



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

January 23, 2024, 5:00 pm - 8:00 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: Cozy Valley Restoration Design, *Katrinka Hibler*
3. New Office Update, *Sarah Moorehead*
4. Rates and Charges Renewal Process, *Sarah Moorehead*
5. Conservation and Education Center (CEC) Development, *All*
6. Important Updates & Announcements
  - a. Board of Supervisors, *All*
  - b. Executive Director, *Sarah Moorehead (Executive Director)*

---

### Board Meeting

6:30 pm – 8:00 pm

- |  |                      |
|--|----------------------|
| 1. Welcome, Introductions, Audio Recording Announcement    | 6:30 PM<br>5 minutes |
| 2. Agenda Review   | 6:35 PM<br>5 minutes |
| 3. Consent Agenda – Action Item                            | 6:40 PM              |
| A. December 12, 2023, Board Work Session & Meeting Minutes | 5 minutes            |
| B. January 2024 & 2023 Year-End Financial Report           |                      |
| C. NACD REPI Challenge MOA Amendment                       |                      |
| 4. Public Comment  | 6:45 PM              |
| *Three minutes per person                                  | 10 minutes           |

<b>5. Washington Conservation Society: Leaving A Legacy, Heather Wendt (WACD)</b>	<b>6:55 PM</b> <i>10 minutes</i>
<b>6. Partner Reports (if present)</b>	<b>7:05 PM</b> <i>15 minutes</i>
A. Natural Resources Conservation Service (NRCS), <i>Lynn Khuat</i>	
B. Washington State Department of Ecology (ECY), <i>Molly Paige</i>	
C. Washington State Conservation Commission (WSCC), <i>Jean Fike</i>	
D. Washington Association of Conservation Districts (WACD), <i>Doug Rushton</i>	
E. National Association of Conservation Districts (NACD), <i>Doug Rushton</i>	
<b>7. 2024 Legislative Session – Action Item</b>	<b>7:20 PM</b> <i>10 minutes</i>
A. WACD Legislative Day, <i>Doug Rushton &amp; Sarah Moorehead</i>	
<b>8. Tilley Court Tenant Improvements, All – Action Item</b>	<b>7:30 PM</b> <i>10 minutes</i>
<b>9. Governance, All – Action Item</b>	<b>7:40 PM</b> <i>15 minutes</i>
A. 2024 TCD Election Update	
B. 2024 Annual Plan Development	
C. February 27, 2024 Work Session Topic List & Meeting Agenda Development	
<b>10. TCD Resolution #2024-01 Cost of Living Adjustment, All – Action Item</b>	<b>7:55 PM</b> <i>5 minutes</i>
<b>Adjourn</b>	<b>8:00PM</b>
<b>Informational Only Items:</b>	
<i>I. Executive Director’s Report</i>	

## Important Dates

### January 2024

TCD Board Work Session & Meeting 5:00 - 7:45 p.m. In-person at old office 2918 Ferguson St SW, STE A, Tumwater, WA 98512 and Virtual (Zoom)	January 23
--	------------

### February 2024

NACD Annual Meeting, San Diego, CA	February 10-14
Presidents Day, TCD Office Closed	February 19
WACD Board Meeting 6:00 - 8:30 p.m. (Zoom)	February 19
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	February 27

### March 2024

TCD Annual Native Plant Festival & Plant Sale	March 2
WACD Board Meeting 6:00- 8:30 p.m. (Zoom)	March 18

Board of Supervisor Election Day	March 19
NACD Fly – in. Washington DC	March 20
WSCC Commission Meeting	March 20-21
31 <sup>st</sup> Annual Student Green Congress	March 21
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	March 26

**April 2024**

WACD Board Meeting 6:00 – 8:30 p.m.	April 15
TCD Board Work Session & Meeting 5:00 - 7:30 p.m In-person and Virtual (Zoom)	April 23



# Thurston Conservation District Consent Agenda Decision Sheet January 23, 2024 Board Meeting

- 
- A. December 12, 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. January 2024 & 2023 Year-End Financial Reports
- a. Proposed action: accept without amendment and approve.
  - b. Action was taken:  
☐ Passed   ☐ Moved for discussion during meeting   ☐ Tabled to a future meeting
- C. NACD REPI Challenge MOA Amendment
- 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  
January 23, 2024, 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

# Item

# 3

# Thurston Conservation District Board of Supervisors

## Work Session Minutes

December 12, 2023

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 5:30 p.m. – 6:30 p.m.

Actual Meeting Time: 5:30 p.m. – 6:31 p.m.



### Present at Work Session:

TJ Johnson, TCD Board Chair

Helen Wheatley, TCD Board Vice Chair

Betsie DeWreede, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Nora Carman-White, TCD Staff

Ben Cushman, TCD Legal Counsel

Lisa Zaborac, Washington Association of  
Conservation Districts (WACD)

Emily Davis, Department of Ecology (DOE)

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

Respectfully,

---

TJ Johnson, TCD Board Chair

# Thurston Conservation District Board of Supervisors

## Regular Board Meeting Minutes

December 12, 2023

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 7:00 pm – 8:25 pm

Actual Meeting Time: 7:00 pm – 8:32 pm



### Present at Meeting:

TJ Johnson, TCD Board Chair

Helen Wheatley, TCD Board Vice Chair

Betsie DeWreede, TCD Board Supervisor

Doug Rushton, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Ben Cushman, TCD Legal Counsel

Sophia Barashkoff, TCD Staff

Lisa Zaborac, Washington Association of  
Conservation Districts (WACD)

Emily Davis, Department of Ecology (DOE)

Lynn Khuat, National Resource Conservation  
Service (NRCS)

Alex Wyatt, National Resource Conservation  
Service (NRCS)

### Summary of Action Items

- 1       • None.

### Summary of Motions Passed

- 2
- 3       *Supervisor DeWreede moved to approve the Agenda. Supervisor Wheatley seconded. Motion*
- 4       *passed unanimously, (4-0).*
- 5       *Supervisor DeWreede moved to approve the Consent Agenda. Supervisor Wheatley seconded.*
- 6       *Motion passed unanimously, (4-0).*
- 7       *Supervisor Rushton moved to approve the 2024 Thurston Conservation District Budget.*
- 8       *Supervisor DeWreede seconded. Motion passed unanimously, (4-0).*
- 9       *Supervisor Wheatley moved to adjourn the December 12, 2023 TCD Board Meeting.*
- 10      *Supervisor DeWreede seconded. Motion passed unanimously, (4-0).*

### Full Version of the Minutes

---

#### 11      Welcome & Introductions

12      At 7:00 p.m., TCD Board Chair TJ Johnson called the December 12, 2023 Regular Board Meeting  
13      to order. TCD Board, Staff, members of the public, and Legal Counsel were introduced by the  
14      Board Chair. For each vote, TCD Board Chair Johnson called out Supervisors by name. He  
15      announced that the meeting was being video recorded. TCD Supervisors Johnson, Wheatley,  
16      and DeWreede attended the meeting virtually. Supervisor Rushton and Executive Director  
17      Moorehead attended the meeting in person at the TCD office. Supervisor Iyall was not in  
18      attendance and was excused.



19 **Agenda Review**

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

22 **Consent Agenda**

- 23 A. November 21, 2023, Board Work Session & Meeting Minutes  
24 B. November 23 Financial Report  
25 C. FY23-25 WSCC Shellfish Cost Share Addendum  
26 D. FY23-25 Shore Friendly South Sound ILA Amendment  
27 E. 12-2023 Items to Surplus

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

30 **Public Comment**

31 No public members commented.

32 **Partner Reports**

- 33 A. Natural Resources Conservation Service (NRCS) Update, Lynn Khuat & Alex Wyatt  
34 • Ms. Khuat provided an update.  
35 • A written update was provided in the Board Packet.  
36 B. Department of Ecology (DOE) Update, Emily Davis  
37 • Ms. Davis provided an update.  
38 C. Washington State Conservation Commission (WSCC) Update, Jean Fike  
39 • Ms. Fike was not present.  
40 • James Thompson has been named the new executive director of WSCC effective  
41 December 1, 2023-  
42 D. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor Doug  
43 Rushton  
44 • Supervisor Rushton provided an update.  
45 • WACD Board Member, Lisa Zaborac introduced herself.  
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 **Governance**

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

52 **Work Session**

- 53 • Topic List Review, *All*  
54 • Staff Presentation: Shore Friendly/ Bulkhead Projects, *Karin Streliaff*

- 55 • Rates and Charges, *Sarah Moorehead*
- 56 • Conservation & Education Center (CEC) Development, *All*
- 57 • New Office Update, *Sarah Moorehead*
- 58 • Important Updates & Announcements
- 59 ○ Board of Supervisors, *All*
- 60 ○ Executive Director, *Sarah Moorehead*

#### 61 **Board Meeting Agenda**

- 62 • Welcome, Introductions, Audio Recording Announcement
- 63 • Agenda Review
- 64 • Consent Agenda
  - 65 ○ December 12, 2023 Board Work Session & Meeting Minutes
  - 66 ○ January 2024 & 2023 Year End Financial Report [s](#)
- 67 • Public Comment
- 68 • TCD Honorary Award Fred Colvin, *All*
- 69 • Partner Reports (if present)
  - 70 ○ Natural Resources Conservation Service
  - 71 ○ Washington State Department of Ecology
  - 72 ○ Washington State Conservation Commission
  - 73 ○ Washington Association of Conservation Districts
  - 74 ○ National Association of Conservation Districts
- 75 • Governance, *All*
  - 76 ○ February 27, 2024 Work Session Topic List & Meeting Agenda Development
  - 77 ○ Elections Update, *Sarah Moorehead*
- 78 • TCD Resolution #2024-01 Cost of Living Adjustment, *All*

#### 79 **2024 Thurston Conservation District Budget**

80 *Supervisor Rushton moved to approve the 2024 Thurston Conservation District Budget as*  
81 *presented. Supervisor DeWreede seconded. Motion passed unanimously, (4-0).*

#### 82 **Executive Session: To review the performance of the Executive Director**

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

85 The Executive Session opened at 7:40 p.m. to last no more than 30 minutes and concluded at  
86 8:10 p.m. In attendance: TCD Board Supervisors Johnson, Wheatley, DeWreede, and Rushton;  
87 TCD Legal Counsel Ben Cushman; and Executive Director Moorehead.

#### 88 **Executive Session Report Out**

89 No action was taken.

#### 90 **Executive Session: To review the performance of the Executive Director**

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

93 The Executive Session opened at 8:10 p.m. to last no more than 20 minutes and concluded at  
94 8:30 p.m. In attendance: TCD Board Supervisors Johnson, Wheatley, DeWreede, and Rushton;  
95 TCD Legal Counsel Ben Cushman; and Executive Director Moorehead.

96 **Executive Session Report Out**

97 No action was taken.

98 ***Supervisor Wheatley moved to adjourn the December 12, 2023 TCD Board Meeting.***

99 ***Supervisor DeWreede seconded. Motion passed unanimously, (4-0).***

100 **Adjourn 8:32 pm**

Respectfully,

---

TJ Johnson, TCD Board Chair

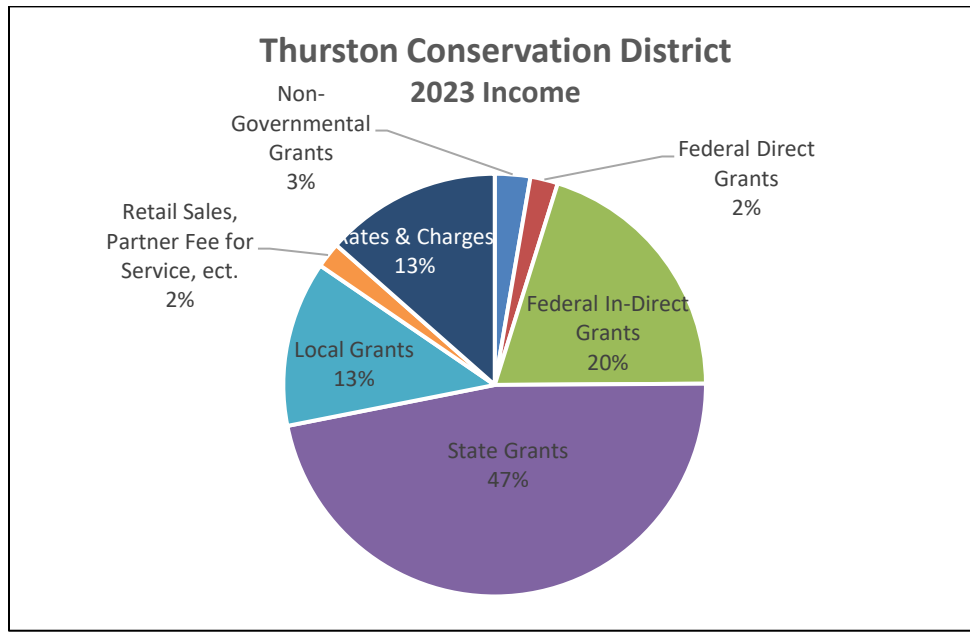
# Thurston Conservation District

## January 2024 and 2023 Year-End Financial Notes



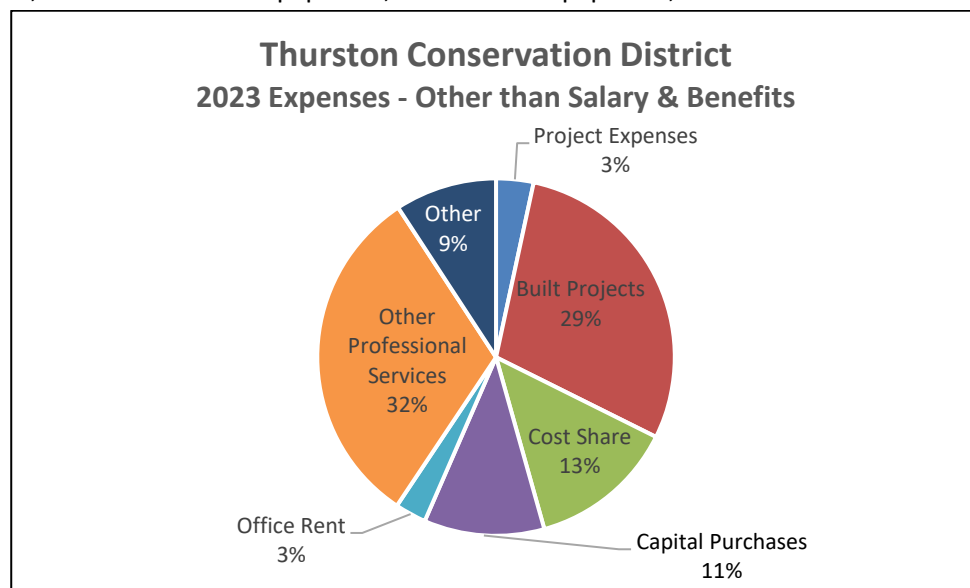
### 2023 Income

1. The District ended 2023 with a net income of \$126,770.
2. The District realized revenues of \$4,173,119 in 2023 up from \$2,468,046 in 2022 for an increase of 69%.

