



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

August 27, 2025, 5:00 pm - 7:25 pm

## Zoom Meeting Link:

<https://zoom.us/j/91658577844?pwd=cDgvaC9jcWRBU0luUFFHc1lr3hLQT09>

**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. Soils Program Update: *Kenna Fosnacht*
3. Future Board Supervisor Meeting Dates, *All*
4. Strategic Planning, *Executive Director Moorehead*
5. Long-Term Funding Committee, *TJ Johnson, Executive Director Moorehead344344*
6. WACD Southwest Area Meeting Resolutions, *All*
7. Conservation and Education Center (CEC) Development, *All*
8. Important Updates & Announcements
  - a. Board of Supervisors, *All*
  - b. Executive Director, *Sarah Moorehead (Executive Director)*

---

## Board Meeting

6:30 pm – 7:25 pm

- |   |                      |
|---|----------------------|
| 1. Welcome, Introductions, Audio Recording Announcement                                 | 6:30 PM<br>5 minutes |
| 2. Agenda Review  | 6:35 PM<br>5 minutes |
| 3. Consent Agenda – Action Item   | 6:40 PM<br>5 minutes |
| A. July 23, 2025, Board Work Session & Meeting Minutes                                  |                      |
| B. August Financial Report  |                      |
| C. WSCC FY2025-27 Shellfish Cost Share Funding Agreement                                |                      |
| D. WSCC FY2025-27 Irrigation Efficiencies Funding Agreement                             |                      |
| E. WSCC FY2025-27 Chehalis Funding Agreement  |                      |
| F. Ecology FY2025-29 Oregon Spotted Frog Black River Basin Engagement Funding Agreement |                      |

- G. Ecology FY2025-27 Chehalis River Tributaries Data Collection Project Funding Agreement
- H. RCO FY2025-31 South Sound Shore Friendly Program Applicant Authorization Form

- |   |                    |
|---|--------------------|
| <b>4. Public Comment</b>  | <b>6:45 PM</b>     |
| Three minutes per person  | <i>10 minutes</i>  |
| <b>5. Partner Reports (if present)</b>  | <b>6:55 PM</b>     |
| A. Natural Resources Conservation Service, (NRCS) <i>DaShell Burnham</i>        | <i>15 minutes</i>  |
| B. Washington State Conservation Commission (WSCC), <i>Josh Giuntoli</i>        |                    |
| C. Washington Association of Conservation Districts (WACD), <i>Doug Rushton</i> |                    |
| D. National Association of Conservation Districts (NACD), <i>Doug Rushton</i>   |                    |
| <b>6. Governance, All - Action Item</b>   | <b>7:10 PM</b>     |
| A. September 24, 2025 Work Session Topic List & Meeting Agenda Development      | <i>15 minutes</i>  |
| <br><b>Adjourn</b>  | <br><b>7:25 PM</b> |

**Informational Only Items:**

- I. Executive Director's Report*
  - II. Ecology Nonpoint Newsletter*
- 

### Important Future Dates

**Aug 2025**

TCD Annual Fall Bulb & Seed Sale	Aug 1-Sept 15
----------------------------------	---------------

**Sept 2025**

Labor Day, TCD Closed	Sept 1
TCD Staff & Board Annual Summer Gathering	Sept 3
Legislative Tour	Sept 4
Legislative Tour	Sept 11
NACD SW & Pacific Region Meeting, Littleton, CO	Sept 6-12
WACD Board Meeting 6:00 - 8:30 p.m. (Zoom)	Sept 15
WSCC Meeting Stevens Co. CD, Coleville	Sept 18
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Sept 24
TCD Strategic Planning Meeting #1 Alternate Date, Conference Room	Sept 28

**October 2025**

TCD Bulb & Seed Sale & Harvest Festival, South Union Grange Hall, Tumwater, WA	Oct 4
WACD Southwest Area Meeting, Wahkiakum CD	Oct 16
Orca Recovery Day	Oct 18
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Oct 28

**Nov 2025**

Veterans Day, TCD Office Closed	Nov 11
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Nov 25
Thanksgiving, TCD Office Closed,	Nov 27
Native American Heritage Day, TCD office Closed	Nov 28

