and Other Strategic Priorities	131,036
		Program Allocations Total	455,131
		Savings	0
Unrestricted Income Total	1,093,134	Unrestricted Expenses Total	1,093,134
Restricted Budget			
Restricted Income		Restricted Expenses	
FY22-27 ASRP Riverbend Phase 2	2,559,889	Salaries & Benefits	1,502,501
SRFB Cozy Valley	37,551	Overhead	312,436
Zangle Cove	48,776	Travel	24,192
ASRP Oregon Spotted Frog (OSF)	22,122	Goods & Services	224,608
FY23-25 ESRP Lower Eld Bulkhead	112,018	Construction & Restoration Work	2,915,774
FY23-25 Livestock	8,524	Cost Share	59,000
Early Action Reaches (EAR)	136,084	Contractual	342,281
Flood (FL) Chehalis Project	97,800		
FY23-25 Shellfish Cost Share	8,878		
CREP	45,701		
FY23-25 NRI Cost Share	64,783		
Engineering	82,500		
Salmon Recovery Funding	267,418		
FY23-24 Sustainable Farms and Fields	109,393		
Forest Health and Community Wildfire	363,234		
Irrigation Grant	16,961		
Regional Implementation Team (RIT)	26,104		
SCC Sponsorship GREEN Congress	5,000		
FY23-25 ESRP Shore Friendly Phase 3	230,257		
Shore Friendly HSIL Outreach	16,500		
2024 Olympia Urban Farmland	203,038		
Sentinel Landscape Program (SLP)	309,222		
One Tree Planted	8,372		
WCRRRI Prairie Habitat Enhancement	34,218		

	Income	Income \$\$	Expense	Expense \$\$
51	WFC Meyer Phase 2	85,196		
52	FY23-25 Pierce County Shellfish NTA	85,600		
53	FY23-25 VSP	116,500		
54	FY23-25 VSP Cost Share	107,338		
55	Frogs on Farm	54,625		
56	USFWS Restoring South Sound Prairies	741		
57	Interlocal 2024	51,200		
58	FY24 ESD 113 Climate Education	6,000		
59	McLane Salmon Trail	4,500		
60	NFWF Five Star	7,359		
61	FY23-25 Outdoor Learning	23,690		
62	Dawkins 2023	23,700		
63	Restricted Income Total	5,380,792	Restricted Expense Total	5,380,792
64				
65	Income Total	6,473,926	Expense Total	6,473,926
66	Budget Surplus	0	Administrative Expense to Total-Budget Ratio	10%

Proposed 2024 Unrestricted Budget



	Account Name	2023 Mid-Year Revised Budget	2024 Budget	Differences
1	<input checked="" type="checkbox"/> Income	1,030,703	1,093,134	62,431
2	<input checked="" type="checkbox"/> Retail Sales	62,628	71,111	8,483
3	<input checked="" type="checkbox"/> Food Production and Consumption	1,600	2,111	511
4	Poultry Equipment & Tool Rentals	1,600	2,111	511
5	<input checked="" type="checkbox"/> Soil Conservation and Health	8,900	9,399	499
6	Soil Testing	8,000	7,136	-864
7	Nutrient Spreader Rentals	900	763	-137
8	No-Till Drill Rentals	0	1,500	1500
9	<input checked="" type="checkbox"/> Community Outreach and Education	49,546	52,247	2,701
10	Plant Sales	49,546	51,647	2,101
11	TCD Swag Shop	0	600	600
12	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,607	7,159	5,552
13	Partner Fee for Service - Restoration Crew	1,607	7,159	5,552
14	<input checked="" type="checkbox"/> Other Income	975	195	-780
15	Contributions Private	0	0	0
16	Rental Income	800	0	-800
17	Interest Income	175	195	20
18	Miscellaneous Income	0	0	0
19	<input checked="" type="checkbox"/> Grant Revenue	148,935	128,935	-20,000
20	State Grants	148,935	128,935	-20,000
21	Rates and Charges	559,611	562,182	2,571
22	<input checked="" type="checkbox"/> Overhead	259,529	330,906	71,377
23	Overhead Allocation	242,133	312,436	70,303
24	Vehicle Allocation	17,396	18,470	1,074
25	Cash Surplus / 2022 Carry Overs	59,011	0	-59,011
26	<input checked="" type="checkbox"/> Program Allocation	440,435	455,131	14,695
27	<input checked="" type="checkbox"/> Local Food Production and Consumption	20,606	16,600	-4,006
28	Poultry Equipment Rentals	20,606	16,600	-4,006
29	<input checked="" type="checkbox"/> Producer Support & Preservation and Expansion of Working Lands	3,935	1,000	-2,935
30	Working Lands Preservation Initiative	3,935	1,000	-2,935
31	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,446	7,159	5,713
32	Restoration Crew & Equipment	1,446	7,159	5,713
33	<input checked="" type="checkbox"/> Soil Conservation and Health	44,921	39,227	-5,693
34	Soil Health Testing	34,500	29,455	-5,045
35	Nutrient Spreader Rentals	10,421	8,272	-2,148
36	No-Till Drill Rentals	0	1,500	1,500
37	<input checked="" type="checkbox"/> Community Outreach and Engagement	216,603	212,239	-4,364
38	Conservation & Education Center	79,045	77,076	-1,969
39	District Communications	68,750	61,875	-6,875
40	Plant Sale	57,805	57,805	-0
41	Elections	11,003	15,483	4,480
42	<input checked="" type="checkbox"/> Adult and Youth Conservation Education	54,800	47,870	-6,930
43	South Sound Green	46,300	41,670	-4,630
44	Teens in Thurston Volunteer Program	5,000	4,200	-800