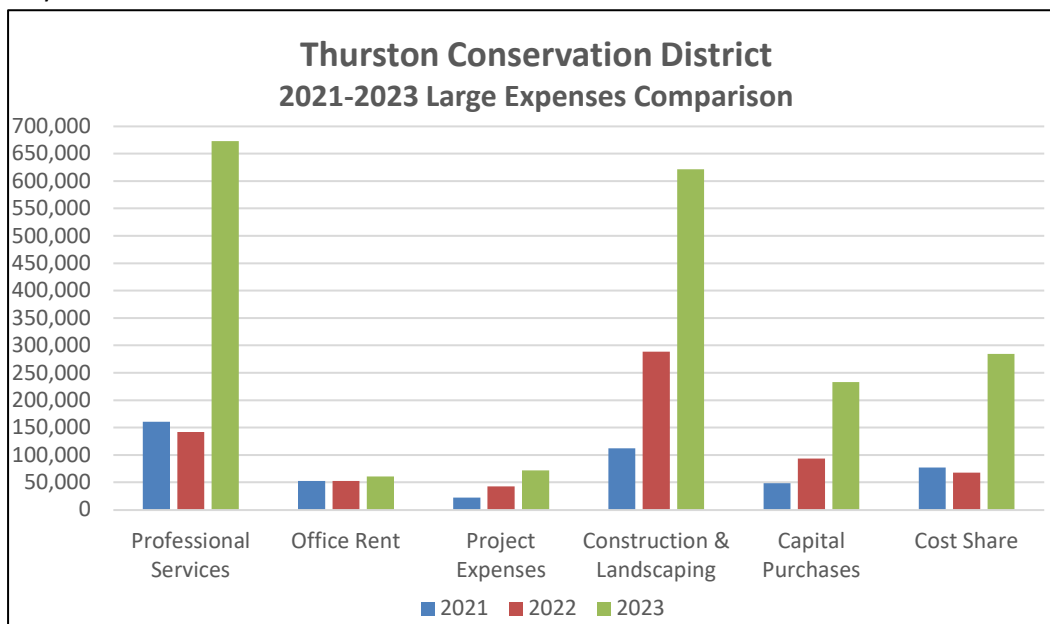


### 2023 Non-Salary & Benefit Expenses

3. In 2023, the District incurred \$4,046,349 in expenses, an increase of 77% over 2022. Including Cost Share and Built Projects (including \$672,541 for Professional Services Expenses for project design), 72% of TCD's non-salary expenses went into investments for on-the-ground built projects; that's up from 52% last year. TCD also invested \$218,585 in new rental equipment, restoration equipment, and vehicles.

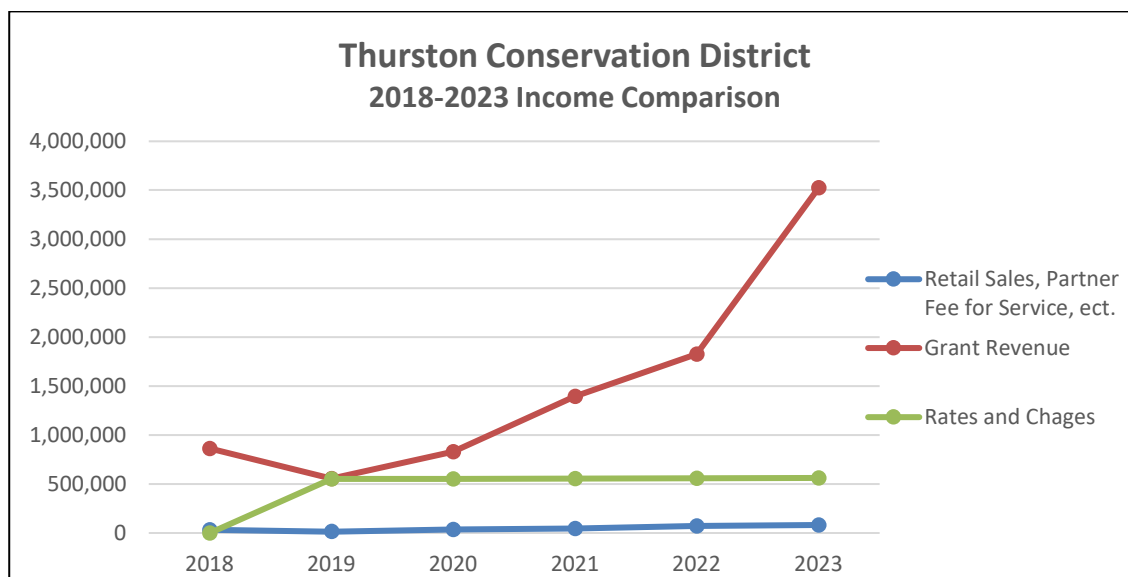


4. Of the large expenses in 2023, Professional Services for project design increased by 374% over 2022; Construction & Landscaping increased by 115%; Capital Purchases increased by 149%; and Cost Share increased by 319%.



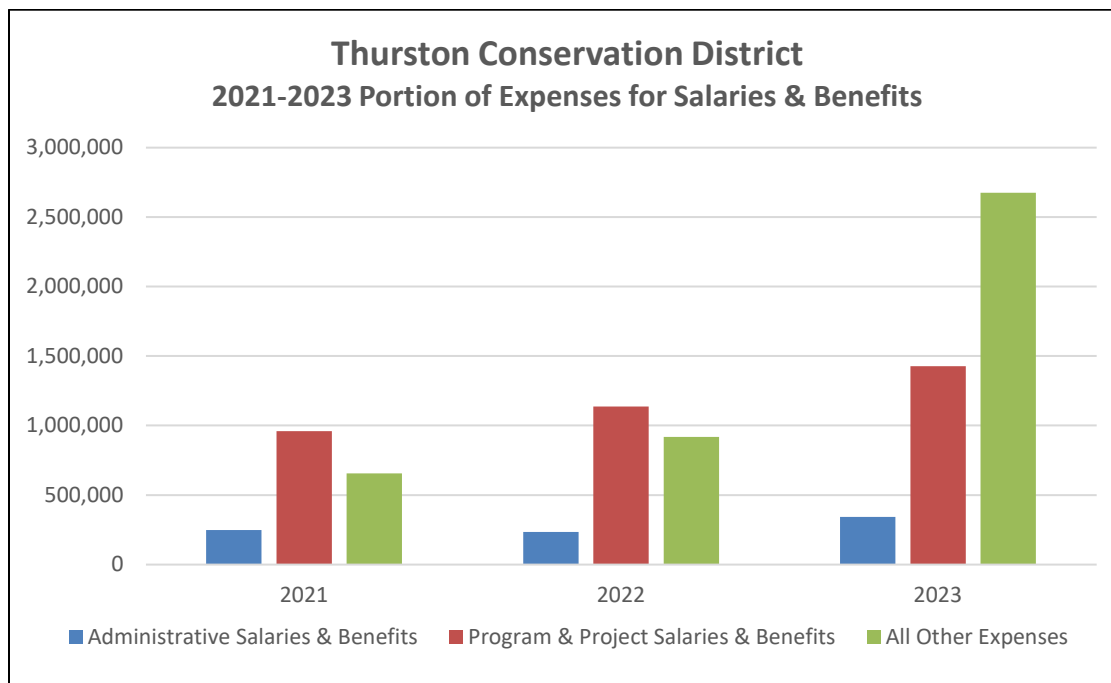
#### Longitudinal Income Comparison

5. Since 2019, with the approval of Thurston County Rates and Charges, TCD's income has increased 272%. In other words, over the past 5 years, with a relatively small investment of an average of \$555,670 per year, TCD has brought in a total of \$8,405,583 in conservation funding for Thurston County.



### Salary and Benefit Expenses

6. Since 2021, TCD has been investing in growing its staff – from 15 staff members in 2021 to 21 in 2023 (40% increase). In 2023, the District incurred \$4,046,349 in expenditures. Of that amount, \$1,770,189 (44%) went toward Salaries and Benefits; that’s down from 60% last year. Of the total Salaries and Benefits expenses, \$342,599 (19%) went to Administrative Salaries and Benefits; that’s up from 17% in 2022 as TCD added two part-time administrative staff to support the growth in program and project staff.



### Balance Sheet

7. Due to some large expenditures in December 2023, the \$56,300 budgeted for the Reserve and the Conservation and Education Center funds will be transferred in late January 2024 to manage the District’s cash flow.
8. The District ended the year with \$74,674.14 in its checking account and \$300,614 in its savings accounts.

### Unrestricted Budget vs Actual

9. For the first time in 5 years, TCD ended the year over budget by \$20,372 (line 86), which is 1.86% of the total budget.
10. Both the Income and the Program Expense budgets came in pretty close.
11. However, a few of the Administrative Expense line items ended higher than expected:
- Administrative Salaries & Benefits (line 50) ended at \$48,600 over budget as staff worked to find a new location and organize the move to TCD’s new offices.
  - TCD saw an increase in its QuickBooks subscription (line 53) as it added accounts payable support for the District’s Senior Accountant.
  - Office rent (line 58) went over budget because in December the District paid January rent for two offices, Ferguson St and Tilley Court.

## Thurston Conservation District

## Profit &amp; Loss

01/19/24

Accrual Basis

January through December 2023

	Jan - Dec 23
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	8,380.92
3451120 · Nutrient Spreader Rentals	763.22
3451121 · No-Till Drill Rentals	299.17
3451130 · Poultry Equipment & Tool Rentals	2,007.38
3451140 · Plant Sales	49,594.25
3451150 · Partner Fee for Service	20,869.49
<b>Total 3451100 · Soil/Water Conservation Service</b>	<b>81,914.43</b>
3417000 · Sales of Merchandise	
3417010 · TCD Swag Shop	128.77
3417020 · Event Tciet Income	182.65
<b>Total 3417000 · Sales of Merchandise</b>	<b>311.42</b>
<b>Total 3400000 · Charges for Goods and Services</b>	<b>82,225.85</b>
3300000 · Grant Revenues	3,523,807.46
3600000 · Miscellaneous Revenues	
3691000 · Sale of Surplus	2,375.00
3699100 · Miscellaneous Other	405.93
3685000 · Special Assessments - Service	561,666.98
3670000 · Nongovernmental Contributions	1,236.00
3610000 · Interest and Other Earnings	503.99
3620000 · Rents and Leases	898.02
<b>Total 3600000 · Miscellaneous Revenues</b>	<b>567,085.92</b>
<b>Total Income</b>	<b>4,173,119.23</b>
<b>Gross Profit</b>	<b>4,173,119.23</b>
<b>Expense</b>	
Equipment Allocation	0.00
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	1,770,189.17
5314000 · Intern Stipends	13,740.00
5314101 · Legal Fees & Services	34,003.25
5314102 · Audit & Accounting	8,310.72
5314103 · Computer Services	28,936.49
5314100 · Professional Services	672,540.61
5314400 · Advertising	3,011.88
5314203 · Printing Services	12,101.08
5314104 · Janitorial Services	7,950.00
5314501 · Office Rent	60,843.00
5314700 · Utilities	6,827.58
5314503 · Equipment Leases	4,780.88
5314504 · Vehicle Leases	6,224.69
5314200 · Communications	14,229.02
5313102 · Photocopier Usage	995.43
5354800 · Repairs & Maintenance	10,474.86

**Thurston Conservation District**  
**Profit & Loss**  
 January through December 2023

	Jan - Dec 23
5314505 · Software Licenses	16,139.39
5313101 · Office Supplies	4,399.91
5314202 · Postage & Shipping	3,199.28
5314902 · Organizational Dues	6,621.89
5314307 · Licenses and Permits	1,155.75
5314117 · Soil Testing	5,281.93
5313401 · Plants for Resale	40,181.84
Project Expenses	72,095.01
5314302 · Staff - Conference & Training	7,547.77
5314306 · Board - Conference & Training	1,201.87
5314300 · Staff - Travel	20,722.30
5314301 · Board Travel	379.85
5314119 · Cultural Resources	41,153.40
5314108 · Construction & Restoration Work	621,263.28
5314109 · Cost Share	284,380.02
5314110 · Bank Fees & Interest Charges	675.21
5314600 · Liability Insurance Premiums	31,345.68
66300 · Sales Tax Adjustments	118.02
66900 · Reconciliation Discrepancies	0.01
5945360 · Capital Outlays	
5945369 · Tenant Improvements	1,363.22
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	233,327.94
Total Expense	4,046,349.01
Net Ordinary Income	126,770.22
Net Income	126,770.22