# Item

# 3



## Thurston Conservation District Consent Agenda Decision Sheet August 27, 2025 Board Meeting

---

- A. July 23, 2025 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. August 2025 Financial Report
- a. Proposed action: accept without amendment and approve.
  - b. Action was taken:  
☐ Passed   ☐ Moved for discussion during meeting   ☐ Tabled to a future meeting
- C. WSCC FY2025-27 Shellfish Cost Share Funding Agreement
- a. Proposed action: accept without amendment and approve.
  - b. Action was taken:  
☐ Passed   ☐ Moved for discussion during meeting   ☐ Tabled to a future meeting
- D. WSCC FY2025-27 Irrigation Efficiencies Funding Agreement
- a. Proposed action: accept without amendment and approve.
  - b. Action was taken:  
☐ Passed   ☐ Moved for discussion during meeting   ☐ Tabled to a future meeting
- E. WSCC FY2025-27 Chehalis Funding Agreement
- a. Proposed action: accept without amendment and approve.
  - b. Action was taken:  
☐ Passed   ☐ Moved for discussion during meeting   ☐ Tabled to a future meeting
- F. Ecology FY2025-29 Oregon Spotted Frog Black River Basin Engagement Funding Agreement
- a. Proposed action: accept without amendment and approve.
  - b. Action was taken:  
☐ Passed   ☐ Moved for discussion during meeting   ☐ Tabled to a future meeting
- G. Ecology FY2025-27 Chehalis River Tributaries Data Collection Project Funding Agreement
- a. Proposed action: accept without amendment and approve.
  - b. Action was taken:  
☐ Passed   ☐ Moved for discussion during meeting   ☐ Tabled to a future meeting

H. RCO FY2025-31 South Sound Shore Friendly Program Applicant Authorization Form

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  
August 27, 2025 AND EFFECTIVE IMMEDIATELY

SIGNED:

\_\_\_\_\_  
TJ Johnson, Board Chair

\_\_\_\_\_  
Marianne Tompkins, Board Vice-Chair

\_\_\_\_\_  
David Iyall, Board Auditor

\_\_\_\_\_  
Doug Rushton, Board Member

\_\_\_\_\_  
Jennifer Colvin, Board Member

\_\_\_\_\_  
Attest: Sarah Moorehead, Executive Director

# Thurston Conservation District Board of Supervisors

## Work Session Minutes

July 23, 2025

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 5:00 p.m. – 6:00 p.m.

Actual Meeting Time: 5:00 p.m. – 6:01 p.m.



### Present at Work Session:

TJ Johnson, TCD Board Chair

Marianne Tompkins, TCD Board Vice Chair

David Iyall, TCD Board Supervisor

Jennifer Colvin, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Ben Cushman, TCD Legal Counsel

- 1        **1.** Topic List Review, *All*
- 2        **2.** WSCC Cost Share Resolutions: a. Labor Rate, b. Cost Share Rate, *All*
- 3        **3.** Strategic Planning Process, *Executive Director Moorehead*
- 4        **4.** WA Policy Institute Elections Study, *TJ Johnson (Chair)*
- 5        **5.** Long - Term Funding Committee, *TJ Johnson (Chair) & Executive Director Moorehead*
- 6        **6.** Conservation & Education Center (CEC) Development, *All*
- 7        **7.** 2025 Mid-Year Revised Unrestricted Budget Review, *All*
- 8        **8.** Important Updates & Announcements
- 9                a. Board of Supervisors, *All*
- 10              b. Executive Director, *Executive Director Moorehead*

Respectfully,

---

TJ Johnson, TCD Board Chair

# Thurston Conservation District Board of Supervisors

## Regular Board Meeting Minutes

July 23, 2025

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 6:30 p.m. – 8:10 p.m.

Actual Meeting Time: 6:30 pm – 6:46 p.m.



### Present at Board Meeting:

TJ Johnson, TCD Board Chair

Marianne Tompkins, TCD Board Supervisor

David Iyall, TCD Board Supervisor

Jennifer Colvin, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Ben Cushman, TCD Legal Counsel

Josh Giuntoli, Washington State

Conservation Commission

### Summary of Action Items

- 1       • None.