	Account Name	2023 Mid-Year Revised Budget	2024 Budget	Differences
45	Envirothon	3,500	2,000	-1,500
46	<input type="checkbox"/> Climate Change Adaptation & Mitigation and Other Strategic Plan Priorities	98,125	131,036	32,911
47	Conservation TA	98,125	88,313	-9,813
48	Investing in Future Conservation	0	42,723	42,723
49	<input type="checkbox"/> Administrative Expenses	592,978	638,003	45,025
50	Administrative Salaries & Benefits	294,000	326,650	32,650
51	<input type="checkbox"/> Professional Services	74,143	74,672	529
52	Legal Services	34,000	24,000	-10,000
53	Audit & Accounting	6,500	16,127	9,627
54	Computer Services	30,643	29,545	-1,098
55	Professional Services	3,000	5,000	2,000
56	<input type="checkbox"/> Facility, Vehicles and Maintenance	154,335	156,271	1,936
57	Janitorial Services	7,800	7,800	0
58	Office Rent	50,000	101,064	51,064
59	Utilities	7,300	7,140	-160
60	Equipment Leases	3,600	3,611	11
61	Vehicle Leases	5,775	6,166	391
62	5966604 · Vehicle Purchase	20,000	0	-20,000
63	Office Move	23,000	0	-23,000
64	Communications	12,710	13,630	920
65	Photocopier Usage	1,100	1,031	-69
66	Vehicle Repairs & Maintenance	3,300	4,098	798
67	Computer Hardware Purchases	4,500	3,000	-1,500
68	Computer Software	12,250	4,250	-8,000
69	Equipment & Office Furniture	3,000	4,480	1,480
70	<input type="checkbox"/> Supplies	10,750	10,799	49
71	Office Supplies	4,450	4,450	0
72	Postage & Shipping	300	300	0
73	Organizational Dues	6,000	5,949	-51
74	Licenses & Permits	0	100	100
75	<input type="checkbox"/> Conferences, Training and Travel	24,600	34,462	9,862
76	Staff Conference & Training	9,000	16,629	7,629
77	Board Conference and Training Fees	2,500	2,500	0
78	Board Meeting Snacks	0	750	750
79	Staff Travel	11,600	13,083	1,483
80	Board Travel	1,500	1,500	0
81	<input type="checkbox"/> Insurance and Banking	35,150	35,150	0
82	Bank Fees & Interest Charges	650	650	0
83	Liability Insurance Premiums	34,500	34,500	0
84	Late Fees & Penalties	0	0	0
85	<input type="checkbox"/> Savings	56,300	0	-56,300
86	Reserve Fund	37,500		-37,500
87	Conservation Education Center Savings Plan	18,800		-18,800
88	Net Income (Surplus or Deficit)	0	0	-0