## Thurston Conservation District

## Profit &amp; Loss

November 2023

	Nov 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	1,193.86
3451130 · Poultry Equipment & Tool Rentals	-203.21
3451140 · Plant Sales	6,352.64
Total 3451100 · Soil/Water Conservation Service	7,343.29
Total 3400000 · Charges for Goods and Services	7,343.29
3300000 · Grant Revenues	185,969.26
3600000 · Miscellaneous Revenues	
3699100 · Miscellaneous Other	382.90
3685000 · Special Assessments - Service	23,026.54
3610000 · Interest and Other Earnings	109.81
3620000 · Rents and Leases	65.94
Total 3600000 · Miscellaneous Revenues	23,585.19
Total Income	216,897.74
Gross Profit	216,897.74
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	168,024.75
5314101 · Legal Fees & Services	2,000.00
5314102 · Audit & Accounting	402.86
5314103 · Computer Services	1,152.00
5314100 · Professional Services	56,918.07
5314400 · Advertising	437.76
5314104 · Janitorial Services	600.00
5314501 · Office Rent	4,368.00
5314700 · Utilities	446.44
5314503 · Equipment Leases	259.69
5314504 · Vehicle Leases	567.26
5314200 · Communications	1,202.20
5354800 · Repairs & Maintenance	531.00
5314505 · Software Licenses	1,827.33
5313101 · Office Supplies	404.68
5314202 · Postage & Shipping	132.88
5314117 · Soil Testing	493.55
5313401 · Plants for Resale	300.00
Project Expenses	3,704.07
5314302 · Staff - Conference & Training	445.68
5314306 · Board - Conference & Training	585.36
5314300 · Staff - Travel	712.61
5314301 · Board Travel	379.85
5314108 · Construction & Restoration Work	11,089.37
5314109 · Cost Share	27,654.32
5314600 · Liability Insurance Premiums	2,726.25
Total Expense	287,365.98
Net Ordinary Income	-70,468.24
Net Income	-70,468.24

## Thurston Conservation District

01/19/24

## Profit &amp; Loss

Accrual Basis

December 2023

	Dec 23
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	1,231.83
3451130 · Poultry Equipment & Tool Rentals	227.82
3451140 · Plant Sales	3,008.17
Total 3451100 · Soil/Water Conservation Service	4,467.82
3417000 · Sales of Merchandise	
3417020 · Event Ticket Income	182.65
Total 3417000 · Sales of Merchandise	182.65
Total 3400000 · Charges for Goods and Services	4,650.47
3300000 · Grant Revenues	227,707.14
3600000 · Miscellaneous Revenues	
3699100 · Miscellaneous Other	23.03
3685000 · Special Assessments - Service	2,480.23
3670000 · Nongovernmental Contributions	50.00
3610000 · Interest and Other Earnings	121.06
3620000 · Rents and Leases	141.06
Total 3600000 · Miscellaneous Revenues	2,815.38
Total Income	235,172.99
Gross Profit	235,172.99
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	151,269.84
5314101 · Legal Fees & Services	2,000.00
5314102 · Audit & Accounting	550.11
5314103 · Computer Services	5,674.00
5314100 · Professional Services	36,665.25
5314400 · Advertising	136.88
5314203 · Printing Services	846.30
5314104 · Janitorial Services	750.00
5314501 · Office Rent	12,795.00
5314700 · Utilities	366.89
5314503 · Equipment Leases	259.69
5314504 · Vehicle Leases	532.16
5314200 · Communications	1,113.21
5354800 · Repairs & Maintenance	511.60
5314505 · Software Licenses	1,394.80
5313101 · Office Supplies	349.77
5314202 · Postage & Shipping	155.67
5314117 · Soil Testing	904.04
Project Expenses	9,879.88
5314302 · Staff - Conference & Training	76.99
5314306 · Board - Conference & Training	61.93
5314300 · Staff - Travel	1,365.15
5314108 · Construction & Restoration Work	9,226.09
5314109 · Cost Share	900.00
5314600 · Liability Insurance Premiums	2,726.25
5945360 · Capital Outlays	
5945369 · Tenant Improvements	1,363.22
Total 5945360 · Capital Outlays	1,363.22
Total Expense	241,874.72
Net Ordinary Income	-6,701.73
Net Income	-6,701.73

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

01/19/24

Accrual Basis

	Jan - Dec 23	Jan - Dec 22	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	8,380.92	7,264.58	1,116.34	15.4%
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	2,007.38	1,720.03	287.35	16.7%
3451140 · Plant Sales	49,594.25	48,268.96	1,325.29	2.8%
3451150 · Partner Fee for Service	20,869.49	11,054.39	9,815.10	88.8%
<b>Total 3451100 · Soil/Water Conservation Service</b>	<b>81,914.43</b>	<b>68,803.60</b>	<b>13,110.83</b>	<b>19.1%</b>
3417000 · Sales of Merchandise				
3417010 · TCD Swag Shop	128.77	597.90	-469.13	-78.5%
3417020 · Event Ticket Income	182.65	0.00	182.65	100.0%
<b>Total 3417000 · Sales of Merchandise</b>	<b>311.42</b>	<b>597.90</b>	<b>-286.48</b>	<b>-47.9%</b>
<b>Total 3400000 · Charges for Goods and Services</b>	<b>82,225.85</b>	<b>69,401.50</b>	<b>12,824.35</b>	<b>18.5%</b>
3300000 · Grant Revenues	3,523,807.46	1,811,751.71	1,712,055.75	94.5%
3600000 · Miscellaneous Revenues				
3691000 · Sale of Surplus	2,375.00	0.00	2,375.00	100.0%
3699100 · Miscellaneous Other	405.93	1,806.51	-1,400.58	-77.5%
3685000 · Special Assessments - Service	561,666.98	557,274.50	4,392.48	0.8%
3670000 · Nongovernmental Contributions	1,236.00	26,735.56	-25,499.56	-95.4%
3610000 · Interest and Other Earnings	503.99	201.01	302.98	150.7%
3620000 · Rents and Leases	898.02	875.39	22.63	2.6%
<b>Total 3600000 · Miscellaneous Revenues</b>	<b>567,085.92</b>	<b>586,892.97</b>	<b>-19,807.05</b>	<b>-3.4%</b>
<b>Total Income</b>	<b>4,173,119.23</b>	<b>2,468,046.18</b>	<b>1,705,073.05</b>	<b>69.1%</b>
<b>Gross Profit</b>	<b>4,173,119.23</b>	<b>2,468,046.18</b>	<b>1,705,073.05</b>	<b>69.1%</b>
<b>Expense</b>				
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	1,770,189.17	1,370,887.02	399,302.15	29.1%
5314000 · Intern Stipends	13,740.00	2,311.33	11,428.67	494.5%
5314101 · Legal Fees & Services	34,003.25	22,000.00	12,003.25	54.6%
5314102 · Audit & Accounting	8,310.72	12,418.16	-4,107.44	-33.1%
5314103 · Computer Services	28,936.49	24,764.51	4,171.98	16.9%
5314100 · Professional Services	672,540.61	142,006.64	530,533.97	373.6%
5314400 · Advertising	3,011.88	4,298.88	-1,287.00	-29.9%
5314203 · Printing Services	12,101.08	1,789.63	10,311.45	576.2%
5314104 · Janitorial Services	7,950.00	7,507.50	442.50	5.9%
5314501 · Office Rent	60,843.00	52,416.00	8,427.00	16.1%
5314700 · Utilities	6,827.58	6,456.38	371.20	5.8%
5314503 · Equipment Leases	4,780.88	12,463.47	-7,682.59	-61.6%
5314504 · Vehicle Leases	6,224.69	5,785.46	439.23	7.6%
5314200 · Communications	14,229.02	12,285.43	1,943.59	15.8%
5313102 · Photocopier Usage	995.43	587.03	408.40	69.6%
5354800 · Repairs & Maintenance	10,474.86	8,161.11	2,313.75	28.4%
5314505 · Software Licenses	16,139.39	13,588.51	2,550.88	18.8%
5313101 · Office Supplies	4,399.91	3,820.53	579.38	15.2%
5314202 · Postage & Shipping	3,199.28	1,569.31	1,629.97	103.9%
5314902 · Organizational Dues	6,621.89	5,972.60	649.29	10.9%
5314307 · Licenses and Permits	1,155.75	0.00	1,155.75	100.0%
5314117 · Soil Testing	5,281.93	4,524.44	757.49	16.7%
5313401 · Plants for Resale	40,181.84	26,626.35	13,555.49	50.9%
Project Expenses	72,095.01	42,053.64	30,041.37	71.4%
5314302 · Staff - Conference & Training	7,547.77	10,275.92	-2,728.15	-26.6%
5314306 · Board - Conference & Training	1,201.87	1,807.72	-605.85	-33.5%
5314300 · Staff - Travel	20,722.30	10,097.70	10,624.60	105.2%

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

01/19/24

Accrual Basis

	Jan - Dec 23	Jan - Dec 22	\$ Change	% Change
5314301 · Board Travel	379.85	58.76	321.09	546.4%
5314119 · Cultural Resources	41,153.40	5,959.00	35,194.40	590.6%
5314108 · Construction & Restoration Work	621,263.28	288,444.35	332,818.93	115.4%
5314109 · Cost Share	284,380.02	67,923.58	216,456.44	318.7%
5314110 · Bank Fees & Interest Charges	675.21	661.03	14.18	2.2%
5314600 · Liability Insurance Premiums	31,345.68	26,479.00	4,866.68	18.4%
66300 · Sales Tax Adjustments	118.02	184.24	-66.22	-35.9%
66900 · Reconciliation Discrepancies	0.01	0.00	0.01	100.0%
5945360 · Capital Outlays				
5945369 · Tenant Improvements	1,363.22	0.00	1,363.22	100.0%
5945368 · Rental Equipment	60,965.26	4,866.03	56,099.23	1,152.9%
5945367 · Restoration Equipment	76,002.12	4,937.15	71,064.97	1,439.4%
5945363 · Equipment & Office Furniture	2,770.58	23,082.37	-20,311.79	-88.0%
5945364 · Computer Hardware	10,608.50	10,566.86	41.64	0.4%
5945365 · Machinery and Tools	0.00	634.29	-634.29	-100.0%
5945366 · Vehicle Purchases	81,618.26	49,539.00	32,079.26	64.8%
Total 5945360 · Capital Outlays	233,327.94	93,625.70	139,702.24	149.2%
Total Expense	4,046,349.01	2,289,810.93	1,756,538.08	76.7%
Net Ordinary Income	126,770.22	178,235.25	-51,465.03	-28.9%
Net Income	<b>126,770.22</b>	<b>178,235.25</b>	<b>-51,465.03</b>	<b>-28.9%</b>

# Thurston Conservation District

## Balance Sheet

### As of December 31, 2023

	Dec 31, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
3088010 · Checking-103 Beneficial	49,492.05
3081001 · Checking-7444 Timberland	25,182.09
3088020 · Savings Accounts	
3088021 · Saving-116 Beneficial Reserve	205,499.35
3088022 · Saving-129 Beneficial CEC	95,115.14
Total 3088020 · Savings Accounts	300,614.49
3088030 · Counter Cash	100.00
3088040 · PayPal Account	6,350.14
3088050 · WooCommerce Account	81.55
Total Checking/Savings	381,820.32
Accounts Receivable	562,285.92
Other Current Assets	
3090500 Prepaid Accounts	
3090509 · Other Prepaid Expenses	2,007.19
3090508 · Refundable Deposit Paid	500.00
3090501 · Prepaid Insurance	22,278.00
3090506 · Security Deposit - Ferguson ST	3,835.00
3090507 · Security Deposit - Tilley Court	8,427.00
Total 3090500 Prepaid Accounts	37,047.19
3091000 · 309.10.00 Inventory Asset	2,770.56
3092000 · 309.20.00 Cash on Hand	31,463.37
Total Other Current Assets	71,281.12
Total Current Assets	1,015,387.36
<b>TOTAL ASSETS</b>	<b>1,015,387.36</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	20,884.34
Credit Cards	7,521.94
Other Current Liabilities	
3861100 · Sales Tax Payable	2,490.77
3861000 · Payroll Liabilities	135,033.27
Total Other Current Liabilities	137,524.04
Total Current Liabilities	165,930.32
Total Liabilities	165,930.32
Equity	849,457.04
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,015,387.36</b>

# 2023 Unrestricted Budget vs Actual



December 100.00%

	Account Name	2023 Mid-Year Revised Budget	2023 Actual	\$ Over Budget	% of Budget
1	<input checked="" type="checkbox"/> Income	1,033,078	1,036,609	3,532	100.34%
2	<input checked="" type="checkbox"/> Retail Sales	65,003	76,394	11,391	117.52%
3	<input checked="" type="checkbox"/> Food Production and Consumption	1,600	2,007	407	125.46%
4	Poultry Equipment & Tool Rentals	1,600	2,007	407	125.46%
5	<input checked="" type="checkbox"/> Soil Conservation and Health	8,900	9,443	543	106.10%
6	Soil Testing	8,000	8,381	381	104.76%
7	Nutrient Spreader Rentals	900	763	-137	84.80%
8	No-Till Drill Rentals	0	299	299.17	N/A
9	<input checked="" type="checkbox"/> Community Outreach and Education	51,921	51,984	63	100.12%
10	Plant Sales	49,546	49,594	48	100.10%
11	TCD Swag Shop	0	15	15	N/A
12	Auction Income	2,375	2,375	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	1,824	849	187.10%
16	Contributions Private	0	86	86	N/A
17	Rental Income	800	878	78	109.74%
18	Interest Income	175	454	279	259.65%
19	Miscellaneous Income	0	406	406	N/A
20	<input checked="" type="checkbox"/> Grant Revenue	148,935	148,935	0	100.00%
22	Rates and Charges	559,611	561,667	2,056	100.37%
23	<input checked="" type="checkbox"/> Overhead	259,529	249,614	-9,915	96.18%
24	Overhead Allocation	242,133	231,432	-10,701	95.58%
25	Vehicle Allocation	17,396	18,182	786	104.52%
26	2022 Carry Overs	59,011	59,011	0	100.00%
27	<input checked="" type="checkbox"/> Program Allocation	442,810	444,469	1,659	100.37%
28	<input checked="" type="checkbox"/> Local Food Production and Consumption	22,981	24,410	1,429	106.22%
29	Poultry Equipment Rentals	22,981	24,410	1,429	106.22%
30	<input checked="" type="checkbox"/> Producer Support & Preservation and Expansion of Working Lands	3,935	2,106	-1,829	53.52%
31	Working Lands Preservation Initiative	3,935	2,106	-1,829	53.52%
32	<input checked="" type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	1,446	2,286	840	158.07%
33	Restoration Crew & Equipment	1,446	2,286	840	158.07%
34	<input checked="" type="checkbox"/> Soil Conservation and Health	44,921	42,722	-2,199	95.10%
35	Soil Health Testing	34,500	32,035	-2,465	92.85%
36	Nutrient Spreader Rentals	10,421	8,494	-1,927	81.51%
37	No-Till Drill Rentals	0	2,193	2193.18	N/A
38	<input checked="" type="checkbox"/> Community Outreach and Engagement	216,603	217,565	962	100.44%
39	Conservation & Education Center	79,045	83,112	4,067	105.15%
40	District Communications	68,750	64,814	-3,936	94.27%
41	Plant Sale	57,805	55,475	-2,330	95.97%