### Summary of Motions Passed

- 2
- 3       *Supervisor Iyall moved to approve the amended Agenda. Supervisor Tompkins seconded.*
- 4       *Motion passed unanimously, (4-0).*
- 5       *Supervisor Tompkins moved to approve the Consent Agenda. Supervisor Colvin seconded.*
- 6       *Motion passed unanimously, (4-0).*
- 7       *Supervisor Tompkins moved to approve TCD Resolution #2025-03: WSCC Cost Share Rate.*
- 8       *Supervisor Iyall seconded. Motion passed unanimously, (4-0).*
- 9       *Supervisor Iyall moved to approve the TCD Resolution #2025-04: WSCC Cooperator Labor*
- 10       *Rate. Supervisor Tompkins seconded. Motion passed unanimously, (4-0).*
- 11       *Supervisor Tompkins moved to adjourn the June 25, 2025 TCD Board Meeting. Supervisor*
- 12       *Colvin seconded. Motion passed unanimously, (4-0).*

### Full Version of the Minutes

---

#### 13       Welcome & Introductions

14       At 6:30 p.m., TCD Board Chair TJ Johnson called the July 23, 2025 Regular Board Meeting to

15       order. TCD Board, Staff, members of the public, and Legal Counsel were introduced by Board

16       Chair Johnson. For each vote, TCD Board Chair Johnson called out Supervisors by name. He

17       announced that the meeting was being video recorded. TCD Supervisors Johnson, Tompkins,

18       Iyall, Colvin and Executive Director Moorehead attended the meeting in person at the TCD

19       office. Supervisor Rushton was not in attendance and was excused.



20 **Agenda Review**

21 Board Chair Johnson proposed to remove the *Executive Sessions and Reports Outs (items 9, 10,*  
22 *11, and 12)* from the agenda.

23 ***Supervisor Iyall moved to approve the amended Agenda. Supervisor Tompkins seconded.***  
24 ***Motion passed unanimously, (4-0).***

25 **Consent Agenda**

- 26 A. June 22, 2025, Board Work Session & Meeting Minutes  
27 B. July Financial Report  
28 C. WSCC FY2025-26 Implementation Funding Agreement  
29 D. WSCC FY2025-26 CREP Funding Agreement  
30 E. WSCC FY2025-27 Forest Health & Community Wildfire Resiliency Funding Agreement  
31 F. WSCC FY2025-27 Biennium Authorized Signatures Form

32 ***Supervisor Tompkins moved to approve the Consent Agenda. Supervisor Colvin seconded.***  
33 ***Motion passed unanimously, (4-0).***

34 **Public Comment**

35 No public members made comments.

36 **Partner Reports**

- 37 A. National Resources Conservation Service (NRCS) Update, DaShell Burnham  
38 • Ms. Burnham was not present.  
39 B. Washington State Conservation Commission (WSCC) Update, Josh Giuntoli  
40 • Mr. Giuntoli was present and gave an update.  
41 C. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor and  
42 WACD National Director Doug Rushton  
43 • A written update was provided to the board.  
44 D. National Association of Conservation Districts (NACD) Update, TCD Supervisor and NACD  
45 Board Member Rushton  
46 • A written update was provided to the board.

47 **TCD Resolution #2025-03 WSCC Cost Share Rate**

48 ***Supervisor Tompkins moved to approve the TCD Resolution #2025-03: WSCC Cost Share Rate.***  
49 ***Supervisor Iyall seconded. Motion passed unanimously, (4-0).***

50 **TCD Resolution #2025-04: WSCC Cooperator Rate**

51 ***Supervisor Iyall moved to approve the TCD Resolution #2025-04: WSCC Cooperator Labor***  
52 ***Rate. Supervisor Tompkins seconded. Motion passed unanimously, (4-0).***

53 **Governance**

- 54 A. August 27, 2025 Work Session Topic List & Meeting Agenda Development

55 **Work Session**

- 56 • Topic List Review, *All*
- 57 • Staff Presentation: Soils Program Update, *Kenna Fosnacht*
- 58 • Community Partner Presentation: Native Plant Salvage, *Erica Guttman*
- 59 • Future Board Supervisor Meeting Dates. *All*
- 60 • Strategic Planning, *Executive Director Moorehead*
- 61 • Long Term Funding Committee, TJ Johnson & *Executive Director Moorehead*
- 62 • WACD Southwest Area Meeting, *All*
- 63 • Conservation and Education Center (CEC) Development, *All*
- 64 • Important Updates & Announcements
- 65 ○ Board of Supervisors, *All*
- 66 ○ Executive Director, *Sarah Moorehead*