Proposed 2024 Restricted Budget



Grant Code	Primary Column	2024 Budget	Salaries & Benefits	Overhead	Travel	Goods & Services	Constructions & Restoration Work	Cost Share	Contractual
1	Restricted Budget Totals	5,380,792	1,502,501	312,436	24,192	224,608	2,915,774	59,000	342,281
2	R050 FY22-27 ASRP Riverbend Phase 2	2,559,889	101,800	25,450	6,000	4,000	2422639	0	
3	R060 SRFB Cozy Valley	37,551	10,514	1,051	1,041	20,925	4020	0	
4	R070 Zangle Cove	48,776	11,281	0	0	0	37495	0	
5	R080 ASRP Oregon Spotted Frog (OSF) Outreach	22,122	0	0	0	9,473	0	0	12649
6	R090 FY23-25 ESRP Lower Eld Bulkhead Removal	112,018	12,918	0	100	0	99000	0	
7	W025 FY23-25 Livestock	8,524	6,419	1,605	250	250	0	0	
8	W030 Early Action Reaches (EAR) Skookumchuck	136,084	66,974	16,743	3,070	1,497	47800	0	
9	W050 Flood (FL) Chehalis Project	97,800	74,800	18,700	2,300	2,000	0	0	0
10	W060 FY23-25 Shellfish Cost Share	8,878	7,022	1,756	100	0	0	0	
11	W070 CREP	45,701	33,800	8,450	270	3,181	0	0	
12	W080 FY23-25 NRI Cost Share	64,783	23,842	2,061	960	0	22920	15000	
13	W100 Engineering	82,500	50,000	12,500	200	19,800	0	0	
14	W110 Salmon Recovery Funding	267,418	133,934	33,484	2,000	2,000	96000	0	
15	W120 FY23-24 Sustainable Farms and Fields	109,393	61,987	15,497	245	25,050	0	0	6614
16	W130 Forest Health and Community Wildfire	363,234	160,000	40,000	734	6,500	45000	0	111000
17	New Irrigation Grant	16,961	13,569	3,392	0	0	0	0	
18	W150 Regional Implementation Team (RIT)	26,104	20,883	5,221	0	0	0	0	
19	W086.2 SCC Sponsorship GREEN Congress	5,000	0	0	0	5,000	0	0	0
20	M035 FY23-25 ESRP Shore Friendly Phase 3	230,257	118,300	11,830	1,300	78,827	20000	0	
21	New Shore Friendly HSIL Outreach	16,500	15,000	1,500	0	0	0	0	
22	M065 2024 Olympia Urban Farmland	203,038	71,250	17,813	75	6,350	0	0	107550
23	M075 Sentinel Landscape Program (SLP)	309,222	159,803	39,951	400	4,600		0	104468
24	M085 One Tree Planted	8,372	8,372	0	0	0	0	0	
25	M095 WCRRRI Prairie Habitat Enhancement	34,218	24,616	6,154	248	3,200	0	0	
26	M100 WFC Meyer Phase 2	85,196	30,196	0	1,200	0	53800	0	0
27	M600 FY23-25 Pierce County Shellfish NTA	85,600	66,200	16,550	1,140	1,710	0	0	
28	TC400 FY23-25 VSP	116,500	89,460	22,365	550	4,125	0	0	
29	TC450 FY23-25 VSP Cost Share	107,338	32,950	8,238	850	0	65300	0	
30	US80 Frogs on Farm	54,625	8,500	2,125	0	0	0	44000	
31	US90 USFWS Restoring South Sound Prairies	741	741	0	0	0	0	0	
32	G019-SS Interlocal 2024	51,200	50,800	0	400	0	0	0	

	Grant Code	Primary Column	2024 Budget	Salaries & Benefits	Overhead	Travel	Goods & Services	Constructions & Restoration Work	Cost Share	Contractual
33	G019.104	FY24 ESD 113 Climate Education	6,000	3,000	0	0	3,000	0	0	
34	G019.107	McLane Salmon Trail	4,500	2,500	0	0	2,000	0	0	
35	G019.108	NFWF Five Star	7,359	3,500	0	59	2,000	1800	0	
36	G019.109	FY23-25 Outdoor Learning	23,690	12,570	0	0	11,120	0	0	
37	G019.28	Dawkins 2023	23,700	15,000	0	700	8,000	0	0	

Informational Items

December 12, 2023

Priority Initiative Updates

Emergency Preparedness Resources: Flooding

TCD hosts a robust resource library on our website of educational materials and links to partner agencies on all types of emergency preparedness and recovery programs. As we enter flood season for many areas of Thurston County, these resources, including Thurston County's Emergency Alert System are important to keep handy and share with friends and neighbors.