	Account Name	2023 Mid-Year Revised Budget	2023 Actual	\$ Over Budget	% of Budget
42	Elections	11,003	14,164	3,162	128.74%
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	100,581	2,456	102.50%
48	Conservation TA	98,125	100,581	2,456	102.50%
49	<input type="checkbox"/> Expense	592,978	615,223	22,245	103.75%
50	Administrative Salaries & Benefits	294,000	342,599	48,599	116.53%
51	<input type="checkbox"/> Professional Services	74,143	73,353	-790	98.93%
52	Legal Services	34,000	34,003	3	100.01%
53	Audit & Accounting	6,500	7,960	1,460	122.47%
54	Computer Services	30,643	28,832	-1,812	94.09%
55	Professional Services	3,000	2,558	-443	85.25%
56	<input type="checkbox"/> Facility, Vehicles and Maintenance	154,335	140,721	-13,614	91.18%
57	Janitorial Services	7,800	7,950	150	101.92%
58	Office Rent	50,000	57,723	7,723	115.45%
59	Utilities	7,300	6,408	-892	87.78%
60	Equipment Leases	3,600	3,636	36	101.00%
61	Vehicle Leases	5,775	6,225	450	107.79%
62	5966604 · Vehicle Purchase	20,000	20,000	0	100.00%
63	Office Move	23,000	5,196	-17,804	22.59%
64	Communications	12,710	13,655	945	107.43%
65	Photocopier Usage	1,100	995	-105	90.49%
66	Repairs & Maintenance	3,300	2,800	-500	84.83%
67	Computer Hardware Purchases	4,500	4,529	29	100.65%
68	Computer Software	12,250	11,204	-1,046	91.46%
69	Equipment & Office Furniture	3,000	400	-2,600	13.34%
70	<input type="checkbox"/> Supplies	10,750	9,771	-979	90.89%
71	Office Supplies	4,450	3,728	-722	83.77%
72	Postage & Shipping	300	174	-126	58.00%
73	Organizational Dues & Licenses	6,000	5,869	-131	97.81%
74	<input type="checkbox"/> Conferences, Training and Travel	24,600	16,806	-7,794	68.32%
75	Staff Conference & Training Fees	9,000	3,232	-5,768	35.91%
76	Board Conference and Training Fees	2,500	1,202	-1,298	48.07%
77	Staff Travel	11,600	11,993	393	103.38%
78	Board Travel	1,500	380	-1,120	25.32%
79	<input type="checkbox"/> Insurance and Banking	35,150	31,975	-3,175	90.97%
80	Bank Fees & Interest Charges	650	629	-21	96.76%
81	Liability Insurance Premiums	34,500	31,346	-3,154	90.86%
82	Late Fees & Penalties	0	0	0	N/A
83	<input type="checkbox"/> Savings	56,300	56,300	0	100.00%
84	Reserve Fund	37,500	37,500	0	100.00%
85	Conservation Education Center Savings Plan	18,800	18,800	0	100.00%
86	Net Income (Surplus or Deficit)	-0	-20,372	-20,372	-1.86%

# 2023 Restricted Budgets vs Actuals



As of December 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	<b>- RCO</b>											
2	ASRP Riverbend Phase 2	R050	20-1908	03/28/22	06/30/27	7,674,839	6,775,113	655,070	813,632	-158,563	33.52%	11.72%
3	SRFB Cozy Valley	R060	21-1089C	09/23/21	12/30/24	132,778	34,125	93,563	66,408	27,155	69.46%	74.30%
4	ESRP Zangle Cove	R070	20-1517R	07/01/21	12/31/23	110,072	40,780	105,927	65,148	40,780	100.00%	62.95%
5	Oregon Spotted Frog (OSF) Outreach	R080		01/01/23	01/01/25	32,550	20,118	25,100	12,432	12,668	49.86%	38.19%
6	ESRP Lower Eld Bulkhead Removal	R090		07/01/23	07/01/26	125,200	124,043	10,700	1,157	9,543	16.77%	0.92%
7	<b>- Federal</b>											
8	Frogs on Farm Cost Share	US80		08/15/20	08/15/25	93,135	68,805	21,340	16,245	5,095	67.54%	26.12%
9	USFWS Restoring South Sound Prairies	US90		07/01/22	07/01/27	160,000	90,964	31,243	31,974	-731	30.05%	43.15%
10	Zangle Cove PMEP	US100		09/30/22	09/30/24	40,000	0	40,000	40,000	0	<b>Closed</b>	100.00%
11	<b>- DOE</b>											
12	Deschutes	E100	WQC-2018-ThurCD-00174	07/01/19	04/30/23	218,752	71,855	85,990	14,135	71,855	<b>Closed</b>	67.15%
13	<b>- WSCC</b>											
14	Skookumchuck Planting	W030	20-13-ER	04/01/20	12/31/24	744,780	215,580	92,836	20,609	72,227	78.92%	71.05%
15	FY21-23 Livestock	W025	22-13-LT	07/01/21	06/30/23	20,000	4	6,013	6,009	4	<b>Closed</b>	99.98%
16	FY23-25 Livestock	W025	24-13-LT	07/01/23	06/30/25	20,000	15,195	5,000	4,805	195	25.17%	24.02%
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	<b>Closed</b>	72.88%
18	FY21-25 Chehalis Flood Plain	W050	22-13-FL	09/01/21	06/30/25	261,333	131,480	175,300	43,821	131,480	60.90%	49.69%
19	FY21-23 CREP	W070	22-13-CE	07/01/21	06/30/23	88,870	26,792	78,060	51,268	26,792	<b>Closed</b>	69.85%
20	FY23-24 CREP	W070	24-13-CE	07/01/23	06/30/24	55,251	21,717	55,251	33,533	21,717	50.27%	60.69%
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	<b>Closed</b>	47.56%
22	FY23-25 NRI Cost Share	W080	24-13-NR	08/21/23	06/30/25	81,222	59,749	33,160	21,473	11,687	19.56%	26.44%
23	FY22-23 Engineering	W100	23-13-PE	07/27/22	06/30/23	132,000	0	73,103	73,103	0	<b>Closed</b>	100.00%
24	FY23-24 Engineering	W100	24-13-PE	09/27/23	06/30/24	82,500	47,805	41,250	34,695	6,555	34.53%	42.05%
25	Meyer Salmon Recovery	W111	23-13-SRF	07/01/22	06/30/23	60,000	15,900	55,831	39,931	15,900	<b>Closed</b>	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	<b>Closed</b>	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	<b>Closed</b>	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	<b>Closed</b>	55.48%
29	Large Wood Acquisition	W115	23-13-SRF	03/21/23	06/30/23	6,250	97	6,250	6,153	97	<b>Closed</b>	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	25,323	24,127	27,475	-3,348	42.95%	52.04%
32	Forest Health and Community Wildfire Resiliency	W130	24-13-FH	09/22/23	06/30/25	471,000	459,680	16,639	11,320	5,319	15.59%	2.40%
33	FY21-25 Chehalis Lead	W150	22-13-RIT	10/01/21	06/30/25	72,000	13,223	41,539	28,316	13,223	60.04%	81.63%
34	<b>Thurston County</b>											
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	172,287	57,194	55,213	1,980	25.17%	24.27%
38	FY23-25 VSP Cost Share	TC450		08/08/23	06/30/25	391,406	360,366	28,414	31,040	-2,626	21.07%	7.93%
39	<b>Miscellaneous</b>											
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	388,883	308,489	85,465	80,394	5,071	25.17%	20.67%
42	Agri-Park Feasibility Study GIS Work	M055		10/12/23	03/31/24	5,387	72	5,387	5,315	72	47.09%	98.66%
43	Orca Recovery Day	M060		07/01/19	until spent	7,490	-74	1,175	1,249	-74	N/A	100.99%
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	21,188	129,500	108,312	21,188	100.00%	83.64%
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	388,879	337,388	309,247	28,142	33.35%	59.91%
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	60,414	37,110	32,362	4,749	57.17%	46.04%
50	WFC Meyer Phase 2	M100		01/01/23	09/01/25	106,546	79,170	N/A	27,376	N/A	37.44%	25.69%
51	Pierce County Shellfish NTA	M600		07/01/23	09/30/23	40,000	7	40,000	39,993	7	Closed	99.98%
52	<b>South Sound GREEN</b>											
53	FY23 Interlocal	G019-SS		01/01/23	12/31/23	51,200	0	51,200	51,200	0	100.00%	100.00%
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	585	5,000	4,415	585	100.00%	88.29%
57	NFWF Five Star	G019.108		09/01/23	06/30/24	12,375	8,097	5,000	4,278	722	40.13%	34.57%
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	14.40%	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	5,409	17,166	14,591	2,575	N/A	72.96%

	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	until spent	5,035	262	5,035	4,773	262	N/A	94.80%
64	TCC	TCC		01/01/18	until spent	9,853	0	174	174	0	N/A	100.00%
65	<b>- Teens in Thurston Volunteer Program</b>									0		
66	Nisqually TNT 2022	G019.60		01/19/22	until spent	4,000	0	1,975	1,975	0	<b>Closed</b>	100.00%
67	Nisqually TNT 2023	T070		01/06/23	until spent	5,375	3,654	5,375	1,721	3,654	N/A	32.03%
68	<b>- Envirothon Program</b>									0		
69	2022 Nisqually Indian Tribe Envirothon	T040		01/01/22	until spent	5,000	0	274	274	0	<b>Closed</b>	100.00%
70	2023 Chehalis Tribe Envirothon	T040		01/23/23	until spent	5,000	113	5,000	4,887	113	N/A	97.73%
71	2023 Pork Blakely Envirothon	T040		03/02/23	until spent	500	500	500	0	500	N/A	0.00%
72	<b>- PARTNERS</b>									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	<b>Closed</b>	49.98%
74	OlyEcosystems	P400		05/02/23	09/01/23	33,000	9,788	16,500	6,712	9,788	<b>Closed</b>	70.34%
75	Wild Fish Conservancy (WFC)	P500		08/14/23	08/24/23	8,900	6,381	8,900	2,519	6,381	<b>Closed</b>	28.30%