67 **Board Meeting Agenda**

- 68 • Welcome, Introductions, Audio Recording Announcement
- 69 • Agenda Review
- 70 • Consent Agenda
- 71 ○ July 23, 2025 Board Work Session & Meeting Minutes
- 72 ○ August 2025 Financial Report
- 73 • Public Comment
- 74 • Partner Reports (if present)
- 75 ○ National Resources Conservation Service
- 76 ○ Washington State Conservation Commission
- 77 ○ Washington Association of Conservation Districts
- 78 ○ National Association of Conservation Districts
- 79 • Governance, *All*
- 80 ○ September 24, 2025 Work Session Topic List & Meeting Agenda
- 81 Development
- 82 • **Executive Session:** to consider the selection of a site or the acquisition of real
- 83 estate by lease or purchase when public knowledge regarding such consideration
- 84 would cause a likelihood of increased price.

85 ***Supervisor Tompkins moved to adjourn the July 25, 2025 TCD Board Meeting. Supervisor***

86 ***Colvin seconded. Motion passed unanimously, (4-0).***

87 **Adjourn 6:46 pm**

Respectfully,

---

TJ Johnson, TCD Board Chair

## Thurston Conservation District

### August 2025 Financial Notes



At the request of TCD's Board Auditor, the District's Finance and Admin team is currently investigating the possibility of TCD moving to Beneficial State Bank's (BSB) free Online Bill Pay (OBP) in the next few months. This change may require TCD policy updates. With OBP, payments will still require approval from two board members. However, instead of the board members hand signing checks, they will "release" the payment online electronically. Payments to vendors will either arrive by check (with electronic signatures) or by an Automatic Clearing House (ACH) payment directly to the vendor's bank account. This change will reduce expenses in the form of postage and the costs of paper checks and envelopes. It will also reduce the cost of staff and board member time spent organizing the collection of board member signatures. Board members will continue to receive the same payment reports, like the *Check Register Report* for each check run and the *Payment Report* in the monthly Financial Report. Staff is meeting with BSB next week for a demo of their OBP process and system.

#### July and Year-to-Date (YTD) Profit & Loss (P&L)

1. TCD recorded a net loss of \$76,288 for July but a net income of \$159,536 for the year. The positive YTD net income is the residual income from May's large Rates & Charges installment.

#### Previous Year P&L Comparison

2. *Construction and Restoration Work* expenses are down significantly this year compared to last year because in July of 2024 TCD completed work for more than \$1M on the Riverbend project.

#### Restricted Budget vs Actual

3. You'll see that a number of grants expired at the end of the biennium on June 30, 2025, including a majority of the Washington State Conservation Commission (WSCC) grants. TCD is in negotiations for the grants for the next biennium. These grants will be added to the Restricted Budget vs Actual Report as they are approved by the board and the funding agreements are processed.