TCD Emergency Preparedness Resources:

<https://www.thurstoncd.com/resources/emergency-preparedness-resources/>

Thurston County Emergency Management:

<https://www.thurstoncountywa.gov/departments/emergency-management>

Thurston County Emergency Alert System Signup:

<https://www.smart911.com/smart911/ref/reg.action?pa=tcwa>

ThurstonTalk Article on South Sound GREEN S.T.E.M Education

North Thurston Public Schools has been working with South Sound GREEN (Global Rivers Environmental Education Network) since the mid-1990s. Overseen by the Thurston Conservation District, the program brings water-quality education into more than 60 classrooms around Thurston County annually.



Every student must have access to the same opportunities when it comes to experiencing outdoor learning. “There are so many reasons students might not be able to access outdoor experiences at home,” Stephanie said. “I can’t tell you how many times I’ve been out on a hike and a student says, ‘I’ve always wanted to try this.’ They will probably keep memories of these experiences.” She explained how much value is in grounding an outdoor experience in

something scientifically meaningful like water quality or salmon lifespan, and how enriching a classroom experience can be when it’s backed with a field study.

Read the full article here: https://www.thurstontalk.com/2023/11/27/community-partners-make-outdoor-stem-field-studies-possible-for-north-thurston-public-schools-students/?fbclid=IwAR2lGFVDTSTJ62FDuMmjph-t94ffBXx_mJajxH31iNi55CUvzq-s_yqlozc

WACD Resolutions Update

The two TCD resolutions that went forward to the WACD Annual Business Meeting passed and will be incorporated into WACD's work plan for the coming year(s): Development of a Cluster Archeologist, and Reducing and Reusing Agricultural Plastics.

In addition, Pierce CD's resolution on transferring control on setting appropriate dollar amounts for rates and charges to county governments, rather than state government, was passed. This resolution provides a good opportunity for dialogue about local objectives and priorities, if passed by the legislature and signed into law.

District Operations

November 21, 2023 Board Meeting Action Items

- No Action Items to report on.

We're Hiring: A Stewardship Forester!

Thurston Conservation District is looking for a Stewardship Forester to join our team! The Stewardship Forester works with non-industrial private forest landowners providing technical assistance and best management practice specifications and writing forest management plans. This position will also support and lead TCD forest stewardship program development, including tracking emerging needs, writing proposals for funding, and managing those projects.

More information can be found here: <https://www.thurstoncd.com/get-involved/career-opportunities/>

Budget Stats Worth Celebrating

This information was presented verbally at the November Board Meeting during budget discussions but is worthy of celebration and addition to the public record:

1. The Consolidated Budget increased by 53% (\$4.22M to \$6.47M) due to 69% increase (\$3.18M to \$5.38M) in grant funding.
2. The Administrative Expense to Total Budget Ratio dropped from 14% to 10% due to the big increase in Restricted funding. A good non-profit administrative expense ratio target is generally less than 18%. A 10% ratio shows that the District is running very lean.
3. Unrestricted income increased by 6% (\$1.03M to \$1.09M) due to a 28% increase (\$260K to \$331K) in Overhead income generated by the big increase in Restricted funding.
4. Administrative expenses increased by 8% (593K to \$638K), due to:
 - a. Finance & Admin staff time increase by 11% increase (\$294K to \$327K) to support the growing District.

- b. Office Rent expenses increased by 100% (\$50K to \$101K) to include a secure storage yard for District vehicles, rental equipment, and restoration equipment.
 - c. Staff Conference & Training increased by 85% (\$9K to \$16K) because we shifted the non-grant funded training (2 training days per staff member) budget from Administrative Salaries & Benefits to Staff Conference & Training.
- 5. The District added a new Investing in Future Conservation Program with a budget of \$43K to support 2024 funding development.
- 6. To cover the increased administrative expense budget, the District:
 - a. Eliminated the annual allocation to the Reserve and CEC savings accounts.
 - b. With the exception of the new Investing in Future Conservation program, Program Budgets were reduced by a total of 6% (\$28,028).

Monthly Staff Reports

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