**Thurston Conservation District**  
**Payment Report**  
**November - December 2023**

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	1330654810	11/01/2023	Last Pass	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	236.52
Credit Card Charge	12004	11/01/2023	Safeway	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	10.90
Credit Card Charge	12103	11/02/2023	Garmin	UNRESTRICTED:A010 - Administrative Expenses	5354804 · Restoration Equipment	103.32
Credit Card Charge	12047	11/02/2023	Rainer Food Mart	RCO:R060 - SRFB Cozy Valley	5314107 · Project Supplies	11.04
Credit Card Charge	12048	11/02/2023	Rainer Food Mart	RCO:R060 - SRFB Cozy Valley	5314107 · Project Supplies	53.10
Credit Card Charge	12056	11/02/2023	US Postal Service	UNRESTRICTED:A010 - Administrative Expenses	5314202 · Postage & Shipping	5.01
Credit Card Charge	12057	11/02/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	23.57
Credit Card Charge	12058	11/02/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	15.53
Credit Card Charge	12059	11/02/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	22.89
Credit Card Charge	12014	11/03/2023	Acorn Naturalist	GREEN:G019.30 Embrace a Stream	5314107 · Project Supplies	170.83
Credit Card Charge	12011	11/03/2023	Safeway	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314901 · Meeting & Event	66.10
Credit Card Charge	12095	11/03/2023	Tractor Supply	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314107 · Project Supplies	43.20
Credit Card Charge	12015	11/04/2023	Starbucks	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314901 · Meeting & Event	43.24
Credit Card Charge	12016	11/05/2023	Bayview Thriftway	TCD Programs:T070 -Teens in Thurston Volunteer Program	5314901 · Meeting & Event	10.52
Check	EFT	11/05/2023	Delta Dental		5531022 · Dental Benefits	1,775.30
Credit Card Charge	12012	11/06/2023	AED Super Store	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	264.13
Check	EFT	11/06/2023	Regence - Health Care		5531021 · Medical Benefits	19,043.61
Credit Card Charge	1265360612	11/07/2023	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	205.86
Check	EFT	11/07/2023	Wells Fargo		Wells Fargo	14,274.39
Credit Card Charge	12020	11/09/2023	Cheveron	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	69.71
Liability Check	EFT	11/09/2023	Internal Revenue Service		Federal Income Tax & FICA Payable	14,394.86
Credit Card Charge	12031	11/09/2023	Lacey Parks Culture & Recreation	MISC:M095 - WCRRI Prairie Habitat Enhancement	5314502 · Site Rental	37.50
Credit Card Charge	12030	11/09/2023	Olympia Coffee	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	62.42
Liability Check		11/09/2023	QuickBooks Payroll Service		Payroll	44,685.00
Credit Card Charge	03343632	11/09/2023	Rightworks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	23.00
Credit Card Charge	12029	11/09/2023	US Foods Chef's Store	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	55.94
Credit Card Charge	12060	11/09/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	14.68
Credit Card Charge	12027	11/10/2023	Lincoln Creek Lumber Co.	MISC:M065 - City of Olympia Urban Ag	5314107 · Project Supplies	656.29
Credit Card Charge	12026	11/11/2023	Thurston County Solid Waste	MISC:M065 - City of Olympia Urban Ag	5314702 · Garbage Service	134.00
Credit Card Charge	12025	11/13/2023	Community Farmland Trust	MISC:M065 - City of Olympia Urban Ag	5314400 · Advertising	250.00
Bill Pmt -Check	22197	11/14/2023	All City Cleaning Services	UNRESTRICTED:A010 - Administrative Expenses	5314104 · Janitorial Services	1,200.00
Credit Card Charge	12083	11/14/2023	Best Buy	TCD Programs:T030 - District Communications	5313101 · Office Supplies	27.36
Credit Card Charge	5606032	11/14/2023	Buzzsprout	TCD Programs:T030 - District Communications	5374001 · Web Hosting and Maintenance	12.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	22198	11/14/2023	Christina Wagner	Various	5314304 · Mileage	53.26
Bill Pmt -Check	EFT	11/14/2023	Comcast	UNRESTRICTED:A010 - Administrative Expenses	5314204 · Internet Services	187.66
Bill Pmt -Check	22199	11/14/2023	Community Farmland Trust	TCD Programs:T099 - Food Processing and Tools Rentals	5314501 · Office Rent	260.00
Bill Pmt -Check	22200	11/14/2023	Deschutes Law Group	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	4,000.00
Bill Pmt -Check	22201	11/14/2023	Donalyn Johanns	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22202	11/14/2023	FCS Group	UNRESTRICTED:A010 - Administrative Expenses	5314100 · Professional Services	2,557.50
Credit Card Charge	12084	11/14/2023	Featherman Equipment	TCD Programs:T099 - Food Processing and Tools Rentals	5354802 · Rental Equipment	307.61
Bill Pmt -Check	22203	11/14/2023	H2 Pre-Cast Inc	RCO:R050 - FY 22-27 ASRP Riverbend	5314108 · Construction & Restoration Work	26,632.32
Bill Pmt -Check	22204	11/14/2023	James Dyson	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22205	11/14/2023	LaMotte Company	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	704.40
Bill Pmt -Check	22206	11/14/2023	Leah Greenland	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22207	11/14/2023	Marguerite Abplanalp	Various	5314304 · Mileage	34.72
Bill Pmt -Check	22208	11/14/2023	Midwest Labs	TCD Programs:T098 - Soil Health Testing	5314117 · Soil Testing	493.55
Bill Pmt -Check	22209	11/14/2023	Mountain Mist	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	34.99
Bill Pmt -Check	22210	11/14/2023	Natural Systems Design	MISC:M035 - ESRP Shore Friendly	5314100 · Professional Services	2,649.00
Bill Pmt -Check	EFT	11/14/2023	Pacific Disposal	UNRESTRICTED:A010 - Administrative Expenses	5314702 · Garbage Service	62.07
Bill Pmt -Check	22211	11/14/2023	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	402.05
Bill Pmt -Check	22212	11/14/2023	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	5314701 · Electricity	238.74
Bill Pmt -Check	22213	11/14/2023	Qwg Applied Geology	MISC:M035 - ESRP Shore Friendly	5314100 · Professional Services	2,885.48
Bill Pmt -Check	22214	11/14/2023	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	5314503 · Equipment Leases	259.69
					5314107 · Project Supplies & 5314304 · Mileage	
Bill Pmt -Check	22215	11/14/2023	Sam Nadell	GREEN:G019-SS GREEN Interlocal (Quarterly)		148.33
Bill Pmt -Check	22216	11/14/2023	Simmons & Sons Contracting, Inc.	RCO:R050 - FY 22-27 ASRP Riverbend	5314108 · Construction & Restoration Work	85,344.95
Bill Pmt -Check	22217	11/14/2023	Taylor Sherrow	Various	Restoration Crew Intern Stipend	80.00
Bill Pmt -Check	22218	11/14/2023	Thurston County Central Services	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	4,108.00
Credit Card Charge	12062	11/14/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314302 · Staff - Conference & Training	45.69
Bill Pmt -Check	22219	11/14/2023	USAbLe.Life		5531026 · Life Insurance	182.60
Bill Pmt -Check	22220	11/14/2023	VSP - Vision Care		5531021 · Medical Benefits	224.14
Bill Pmt -Check	22221	11/14/2023	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	567.26
Liability Check	EFT	11/14/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	19,683.43
Bill Pmt -Check	22222	11/14/2023	WA St University Energy Program	UNRESTRICTED:A010 - Administrative Expenses	5314103 · Computer Services	1,152.00
Check	EFT	11/14/2023	Wells Fargo		Wells Fargo	937.21
Liability Check	22224	11/14/2023	WSCCE - Council 2		3861008 · Union Dues	944.66
Bill Pmt -Check	22223	11/14/2023	WSU Extension - Ag & Natural Resources	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314100 · Professional Services	750.00
Credit Card Charge	12037	11/15/2023	Airbnb	WSCC:W100 - FY23-24 Engineering	3090509 · Other Prepaid Expenses	627.19
Credit Card Charge	12035	11/15/2023	Namecheap	TCD Programs:T030 - District Communications	5374001 · Web Hosting and Maintenance	32.12
Credit Card Charge	12064	11/16/2023	Haggen	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	37.25
Credit Card Charge	12049	11/16/2023	Tenino Market Fresh	RCO:R060 - SRFB Cozy Valley	5314107 · Project Supplies	5.39

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	12042	11/16/2023	Trader Joes	GREEN:TCC:G019.28 Dawkins	5314901 · Meeting & Event	19.95
Credit Card Charge	12063	11/16/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	7.48
Credit Card Charge	12061	11/16/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	21.57
Credit Card Charge	12113	11/16/2023	US Postal Service	UNRESTRICTED:A010 - Administrative Expenses	5314202 · Postage & Shipping	5.01
Credit Card Charge	E0300PXHTC	11/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	151.82
Credit Card Charge	E0300PXPUW	11/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	49.28
Credit Card Charge	EO300XPUV	11/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	123.19
Credit Card Charge	12065	11/20/2023	Seven-Eleven	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	40.00
Credit Card Charge	12112	11/20/2023	Terry's Automotive Group	UNRESTRICTED:A120 - Vehicles	5354803 · Vehicle Maintenance	223.39
Credit Card Charge	12066	11/21/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	78.20
Credit Card Charge	12085	11/21/2023	Gemplers	RCO:R050 - FY 22-27 ASRP Riverbend	5314108 · Construction & Restoration Work	79.26
Credit Card Charge	12068	11/21/2023	Herc Rentals	RCO:R060 - SRFB Cozy Valley	5314116 · Project Equipment	1,289.83
Credit Card Charge	12111	11/21/2023	Olive Garden	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	57.48
Check	EFT	11/21/2023	TPSC Benefits		5531021 · Medical Benefits	94.50
Credit Card Charge	12110	11/21/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	19.15
Credit Card Charge	12081	11/22/2023	Acorn Naturalist	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	82.12
Liability Check	EFT	11/22/2023	Internal Revenue Service		Federal Income Tax & FICA Payable	14,002.26
Credit Card Charge	12079	11/22/2023	VEEAM	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	625.46
Liability Check	EFT	11/22/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	765.00
Credit Card Charge	P1-89699541	11/23/2023	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	174.00
Liability Check		11/24/2023	QuickBooks Payroll Service		Payroll	43,693.13
Credit Card Charge	12105	11/27/2023	Home Depot	WSCC:W080 - NRI Cost Share	5314108 · Construction & Restoration Work	29.53
Credit Card Charge	12108	11/27/2023	Home Goods	UNRESTRICTED:A010 - Administrative Expenses	5314302 · Staff - Conference & Training	19.99
Check	EFT	11/27/2023	TPSC Benefits		5531021 · Medical Benefits	20.00
Bill Pmt -Check	22225	11/29/2023	Anchor QEA	RCO:R050 - FY 22-27 ASRP Riverbend	5314100 · Professional Services	52,435.08
Bill Pmt -Check	22226	11/29/2023	Aquaveo	WSCC:W100 - FY23-24 Engineering	5314505 · Software Licenses	565.50
Bill Pmt -Check	22227	11/29/2023	Donalyn Johanns	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22228	11/29/2023	FP Mailing Solutions	UNRESTRICTED:A010 - Administrative Expenses	5314503 · Equipment Leases	160.80
Bill Pmt -Check	22229	11/29/2023	Gloria Ferguson	Various	Restoration Crew Intern Stipend	1,440.00
Bill Pmt -Check	22230	11/29/2023	James Dyson	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22231	11/29/2023	Leah Greenland	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22232	11/29/2023	Propagation Nation	TCD Programs:T097 - Plant Sale	5313401 · Plants for Resale	300.00
Bill Pmt -Check	22233	11/29/2023	River Restoration Northwest	Various	5314302 · Staff - Conference & Training	1,760.00
Bill Pmt -Check	22234	11/29/2023	Taylor Sherrow	Various	Restoration Crew Intern Stipend	100.00
Bill Pmt -Check	22235	11/29/2023	U.S. Fish and Wildlife Service	RCO:R080 - Oregon Spotted Frog (OSF) Outreach	5314100 · Professional Services	3,832.62
Bill Pmt -Check	22236	11/29/2023	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	970.42
Bill Pmt -Check	22237	11/29/2023	VSP - Vision Care		5531021 · Medical Benefits	181.35
Credit Card Charge	MC14484284	11/30/2023	Mail Chimp	TCD Programs:T030 - District Communications	5314505 · Software Licenses	75.56

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	12107	11/30/2023	Thurston County Solid Waste	WSSC:W080 - NRI Cost Share	5314108 · Construction & Restoration Work	111.00
Credit Card Charge	12109	11/30/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	18.97
Check	EFT	12/01/2023	Delta Dental		5531022 · Dental Benefits	1,566.10
Credit Card Charge	12097	12/01/2023	Lincoln Creek Lumber Co.	MISC:M065 - City of Olympia Urban Ag	5314107 · Project Supplies	307.40
Credit Card Charge	12134	12/01/2023	Tenino Market Fresh	MISC:M065 - City of Olympia Urban Ag	5314107 · Project Supplies	19.45
Credit Card Charge	12115	12/01/2023	Terry's Automotive Group	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	59.66
Credit Card Charge	12098	12/01/2023	US Foods Chef's Store	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	39.18
Credit Card Charge	12096	12/02/2023	Olympia Coffee	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	31.21
Credit Card Charge	1012269	12/03/2023	Adobe Inc	MISC:M065 - City of Olympia Urban Ag	5314505 · Software Licenses	919.54
Credit Card Charge	12114	12/03/2023	World Market	UNRESTRICTED:A010 - Administrative Expenses	5314302 · Staff - Conference & Training	6.99
Credit Card Charge	12106	12/04/2023	Home Depot	WSSC:W080 - NRI Cost Share	5314107 · Project Supplies	32.82
Credit Card Charge	12140	12/04/2023	Home Depot	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	17.83
Check	EFT	12/04/2023	TPSC Benefits		5531021 · Medical Benefits	900.00
Check	EFT	12/05/2023	Regence - Health Care		5531021 · Medical Benefits	16,806.97
Credit Card Charge	12100	12/05/2023	Shell Gas	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	68.73
Credit Card Charge	12118	12/06/2023	Safeway	GREEN:G019.108 - NFWF Five Star	5314901 · Meeting & Event	12.00
Credit Card Charge	12104	12/07/2023	Etrailer.com	Various	5354800 · Repairs & Maintenance	434.11
Credit Card Charge	12117	12/07/2023	Harbor Freight	GREEN:G019.108 - NFWF Five Star	Project Expenses	109.00
Liability Check		12/07/2023	QuickBooks Payroll Service		Payroll	42,757.08
Credit Card Charge	1271816363	12/07/2023	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	197.10
Credit Card Charge	12141	12/07/2023	Thurston County Solid Waste	WSSC:W080 - NRI Cost Share	5314702 · Garbage Service	156.00
Credit Card Charge	12189	12/07/2023	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	18.10
Check	EFT	12/08/2023	Wells Fargo		Wells Fargo	6,655.55
Credit Card Charge	12123	12/09/2023	Doos Donuts	TCD Programs:T070 -Teens in Thurston Volunteer Program	5314901 · Meeting & Event	32.75
Credit Card Charge	G034189372	12/09/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	0.03
Credit Card Charge	03378814	12/09/2023	Rightworks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	23.00
Liability Check	EFT	12/10/2023	Internal Revenue Service		Federal Income Tax & FICA Payable	13,792.78
Credit Card Charge	12131	12/11/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	61.93
Liability Check	EFT	12/11/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	18,617.29
Bill Pmt -Check	22253	12/12/2023	All City Cleaning Services	UNRESTRICTED:A010 - Administrative Expenses	5314104 · Janitorial Services	750.00
Bill Pmt -Check	22254	12/12/2023	Ariel Curtis	TCD Programs:T040 - Envirothon Program	5314202 · Postage & Shipping	5.65
Bill Pmt -Check	22255	12/12/2023	Christina Wagner	Various	5314304 · Mileage & 5314107 · Project Supplies	65.07
Bill Pmt -Check	22239	12/12/2023	Community Farmland Trust	TCD Programs:T099 - Food Processing and Tools Rentals	5314501 · Office Rent	260.00
Bill Pmt -Check	22240	12/12/2023	Donalyn Johanns	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22256	12/12/2023	Emily Landrus	RCO:R060 - SRFB Cozy Valley	5314304 · Mileage	70.74
Bill Pmt -Check	22241	12/12/2023	Gloria Ferguson	Various	Restoration Crew Intern Stipend	1,200.00
Credit Card Charge	12133	12/12/2023	Home Depot	WSSC:W120 -FY23-24 Sustainable Farms and Field	5314107 · Project Supplies	109.46