# Thurston Conservation District

## Profit & Loss

### July 2025

	Jul 25
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	148.09
3451120 · Nutrient Spreader Rentals	96.83
3451130 · Poultry Equipment & Tool Rentals	604.23
3451140 · Plant Sales	135.87
Total 3451100 · Soil/Water Conservation Service	985.02
Total 3400000 · Charges for Goods and Services	985.02
3300000 · Grant Revenues	237,217.37
3600000 · Miscellaneous Revenues	
3699100 · Miscellaneous Other	-1,846.97
3685000 · Special Assessments - Service	2,001.27
3670000 · Nongovernmental Contributions	
3671200 · Private Contributions	1,021.97
Total 3670000 · Nongovernmental Contributions	1,021.97
3610000 · Interest and Other Earnings	294.13
Total 3600000 · Miscellaneous Revenues	1,470.40
Total Income	239,672.79
Gross Profit	239,672.79
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	211,825.46
5314101 · Legal Fees & Services	2,000.00
5314102 · Audit & Accounting	486.67
5314103 · Computer Services	2,730.00
5314100 · Professional Services	26,094.34
5314400 · Advertising	387.65
5314203 · Printing Services	40.00
5314104 · Janitorial Services	1,400.00
5314501 · Office Rent	8,427.00
5314700 · Utilities	383.83
5314503 · Equipment Leases	206.86
5314504 · Vehicle Leases	920.06
5314200 · Communications	1,481.17
5313102 · Photocopier Usage	59.45
5354800 · Repairs & Maintenance	1,865.33
5314505 · Software Licenses	840.69
5313101 · Office Supplies	83.34
5314202 · Postage & Shipping	72.45
5314117 · Soil Testing	202.31
5313401 · Plants for Resale	14,391.50
Project Expenses	10,905.84
5314302 · Staff - Conference & Training	81.00
5314306 · Board - Conference & Training	143.95
5314300 · Staff - Travel	1,959.59
5314108 · Construction & Restoration Work	25,535.29
5314110 · Bank Fees & Interest Charges	2.51
5314600 · Liability Insurance Premiums	3,496.58

Thurston Conservation District  
Profit & Loss  
July 2025

	Jul 25
5945360 · Capital Outlays	
5945367 · Restoration Equipment	-80.00
5945363 · Equipment & Office Furniture	17.54
Total 5945360 · Capital Outlays	-62.46
Total Expense	315,960.41
Net Ordinary Income	-76,287.62
Net Income	-76,287.62

# Thurston Conservation District

## Profit & Loss

### January through July 2025

	Jan - Jul 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	4,187.97
3451120 · Nutrient Spreader Rentals	204.49
3451121 · No-Till Drill Rentals	83.89
3451130 · Poultry Equipment & Tool Rentals	2,032.68
3451140 · Plant Sales	24,800.06
<b>Total 3451100 · Soil/Water Conservation Service</b>	<b>31,309.09</b>
3417000 · Sales of Merchandise	
3417010 · TCD Swag Shop	1,207.40
<b>Total 3417000 · Sales of Merchandise</b>	<b>1,207.40</b>
<b>Total 3400000 · Charges for Goods and Services</b>	<b>32,516.49</b>
3300000 · Grant Revenues	2,599,346.90
3600000 · Miscellaneous Revenues	
3699100 · Miscellaneous Other	92.49
3685000 · Special Assessments - Service	324,428.75
3670000 · Nongovernmental Contributions	
3671200 · Private Contributions	14,644.40
<b>Total 3670000 · Nongovernmental Contributions</b>	<b>14,644.40</b>
3610000 · Interest and Other Earnings	1,682.88
<b>Total 3600000 · Miscellaneous Revenues</b>	<b>340,848.52</b>
<b>Total Income</b>	<b>2,972,711.91</b>
<b>Gross Profit</b>	<b>2,972,711.91</b>
<b>Expense</b>	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	1,492,265.02
5314000 · Intern Stipends	4,295.00
5314101 · Legal Fees & Services	14,000.00
5314102 · Audit & Accounting	3,460.85
5314103 · Computer Services	17,755.47
5314100 · Professional Services	430,806.44
5314400 · Advertising	3,389.43
5314203 · Printing Services	9,538.04
5314104 · Janitorial Services	5,250.00
5314501 · Office Rent	58,989.00
5314700 · Utilities	2,894.95
5314503 · Equipment Leases	2,816.77
5314504 · Vehicle Leases	4,008.30
5314200 · Communications	10,700.85
5313102 · Photocopier Usage	487.74
5354800 · Repairs & Maintenance	5,503.19