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	0040134057	12/12/2023	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	156.01
Bill Pmt -Check	22242	12/12/2023	James Dyson	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22259	12/12/2023	Mountain Mist	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	34.99
Bill Pmt -Check	22244	12/12/2023	Natural Systems Design	MISC:M035 - ESRP Shore Friendly	5314100 · Professional Services	4,833.75
Bill Pmt -Check	22245	12/12/2023	Natural Waters, LLC	RCO:R060 - SRFB Cozy Valley	5314100 · Professional Services	500.00
Bill Pmt -Check	22246	12/12/2023	Nisqually Valley News (CT Publishing)	TCD Programs:T036 - Elections	5314400 · Advertising	187.76
Bill Pmt -Check	EFT	12/12/2023	Pacific Disposal	UNRESTRICTED:A010 - Administrative Expenses	5314702 · Garbage Service	61.93
Bill Pmt -Check	22260	12/12/2023	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	321.42
Bill Pmt -Check	22257	12/12/2023	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	5314701 · Electricity	128.80
Bill Pmt -Check	22258	12/12/2023	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	5314503 · Equipment Leases	259.69
Bill Pmt -Check	22247	12/12/2023	Riverbend Ranch	USFWS:US90 Restoring South Sound Prairies	5314109 · Cost Share	27,654.32
Bill Pmt -Check	22248	12/12/2023	Taylor Sherrow	Various	Restoration Crew Intern Stipend	100.00
Bill Pmt -Check	22249	12/12/2023	Thurston County Central Services	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	4,108.00
Bill Pmt -Check	22250	12/12/2023	Tilley Court Caves, LLC	UNRESTRICTED:A010 - Administrative Expenses	3090507 · Security Deposit - Tilley Court	8,427.00
Credit Card Charge	12132-1	12/12/2023	Tractor Supply	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314107 · Project Supplies	306.58
Credit Card Charge	12132-2	12/12/2023	Tractor Supply	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314107 · Project Supplies	32.83
Bill Pmt -Check	22261	12/12/2023	USAbLe.Life		5531026 · Life Insurance	90.10
Liability Check	EFT	12/12/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	765.00
Bill Pmt -Check	22251	12/12/2023	WACD	MISC:M100 - WFC Meyer Phase 2	5314108 · Construction & Restoration Work	1,151.00
Bill Pmt -Check	21966	12/12/2023	West Thurston Regional Fire Authority	RCO:R080 - Oregon Spotted Frog (OSF) Outreach	5314502 · Site Rental	70.00
Liability Check	22238	12/12/2023	WSCCE - Council 2		3861008 · Union Dues	1,025.43
Credit Card Charge	12149	12/14/2023	8 Arms Community Bakery	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	682.50
Credit Card Charge	5714269	12/14/2023	Buzzsprout	TCD Programs:T030 - District Communications	5374001 · Web Hosting and Maintenance	12.00
Credit Card Charge	12174	12/14/2023	Haggen	WSCC:W150 - Chehalis Lead	5314901 · Meeting & Event	34.04
Bill Pmt -Check	EFT	12/15/2023	Comcast	UNRESTRICTED:A010 - Administrative Expenses	5314204 · Internet Services	187.66
Credit Card Charge	12234	12/18/2023	Amazon	TCD Programs:A039 - Office Move	5945363 · Equipment & Office Furniture	109.49
Credit Card Charge	12235	12/18/2023	Amazon	TCD Programs:A039 - Office Move	5354801 · Office Equipment	263.90
Credit Card Charge	12177	12/18/2023	Home Depot	WSCC:W080 - NRI Cost Share	5314107 · Project Supplies	29.53
Credit Card Charge	12160	12/18/2023	Lincoln Creek Lumber Co.	MISC:M065 - City of Olympia Urban Ag	5314107 · Project Supplies	645.28
Check	EFT	12/18/2023	TPSC Benefits		5531021 · Medical Benefits	747.77
Credit Card Charge	12155	12/19/2023	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	44.87
Credit Card Charge	12173	12/19/2023	Drip Depot	MISC:M065 - City of Olympia Urban Ag	5314107 · Project Supplies	526.37
Credit Card Charge	E0300QBM1W	12/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	49.28
Credit Card Charge	E0300QBHXN	12/19/2023	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	368.21
Check	EFT	12/19/2023	TPSC Benefits		5531021 · Medical Benefits	94.50
Check	EFT	12/19/2023	TPSC Benefits		5531021 · Medical Benefits	605.04
Liability Check	EFT	12/20/2023	Internal Revenue Service		Federal Income Tax & FICA Payable	13,905.50
Liability Check	EFT	12/20/2023	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	1,015.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Liability Check		12/21/2023	QuickBooks Payroll Service		Payroll	43,264.50
Credit Card Charge	12247	12/22/2023	Home Depot	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	210.01
Credit Card Charge	12237	12/22/2023	Mckinney's Appliance Center, Inc.	TCD Programs:A039 - Office Move	5945363 · Equipment & Office Furniture	989.83
Credit Card Charge	12252	12/23/2023	Bark & Garden	TCD Programs:A039 - Office Move	5313101 · Office Supplies	7.65
Credit Card Charge	P1-90494283	12/23/2023	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	174.00
Bill Pmt -Check	22262	12/26/2023	Acorn Naturalist	Various	5314107 · Project Supplies	525.69
Bill Pmt -Check	22263	12/26/2023	Bishop, Stephanie	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314202 · Postage & Shipping	10.30
Bill Pmt -Check	22295	12/26/2023	Bishop, Stephanie	GREEN:G019.108 - NFWF Five Star	5314901 · Meeting & Event	66.03
Bill Pmt -Check	22292	12/26/2023	Briarfinch	MISC:M065 - City of Olympia Urban Ag	5314100 · Professional Services	400.00
Bill Pmt -Check	22264	12/26/2023	Burnt Ridge Nursery	W120 -FY23-24 Sustainable Farms and Field	5314107 · Project Supplies	4,445.69
Bill Pmt -Check	22265	12/26/2023	Deschutes Law Group	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	2,000.00
Bill Pmt -Check	22266	12/26/2023	Donalyn Johanns	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22267	12/26/2023	Doug Rushton	UNRESTRICTED:A010 - Administrative Expenses	Board Travel & Conference & Training	843.85
Bill Pmt -Check	22268	12/26/2023	Ecostudies Institute	MISC:M075 - FY21-28 SLP REPI Pilot & Challenge	5314100 · Professional Services	354.54
Bill Pmt -Check	22269	12/26/2023	Gloria Ferguson	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22270	12/26/2023	James Dyson	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22271	12/26/2023	KR Creative Strategies	TCD Programs:T030 - District Communications	5314100 · Professional Services	5,259.00
Bill Pmt -Check	22293	12/26/2023	Leah Greenland	Various	Restoration Crew Intern Stipend	878.58
Bill Pmt -Check	22272	12/26/2023	Marguerite Abplanalp	Various	5314304 · Mileage	49.13
Bill Pmt -Check	22294	12/26/2023	Matthew Landers	GREEN:TCC:G019.28 Dawkins	5314113 · Teacher Substitute Stipends	100.00
Bill Pmt -Check	22273	12/26/2023	Midwest Labs	TCD Programs:T098 - Soil Health Testing	5314117 · Soil Testing	898.71
Bill Pmt -Check	22274	12/26/2023	Minuteman Press	RCO:R080 - Oregon Spotted Frog (OSF) Outreach	5314203 · Printing Services &	583.39
Bill Pmt -Check	22275	12/26/2023	Native Plant Salvage Foundation	WSCC:W120 -FY23-24 Sustainable Farms and Field	5314100 · Professional Services	5,563.09
Bill Pmt -Check	22276	12/26/2023	North Thurston Public Schools	GREEN:G019.107 McLane Salmon Trail	5314112 · Bus Transportation	507.74
Bill Pmt -Check	22296	12/26/2023	Olympia Eagles	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	400.00
Bill Pmt -Check	22297	12/26/2023	Olympia Eagles	MISC:M065 - City of Olympia Urban Ag	3090508 · Refundable Deposit Paid	500.00
Bill Pmt -Check	22277	12/26/2023	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	490.52
Bill Pmt -Check	22278	12/26/2023	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	5314701 · Electricity	121.57
Bill Pmt -Check	22279	12/26/2023	Salix Solutions	RCO:R070 - Zangle Cove	5314108 · Construction & Restoration Work	676.09
Bill Pmt -Check	22280	12/26/2023	Sarah Moorehead_V	UNRESTRICTED:A010 - Administrative Expenses	5314300 · Staff - Travel	683.33
Bill Pmt -Check	22281	12/26/2023	Shannon Hemminger	RCO:R080 - Oregon Spotted Frog (OSF) Outreach	5314100 · Professional Services	125.00
Bill Pmt -Check	22282	12/26/2023	Snohomish Conservation District	UNRESTRICTED:A010 - Administrative Expenses	5314302 · Staff - Conference & Training	70.00
Bill Pmt -Check	22283	12/26/2023	Taylor Sherrow	Various	Restoration Crew Intern Stipend	100.00
Bill Pmt -Check	22284	12/26/2023	Tilley Court Caves, LLC	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	8,427.00
Bill Pmt -Check	22285	12/26/2023	USABLE.Life		5531026 · Life Insurance	92.16
Bill Pmt -Check	22286	12/26/2023	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	910.26
Bill Pmt -Check	22287	12/26/2023	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	532.16
Bill Pmt -Check	22288	12/26/2023	WA St Dept of Veterans Affairs	Various	5314108 · Construction & Restoration Work	850.00



Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	22289	12/26/2023	WA St University Energy Program	UNRESTRICTED:A010 - Administrative Expenses	5314103 · Computer Services	5,674.00
Bill Pmt -Check	22290	12/26/2023	Whatcom Conservation District	MISC:M065 - City of Olympia Urban Ag	5314100 · Professional Services	583.99
Bill Pmt -Check	22291	12/26/2023	William Townsend	WSSC:W070 - CREP	5314109 · Cost Share	900.00
Credit Card Charge	12233	12/28/2023	Balsley Sign Company	MISC:M065 - City of Olympia Urban Ag	5314400 · Advertising	136.88
Credit Card Charge	12222	12/28/2023	Etsy	GREEN:TCC:G019.28 Dawkins	5314107 · Project Supplies	7.65
Credit Card Charge	12248	12/28/2023	Haggen	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	5.46
Credit Card Charge	12236	12/28/2023	Home Depot	TCD Programs:A039 - Office Move	5313101 · Office Supplies	21.64
Credit Card Charge	12250	12/28/2023	ISP Saferite Solutions	Various	5314107 · Project Supplies	1,029.06
Credit Card Charge	12232	12/28/2023	Minuteman Press	MISC:M065 - City of Olympia Urban Ag	5314203 · Printing Services	390.18
Credit Card Charge	12249	12/28/2023	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	5.46
Credit Card Charge	12251	12/29/2023	Fred Meyer	Various	Soil Testing & Office Supplies	27.75
Credit Card Charge	12259	12/29/2023	Home Depot	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	18.01
Credit Card Charge	12260	12/29/2023	Knot & Rope Security	RCO:R050 - FY 22-27 ASRP Riverbend	5314107 · Project Supplies	62.14
Credit Card Charge	MC14662844	12/31/2023	Mail Chimp	TCD Programs:T030 - District Communications	5314505 · Software Licenses	82.13



## BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b>	Amended MOA REPI 2024		
<b>Lead Staff:</b>	Nora Carman-White	<b>Board Meeting Date:</b>	01/23/24
<b>Goal of Presentation:</b>	<input checked="" type="checkbox"/> <b>Decision</b>	<input type="checkbox"/> <b>Information</b>	<input type="checkbox"/> <b>Feedback</b>
<b>Description/Background:</b>	<i>Please provide a description or background of the project.</i>  This is for the Year 3 disbursement of our Department of Defense REPI Pilot funding. This amendment adjusts the total amount and end date for the funding. This is the same MOA language as previous MOAs for this funding source.  No counterparty signature collection required.		
<b>Pros:</b> Increases funding to TCD and fulfills award with DOD/NACD for this funding.	<b>Cons:</b> None		
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>  No costs, just income.			
<b>Recommended Action:</b>	<i>What decision do you recommend the board make?</i>  Approve		
<b>Legal Review:</b>	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<input checked="" type="checkbox"/> <b>Not Required</b>
<b>Supporting Documents:</b> <i>Please list below <b>and</b> attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>  WA-Thurston Amended MOA REPI 2024			



**Amendment to  
Memorandum of Agreement  
Between**

**The National Association of Conservation Districts (NACD) and the Thurston Conservation District**

The purposes of this Amendment 01 are to:

1. Increase the funded value by \$319,000 as follows:

Year 1 REPI DOD Grant \$ 260,000

Year 2 REPI DOD Grant: \$ 319,000

Grant Total: \$ 579,000

2. Extend the period of performance to March 28, 2024.
3. Incorporate the proposed Year 2 goals and program outcomes from the Exhibit 1

NOW, THEREFORE, in accordance with the **MODIFICATIONS** described above, the MOA and proposal are revised and incorporated in full as follows.

**Amendment to  
Memorandum of Agreement**

**Between**

**The National Association of Conservation Districts (NACD) and Thurston Conservation District**

The purpose of this Amendment 02 is to:

1. Increase the funded value by \$391,000 as follows:

Year 1 REPI DOD Grant	\$ 260,000
Year 2 REPI DOD Grant:	\$ 319,000
<u>Year 2 REPI DOD Grant:</u>	<u>\$ 391,000</u>
Grant Total:	\$ 970,000

2. Increase the scope of deliverables as follows:

- a. **Landowner Outreach and Communication**

- i. Activity 1: Landowner engagement; Recipient: Thurston Conservation District;  
Cost: \$261,000
    - ii. Role: Hire, support, and manage a 1.0 FTE Landowner Engagement and Technical Assistance Position and support web content and workshop development to achieve SLP goals.
    - iii. Deliverable outcomes:
      1. Focused outreach to underserved communities
      2. Provide support for translation of outreach materials and for events (e.g. Spanish)
      3. Provide support for member-led leadership roles in the Grazing Association
      4. Support web content development and graphic design
      5. Facilitate workshop development for 3 workshops that integrate climate resilience, agricultural BMPs, habitat recovery, and sensitive species recovery
      6. Host inter-agency trainings for technical service providers on the latest incentive programs and tools developed for private land conservation.
      7. Provide support around other JBLM Sentinel Landscape Implementation objectives

- iv. Activity 2: Improve prairie habitat on grazing lands; Recipient: Washington State University; Cost: \$130,000
- v. Role: Support a 0.25 FTE scientist, a 0.15 technician, and supplies to support a practical interpretation and demonstration site for local farmers to achieve SLP goals.
- vi. Deliverable outcomes:
  - 1. Provide support for member-led leadership roles in the Grazing Association.
  - 2. Support development of a habitat-enhanced pasture demonstration site at Violet Prairie property. This site would use only tools available to ranchers and private land managers to transition a brushy neglected pasture into a quality prairie habitat that supports livestock in addition to prairie habitat. The site would be available for workshops, demonstrations, and other instructional events that would support prairie restoration on private lands.

NOW, THEREFORE, in accordance with the **MODIFICATIONS** described above, the MOA and proposal are revised and incorporated in full as follows.

**Amendment to  
Memorandum of Agreement**

**Between**

**The National Association of Conservation Districts (NACD) and Thurston Conservation District**

The purpose of this Amendment 03 is to:

1. Increase the funded value by \$308,000 as follows:

Year 1 REPI DOD Grant	\$ 260,000
-----------------------	------------

Year 2 REPI DOD Grant:	\$ 319,000
------------------------	------------

Year 2 REPI DOD Grant:	\$ 391,000
------------------------	------------

<u>Year 3 REPI DOD Grant:</u>	<u>\$ 308,000</u>
-------------------------------	-------------------

Grant Total:	\$ 1,278,000
--------------	--------------

2. Extend the period of performance to May 31, 2025.

3. Increase the scope of deliverables as follows:

- a. Ongoing community and Tribal outreach and communications
- b. Technical education (via site visits, training and workshops)
- c. Conservation planning and implementation (conservation plans that include recommendations for best management practices; implementation of 2 conservation projects, and feasibility report for establishing a JBLM farmers' market)

NOW, THEREFORE, in accordance with the **MODIFICATIONS** described above, the MOA and proposal are revised and incorporated in full as follows.

**Memorandum of Agreement  
Between**

**The National Association of Conservation Districts (NACD) and the Thurston Conservation District.**

**SUMMARY**

This agreement (referred to as the “Agreement” or “MOA”) is entered into by the National Association of Conservation Districts (referred to as “NACD”), located at 509 Capitol Court NE, Washington, DC 20002 and the: **Thurston Conservation District** (referred to as “Grantee”).)

Grantee Address:

**2918 Ferguson St. SW, Ste A  
Turnwater, WA 98512**

Grantee Contact Person **Sarah Moorehead**

Email Address: **SMoorehead@thurstoncd.com**

Phone Numbers: **(360) 754-3588**

NACD shall provide the Grantee with a grant in the amounts of:

REPI DOD Grant:	<b>\$ 1,278,000.00</b>
-----------------	------------------------

Grant Total:	<b>\$ 1,278,000.00</b>
--------------	------------------------

These REPI DOD Grant Funds are made available by an Agreement between NACD and the Department of Defense (DoD). The requirements and accomplishments as specified in Thurston REPI application are also made a part of this Agreement as Exhibit I.

It is the intent of this Agreement and this project to support conservation capacity at the local level focused in DoD’s Sentinel Landscapes and around other key installations and ranges, while providing the maximum flexibility for the Grantee to carry out their responsibilities for these funds.

**STATEMENT OF WORK**

The Grantee shall undertake the work and activities **set forth as year 1 and 2** in Exhibit I, made a part hereof, and incorporated by reference as if fully written herein.

The Grantee expressly acknowledges that this Agreement shall not be construed or interpreted as a contract of agency or employment. The Grantee shall furnish its own support staff necessary for the satisfactory performance of this Agreement.

NACD may, from time to time as it deems appropriate, communicate specific instructions and requests to the Grantee concerning the performance of the work described in this Agreement. Upon such notice and within a reasonable period of time, the Grantee shall respond to such requests. It is expressly

understood by the parties that these instructions and requests are for the sole purpose of performing the specific tasks requested to ensure satisfactory completion of the work described in this Agreement, and are not intended to amend or alter this Agreement or any part thereof.

Any or all materials created under this Agreement may be utilized by NACD and/or DoD to promote outreach, educational and knowledge transfer nationally.

## **REPORTING**

For the duration of the project, NACD will require quarterly reports as of the end of quarters dated March 31, June 30, September 30, and December 31. These reports are due April 20, July 20, October 20, and January 20 using the online Quarterly Report Form at:

[https://nacd.formstack.com/forms/rep\\_i\\_quarterly\\_report](https://nacd.formstack.com/forms/rep_i_quarterly_report)

Quarterly reports must address progress on carrying out work outlined in Exhibit I. Reports must identify expenditures and metrics to the ending date of the Grantee's quarterly reports. When expenditures and or metrics are not available as of the report deadline a report is still required and should include a statement in the narrative section explaining the reason such information is not provided.

A final report must also be submitted. The report should include anything not previously included in a quarterly report. The final report must also include a short narrative (up to 200 words) about the Grantee's grant experience and a photo that might be used in NACD publications about the grants. The final report must be provided within 30 days of the completion of the grant.

For any changes to the approved grant funds budgets, including an increase or decrease in the total budget, please request and secure written approval from your NACD Region Representative. Contact information can be found on the NACD website, link below.

<https://www.nacdnet.org/nacd-staff/>

NACD will respond to reports when and if there is either a request for guidance or a question of compliance with this Agreement. The Grantee shall consult with the personnel of NACD and other appropriate persons as necessary to assure understanding of the work and satisfactory completion thereof.

NACD agrees to cooperate with and provide assistance to the Grantee; which includes, designating a person or persons to whom the Grantee will contact and who will regularly review, discuss, and meet with (as possible and necessary) the Grantee regarding the services provided, the time for performance of the services and to assist in arranging meetings, conferences and other arrangements with NACD personnel to facilitate performance under this Agreement, and to ensure that all information and issues required for review by NACD are made available to the Grantee. For this agreement the contact person will be Ariel Rivers, NACD Pacific Regional Representative.

The Grantee shall consult with the personnel of NACD and other appropriate persons as necessary to assure understanding of the work and satisfactory completion thereof.



## **TERM OF AGREEMENT**

This Agreement shall be in effect and binding for both parties until **March 28, 2024** to carry out the work described in Exhibit 1 to the satisfaction of NACD, or until otherwise terminated. This Agreement may be extended for an additional period for reasons agreed upon by both parties including should additional funds become available.

This Agreement shall not obligate any participating parties to endorse, support, or otherwise influence any policy, legislation, or program activities.

## **TERMINATION**

**Either party to this agreement may terminate this agreement with a 60-day notice. In such a case any unused funds will be returned.** This Agreement may also be terminated by NACD for noncompliance with its provisions.

## **RECORD KEEPING REQUIREMENTS**

The Grantee shall keep all financial records in a manner consistent with generally accepted accounting procedures.

All disbursements made for this Agreement shall be only for obligations incurred in the performance of this Agreement and shall be supported by documentation and data, as appropriate to support such disbursements. All disbursements for this Agreement shall be for obligations incurred only after the effective date of this Agreement, unless specific authorization for prior disbursements has been given in writing by NACD.

## **PAYMENT TERMS AND CONDITIONS**

Upon receipt of a signed copy of this Agreement, an initial check for twenty-five percent (three-month estimate of expenses for a one-year Agreement) of the Agreement amount will be issued to the Grantee. Assuming performance of the work continues on schedule, additional funds will be disbursed on a quarterly advanced basis until the grantee has received their entire grant.

## **CONFLICTS OF INTEREST**

The Grantee expressly acknowledges that no officer or employee of NACD has been employed, retained, induced or directed by the Grantee to solicit or secure this Agreement with NACD upon an agreement, offer, understanding or implication involving the payment of any form of remuneration, whatsoever. The Grantee agrees that, in the event NACD has substantial reason to believe that this provision has been violated, NACD may, at its sole option, consider this Agreement void; and in doing so, NACD is released from any and all obligations under this Agreement.

## **INDEMNIFICATION**

Except where prohibited by law, the Grantee, at its own expense, shall defend and hold NACD, its officers and employees, harmless from all claims, expenses, damages and judgments, including attorney's fees, in the event of a suit or claim arising out of the grantee's performance in executing the services as stated in Exhibit I, including but not limited to, claims of infringement of a U.S. patent, trademark or copyright, or misuse or misappropriation of a trade secret. Similarly, NACD shall provide the Grantee with reasonable notice of such suit or claim and provide information required for the defense of same.

**WARRANTY AND DISCLAIMER OF WARRANTY**

The Grantee warrants that the work and activities as set forth in this Agreement shall be performed by trained and qualified personnel, and in a professional manner.

**COMPLIANCE WITH LAW**

The Grantee agrees to comply with all applicable federal, state, and local laws in the conduct of the work hereunder. The Grantee accepts full responsibility for payment of all taxes including without limitation, unemployment compensation insurance premiums, all income tax deductions, social security deductions, and all other taxes or payroll deductions required for all employees engaged by the Grantee in the performance of the work authorized by this Agreement.

**CHANGES OR MODIFICATIONS**

This Agreement constitutes the entire Agreement between the parties and supersedes all prior negotiations, commitments, representations and understanding of the parties with respect to the services contemplated under Exhibit I of this Agreement. Any change, deletion, addition or modification of any portion of this Agreement shall not be valid or binding upon either party, unless such change, addition, deletion or modification is agreed to in writing and signed by both parties under this Agreement. See also budget change requests above under REPORTING.

**ASSIGNMENT**

Neither this Agreement nor any rights, duties, or obligations described herein shall be assigned by either party hereto without the prior express written consent of the other party, provided, however, that NACD may assign this Agreement to a related entity without such written consent.

**CONSTRUCTION**

This Agreement shall be construed and interpreted and the rights of the parties determined in accordance with the laws of the District of Columbia.

**FORCE MAJEURE**

Neither party shall be responsible for failure to perform under this Agreement due to causes beyond the parties' control, including but not limited to, fires, pandemics, civil disobedience, riots, embargoes, explosions, rebellions, strikes, work stoppages, acts of God or acts of any governmental authority or any other similar occurrence. The Grantee will notify and consult with NACD regarding the event and how to minimize its impact, and make reasonable efforts to address the problem and carry out the obligations of this Agreement.

**BINDING EFFECT**

This Agreement shall ensure to the benefit and be binding upon the legal representatives of the parties hereto, subject to the grant of consent for assignment as provided in this Agreement.

**SEVERABILITY**

If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the remaining provisions of this Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the last signature date set forth below.

---

Chair or designated representative of the Grantee

---

(Please print name of signer)

Name of Grantee: **Thurston Conservation District**

---

, 2024  
(Month) (Day)



---

Jeremy Peters, CEO  
National Association of Conservation Districts

May 11, 2023

# Item

# 6



# Nonpoint Activity Update

## Southwest Region – January 2024

### Program Updates

#### Ecology rulemaking: Adopting changes to chapter 173-201A WAC

The Washington State Department of Ecology revised chapter 173-201A WAC, Water Quality Standards for Surface Waters of the State of Washington. This is the first time Washington has assigned the highest level of protection to a waterbody under the Tier III Antidegradation section in our water quality standards! We are designating four waterbodies as Tier III(A) or Tier III(B) outstanding resource waters (ORWs). Outstanding resource waters are identified as having exceptional water quality, ecological and recreational values, or unique attributes that distinguish them among state waterbodies and warrant special protection.

Three waterbodies are being designated as Tier III(A) ORWs:

- Portions of the Napeequa River and tributaries (Chelan County)
- Upper watershed of the Green River and tributaries (Skamania County)
- Upper watershed of the Cascade River and tributaries (Skagit County)

One waterbody is being designated as a Tier III(B) ORW:

- Soap Lake (Grant County)

Visit the [ORW website](#) for more information on what this status means for water quality protection!

#### National Rivers and Streams Assessment 2018-2019 Results

The U.S. Environmental Protection Agency released the National Rivers and Streams Assessment (NRSA), presenting the results of the 2018-2019 survey of perennial rivers and streams in the 48 contiguous United States. This survey provides information on the extent of stream miles that support healthy biological condition and recreation.

The first survey took place in 2008-2009, with the second in 2013-2014. The 2018-2019 report indicates that:

1. Nutrients (phosphorus and nitrogen) were the most widespread stressors.
2. Reducing nutrient pollution could improve biological condition.
3. Healthy habitat occurred in over half of our river and stream miles.
4. Less than one-third of our river and stream miles (28%) had healthy biological communities, based on an analysis of benthic macroinvertebrate communities.
5. Just over one-third (35%) of river and stream miles had healthy fish communities.
6. Bacteria exceeded EPA's recreational benchmark in 20% of river and stream miles.
7. Algal toxins were present, but at very low levels, with minimal recreational human health concerns.
8. Contaminants were present in all fish tissue, but risk varied by contaminant and fish consumption levels.

The results of this report highlight the importance of the work done by resource practitioners like you to improve and protect water quality! To view the full report please visit <https://riverstreamassessment.epa.gov/webreport/>.

## Recent Environmental Report Tracking System (ERTS) – Nonpoint Complaints

Ecology’s Southwest Regional Office receives over 2,500 complaints each year. Typically, about 25% of these complaints are related to water quality. Our Nonpoint staff work on a wide variety of different concerns that may cause water pollution. This table lists the number of new complaints received for the month as well as the ongoing complaints Nonpoint staff are actively addressing.

County	New ERTS	Ongoing ERTS
Clallam	0	0
Clark	1	3
Cowlitz	1	1
Grays Harbor	0	2
Jefferson	0	0
King (WRIA 10)	0	3
Lewis	2	7
Mason	2	3
Pacific	0	1
Pierce	0	0
Skamania	0	0
Thurston	0	0
Wahkiakum	0	1

## Southwest Region Ecology Nonpoint Water Quality Staff

### Southwest Region Office (SWRO)

300 Desmond Drive SE, Lacey, WA 98503

### Vancouver Field Office (VFO)

12121 NE 99<sup>th</sup> St., Suite 2100, Vancouver, WA 98682

### Coastal Watersheds

**Jason Pietroski**- Waters draining to the Columbia & coast (VFO)

[jason.pietroski@ecy.wa.gov](mailto:jason.pietroski@ecy.wa.gov)

(360) 819-6558 Mobile

**Travis Casey**- Waters draining to the Chehalis (SWRO)

[Travis.casey@ecy.wa.gov](mailto:Travis.casey@ecy.wa.gov)

(360) 584-5983 Mobile

### Puget Sound Watersheds

**Molly Paige**- Shellfish growing areas (SWRO)

[molly.paige@ecy.wa.gov](mailto:molly.paige@ecy.wa.gov)

(360) 480-6099 Mobile

**VACANT**- SWRO

**Emily Davis**- Puyallup-White, Nisqually, Deschutes (SWRO)

[emily.davis@ecy.wa.gov](mailto:emily.davis@ecy.wa.gov)

(564) 669-1875 Mobile

**VACANT**- SWRO

### To Report Environmental Concerns:

**Online:** [Statewide Report Form](#)

**Email:** [swroerts@ecy.wa.gov](mailto:swroerts@ecy.wa.gov)

**Phone:** 360-407-6300



# WACD & NACD Update for Thurston Conservation District Work Session/Board Meeting January 23, 2024

---

## **NACD – National Association of Conservation Districts**

### **FORESTRY FUNDING OPPORTUNITIES**

**U.S. Endowment Impact Investment Program** - The U.S. Endowment for Forestry and Communities has announced an RFP for their new Impact Investing Program. The program seeks to deploy up to \$5 million in 2024 through impact investments in companies, funds, or projects advancing systemic, transformative, and sustainable benefits for the health and vitality of working forests and forest-reliant communities. Deadline: February 13, 2024 by 5 p.m. PT/8 p.m. ET. Email completed RFP submission form plus financial projections to [usenowmentRFP@gordianknotstrategies.com](mailto:usenowmentRFP@gordianknotstrategies.com) RFP is [here](#).

**2024 National Urban & Community Forestry Challenge Cost Share Grant Program** - The Forest Service released a notice of funding opportunity under the [Urban and Community Forestry Program \(U&CF\)](#). This is the only program dedicated to the urban forest program in the federal government. The program partners with State and local forestry agencies, non-profit and tribal organizations, and institutions of higher education to restore, sustain, and manage more than 140 million acres of urban and community forest lands for the benefit of communities across the United States.

The Forest Service is seeking proposals to address the [National Ten Year Urban and Community Forestry Action Plan \(2016-2026\)](#) Goals 4 and 5. Goal 4 is to increase the biodiversity, health, and resilience of trees in urban and community forests. Goal 5 is to support the use of more locally grown, regionally adapted, insect and pest-resistant, and diverse native or sire-appropriate species.

Proposals are to be received by 5:00 p.m. ET on February 29, 2024. The Action Plan can be accessed [here](#). The full notice of funding opportunity and application can be found [here](#).

### **WASHINGTON, DC UPDATE**

Congress returned to session the week of January 8 and will focus on federal spending bills, foreign aid, the Federal Aviation Administration (FAA) reauthorization, and the farm bill. Congress must reach an agreement to fund the government or pass an extension by January 19 to keep the U.S. Department of Agriculture and other agencies from shutting down.

House and Senate leaders have already extended the 2018 Farm Bill until the end of 2024 but must now introduce and negotiate bills in an increasingly tight election year.

NACD's highest farm bill priority is to keep the \$18 billion the IRA provided for NRCS conservation programs (like EQIP and CSP) in those programs. NACD has also asked Congress to integrate this funding in the conservation title of the 2023 Farm Bill providing potential permanent increase in baseline funding for conservation programs.

## **WACD – Washington Association of Conservation Districts**

### **WACD Legislative Day**

WACD Staff are geared up to provide support to Conservation District legislative efforts. WACD "Leg" Day will be January 25<sup>th</sup>. WACD will be hosting a legislative breakfast and briefing on the morning of the 25th, from 7 - 8:30 AM at the Holiday Inn Express. Staff are also preparing legislative materials for districts for potential use on Leg Day and for other interactions with legislators/staff.

# WACD & NACD Update for Thurston Conservation District Work Session/Board Meeting January 23, 2024

---

## WACD Websites Have Changed

Without me providing details, WACD has revamped its websites. The main site is <https://wadistricts.org>. The Hub is now available at <https://wadistricts.us>. The Plant Materials Center website is <https://wacdpmc.org/>. Our main site and the Hub have both moved to new hosting services.

## Grant Opportunities Newsletter

Heather Wendt has developed a Conservation District grant funding newsletter. Sign up [here](#).

## UPCOMING WACD and NACD MEETINGS

January 25, 2024.....WACD Legislative Day, Olympia  
February 10-14, 2024 .....NACD 2024 Annual Meeting in San Diego  
February 19, 2024 .....WACD Board Meeting/Work Session  
March 18, 2024.....WACD Board Meeting/Work Session  
March 20, 2024 (tentative).....[NACD 2024 Spring Fly-in](#)  
[April 28-May 5, 2024.....NACD's 68th Stewardship Week](#)  
August 10-14, 2024 .....[NACD 2024 Summer Meeting in Boston](#)

Submitted by [Doug Rushton](#), Thurston CD.

Information current as of 1/7/24.



# Item

# 8



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

February 27, 2024, 5:00 pm - 7:20 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: Forest Health Grant/Welcome New Forester, *Stephanie Bishop*
3. Rates and Charges, *Sarah Moorehead*
4. Conservation and Education Center (CEC) Development, *All*
5. New Office Update, *Sarah Moorehead*
6. Important Updates & Announcements
  - a. Board of Supervisors, *All*
  - b. Executive Director, *Sarah Moorehead (Executive Director)*

---

## Board Meeting

6:30 pm – 7:20 pm

- |   |                      |
|---|----------------------|
| 1. Welcome, Introductions, Audio Recording Announcement   | 6:30 PM<br>5 minutes |
| 2. Agenda Review  | 6:35 PM<br>5 minutes |
| 3. Consent Agenda – <i>Action Item</i>                    | 6:40 PM              |
| A. January 23, 2024, Board Work Session & Meeting Minutes | 5 minutes            |
| B. February 2024 Financial Report                         |                      |
| 4. Public Comment   | 6:45 PM              |
| *Three minutes per person                                 | 10 minutes           |

**5. Partner Reports (if present)****6:55 PM**

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

*15 minutes***6. Governance, All – Action Item****7:10 PM**

- A. March 27, 2024 Work Session Topic List & Meeting Agenda Development

*10 minutes***Adjourn****7:20 PM****Informational Only Items:**

- I. *Executive Director's Report*
- 

**Important Future Dates****March 2024**

TCD Annual Native Plant Festival & Plant Sale	March 2
WACD Board Meeting 6:00- 8:30 p.m. (Zoom)	March 18
Board of Supervisor Election Day	March 19
NACD Fly – in. Washington DC	March 20
WSCC Commission Meeting	March 20-21
31 <sup>st</sup> Annual Student Green Congress	March 21
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	March 26

**April 2024**

WACD Board Meeting 6:00 – 8:30 p.m.	April 15
TCD Board Work Session & Meeting 5:00 - 7:30 p.m In-person and Virtual (Zoom)	April 23

**May 2024**

WACD Board Meeting 6:00 - 8:30 p.m. (Zoom)	May 20
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	May 28

# Thurston Conservation District

## 2024 Board of Supervisor Election Update Memo



**To:** TCD Board of Supervisors  
**From:** Susan Shelton, TCD Election Supervisor  
**Cc:** S. Moorehead, Kirsten Hill, S. Barashkoff, N. Carman-White  
**Date:** January 12, 2024  
**Subject:** 2024 Board of Supervisor Election Update

Per your request, I am happy to provide a brief update on the 2024 Board of Supervisor Election process.

### Election Candidates

As of the date of this memo, one qualified candidate has submitted his required candidate filing documents – Dr. Muhammad Ayub. Interested candidates must submit their candidate filing documents to me by January 22, 2024.

### Appointed Candidates

Individuals interested in applying for the open appointed seat must file their appointed supervisor application with the Washington State Conservation Commission (WSCC) by March 31. More information about the appointed seat process can be found on the Commission's website here: [Elections & Appointments \(wa.gov\)](https://www.wa.gov/elections). TCD plans to publish announcements for the open appointed Board of Supervisor seat after the election candidate filing deadline.

### Polling Officers

One of the Polling Officers from last year has agreed to work as a Polling Officer for the 2024 Election. It will be great to have an experienced Polling Officer on the team. The District continues to search for the 2<sup>nd</sup> Polling Officer. Polling Officer training is scheduled for February 2, 2024.

### Election Outreach

The District has created a dedicated page on its website for the 2024 Election: [Board of Supervisors Election – Thurston Conservation District \(thurstoncd.com\)](https://thurstoncd.com/board-of-supervisors-election).

March is the WSCC's Conservation Month. The Commission's Conservation Month marketing campaign will run from late January through March 2024. TCD has some marketing materials that will be distributed during the election. Please let me know if you'd like a Conservation Month yard sign.

### Election Support

The Thurston County Auditor's Elections Office is currently reviewing TCD's draft *Elections Support* contract. We expect the agreement to be fully executed next week. With this agreement, the Elections Office will 1) provide training to TCD's polling officers on ballot security and handling; 2) provide up-to-date poll books of registered voters residing in the TCD boundaries; and 3) conduct signature verification on returned ballots.

### Important Dates Reminder

Thurston County residents who reside within the District boundaries can begin requesting ballots on February 5. Completed ballots must be returned or postmarked by Election Day, which is March 19.

# Item

# 9



# THURSTON CONSERVATION DISTRICT

## Resolution #2024-01: Cost of Living Adjustment

### A RESOLUTION OF THE THURSTON CONSERVATION DISTRICT PROVIDING FOR A COST OF LIVING ADJUSTMENT (COLA)

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

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

WHEREAS, the approved 2024 TCD Budget included a 3.5% COLA increase for all staff positions.

THEREFORE, BE IT RESOLVED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, AS FOLLOWS:

**Effective January 1, 2024, all staffing position salaries will be adjusted by 3.5%, in accordance with the 2022-24 Collective Bargaining Agreement, TCD Policy 3.1.7 and passage of this resolution.**

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT ON JANUARY 23, 2024.

---

TJ Johnson, Board Chair

---

Betsie DeWreede, Board Member

---

Helen Wheatley, Vice Chair

---

Doug Rushton, Board Member

---

David Iyall, Board Auditor

ATTEST:

---

Sarah Moorehead, Executive Director

# Informational Items



## **Executive Director's Report**

Sarah Moorehead – Executive Director

**January 23, 2024**

---

### **Priority Initiative Updates**

#### **Communications Campaign**

TCD staff will be working to develop a communications campaign to support the strategic delivery of important messages to a variety of stakeholders and the public. This work will build on the values and messaging work that TCD did at the end of 2023. This plan will include specific messages, content, and methods to support rates and charges, Conservation and Education Center development, and community engagement. This campaign will include tailored messaging for specific audiences, along with customized graphics and a timeline for implementation.

#### **City of Olympia AgriPark Update**

The City of Olympia is working to wrap up their AgriPark feasibility study. There is interest in partnership with TCD in some capacity that could include involvement in TCD's Conservation and Education Center development, supporting conservation recreation and outdoor education, and support of a farm incubator. TCD remains a partner at the table as the conversation continues.

#### **Conservation and Education Center Discussion on Timeline & Next Steps**

TCD staff are working to outline a draft multi-year phased approach to pursue Conservation and Education Center development to be presented for discussion in February. This is intended to be a discussion tool for the board and staff and living guide as we continue on our Conservation and Education Center project.

At a high level, the outline will include:

- Financing strategies and suggested timelines
- Site selection and procurement
- Site development plans, including architectural design and construction
- Partnership opportunities
- Public engagement and communication

#### **2024 Legislative Session**

WACD Legislative Day: January 25<sup>th</sup>

- Legislative breakfast (7:00am – 8:30am)  
*4460 3rd Ave Se, Lacey, WA 98503 United States*
- Legislative appointments (9:00am – 5:00pm)\*



\*A legislative appointment schedule will be shared via email once available.

Check out WACD's Bill Tracker, including all legislation that may impact CDs and the position of the association, here: <https://wacd-bill-tracker-2024.glide.page/dl/d0a5f441YnN5dnMydHk4ZzhrNDQ4a2s0YzQwa2NzY3c0NDRjIiwiNDA4IiwiZDA4ZWYxMTRhN2I0IixmYWxzZV0>

Sign up for WACD's weekly Legislative Newsletter to stay up to date on developments and important dates through legislative session:

[https://wadistricts.us/?mailpoet\\_router&endpoint=track&action=click&data=WyI1NyIsIm41YnN5dnMydHk4ZzhrNDQ4a2s0YzQwa2NzY3c0NDRjIiwiNDA4IiwiZDA4ZWYxMTRhN2I0IixmYWxzZV0](https://wadistricts.us/?mailpoet_router&endpoint=track&action=click&data=WyI1NyIsIm41YnN5dnMydHk4ZzhrNDQ4a2s0YzQwa2NzY3c0NDRjIiwiNDA4IiwiZDA4ZWYxMTRhN2I0IixmYWxzZV0)

## **District Operations**

### **December 12, 2023 Board Meeting Action Items**

- No Action Items to report on.

### **Rates and Charges Renewal Timeline**

To renew our system of rates and charges, TCD must consider both the rate and the duration of collection.

TCD's current rates and charges:

- \$5.00 per parcel (except forestry parcels which are capped at \$2.99)
- \$0.10 per acre (except forestry parcels which are capped at \$)
- 5-year term

Rate amounts are capped by county population size in statute. TCD rates are currently set to the maximum collection amount for our county's population. Existing rates were calculated by the TCD Board in consultation with the financial consultants FCS Group. Historically, TCD operated with a 10-year special assessment term (a similar mechanism and funding amount to current rates and charges).

<b>Proposed TCD Rates &amp; Charges Timeline</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>
Review and discuss rates, duration for hearing							
Hold R&C public hearing							
Adopt R&C and Appeals Resolutions							
Submit adopted resolution package to TC*							

\*Completed Rates and Charges proposal must be submitted to Thurston County by August 1<sup>st</sup>, 2024.

RCW 89.08.405: <https://app.leg.wa.gov/RCW/default.aspx?cite=89.08.405>

Following submission of a rates and charges proposal to Thurston County, they will follow a similar process to TCD, by holding a public hearing before considering action on TCD's rates and charges proposal. Counties may pass as submitted or modify the proposal. Counties must take action by December 15<sup>th</sup>, 2024 to be integrated into the Thurston County Assessor's tax roll (not a statutory requirement, but an Assessor's Office requirement).

Additional discussion points:

- Public outreach plan
- County Commissioner outreach plan
- Stakeholder engagement and advocacy
- Data, messaging and materials

### **Annual and Strategic Plan Updates**

2024 Annual Plan - Staff recommend a review of the 2023 strategic plan in preparation for discussion at the January Board Work Session, in preparation for 2024 strategic plan development. After board discussion, staff will prepare a draft 2024 Annual Plan for review at the February Board Work Session.

2023 Annual Plan:

Strategic Plan – As directed by the Board, staff will work on a draft update to the existing strategic plan to extend the plan through the end of 2025. In addition, as discussed previously, staff will also review for any adaptive management to sections of the plan that may need additional revision. In conjunction with this plan update, staff will aggregate a Strategic Plan progress report to inform our progress on our existing metrics. Staff recommend the presentation of this information to the Board for review and discussion by June 2024.

### **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.