# Thurston Conservation District

## Profit & Loss

### January through July 2025

	Jan - Jul 25
5314505 · Software Licenses	18,551.14
5313101 · Office Supplies	2,369.16
5313103 · Promotional Items	3,006.88
5314202 · Postage & Shipping	1,070.57
5314902 · Organizational Dues	1,491.00
5314307 · Licenses and Permits	274.95
5314117 · Soil Testing	3,138.72
5313401 · Plants for Resale	38,230.94
Project Expenses	66,429.73
5314302 · Staff - Conference & Training	15,589.28
5314306 · Board - Conference & Training	711.90
5314300 · Staff - Travel	16,507.06
5314301 · Board Travel	473.82
5314119 · Cultural Resources	17,833.05
5314108 · Construction & Restoration Work	210,201.81
5314109 · Cost Share	293,300.23
5314110 · Bank Fees & Interest Charges	28.37
5314600 · Liability Insurance Premiums	24,673.06
66300 · Sales Tax Adjustments	19.59
66900 · Reconciliation Discrepancies	0.00
5945360 · Capital Outlays	
5945367 · Restoration Equipment	24,785.76
5945363 · Equipment & Office Furniture	1,747.87
5945364 · Computer Hardware	6,579.56
Total 5945360 · Capital Outlays	33,113.19
Total Expense	2,813,175.50
Net Ordinary Income	159,536.41
Net Income	159,536.41

# Thurston Conservation District

## Profit & Loss Prev Year Comparison

### January through July 2025

	Jan - Jul 25	Jan - Jul 24	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	4,187.97	4,306.38	-118.41	-2.8%
3451120 · Nutrient Spreader Rentals	204.49	488.11	-283.62	-58.1%
3451121 · No-Till Drill Rentals	83.89	464.41	-380.52	-81.9%
3451130 · Poultry Equipment & Tool Rentals	2,032.68	1,195.25	837.43	70.1%
3451140 · Plant Sales	24,800.06	20,058.07	4,741.99	23.6%
3451150 · Partner Fee for Service	0.00	43,131.55	-43,131.55	-100.0%
<b>Total 3451100 · Soil/Water Conservation Service</b>	<b>31,309.09</b>	<b>69,643.77</b>	<b>-38,334.68</b>	<b>-55.0%</b>
3417000 · Sales of Merchandise				
3417010 · TCD Swag Shop	1,207.40	0.00	1,207.40	100.0%
3417020 · Event Ticket Income	0.00	8,187.21	-8,187.21	-100.0%
<b>Total 3417000 · Sales of Merchandise</b>	<b>1,207.40</b>	<b>8,187.21</b>	<b>-6,979.81</b>	<b>-85.3%</b>
<b>Total 3400000 · Charges for Goods and Services</b>	<b>32,516.49</b>	<b>77,830.98</b>	<b>-45,314.49</b>	<b>-58.2%</b>
3300000 · Grant Revenues	2,599,346.90	2,226,542.15	372,804.75	16.7%
3600000 · Miscellaneous Revenues				
3691000 · Sale of Surplus	0.00	12.00	-12.00	-100.0%
3699100 · Miscellaneous Other	92.49	210.40	-117.91	-56.0%
3685000 · Special Assessments - Service	324,428.75	326,891.22	-2,462.47	-0.8%
3670000 · Nongovernmental Contributions				
3671200 · Private Contributions	14,644.40	706.16	13,938.24	1,973.8%
<b>Total 3670000 · Nongovernmental Contributions</b>	<b>14,644.40</b>	<b>706.16</b>	<b>13,938.24</b>	<b>1,973.8%</b>
3610000 · Interest and Other Earnings	1,682.88	627.15	1,055.73	168.3%
3620000 · Rents and Leases	0.00	0.00	0.00	0.0%
<b>Total 3600000 · Miscellaneous Revenues</b>	<b>340,848.52</b>	<b>328,446.93</b>	<b>12,401.59</b>	<b>3.8%</b>
<b>Total Income</b>	<b>2,972,711.91</b>	<b>2,632,820.06</b>	<b>339,891.85</b>	<b>12.9%</b>
<b>Gross Profit</b>	<b>2,972,711.91</b>	<b>2,632,820.06</b>	<b>339,891.85</b>	<b>12.9%</b>
<b>Expense</b>				
Equipment Allocation	0.00	3,773.00	-3,773.00	-100.0%
Vehicle Allocation	0.00	0.00	0.00	0.0%
Overhead Allocation	0.00	0.00	0.00	0.0%
5531000 · Salaries & Benefits	1,492,265.02	1,275,950.95	216,314.07	17.0%
5314000 · Intern Stipends	4,295.00	1,000.00	3,295.00	329.5%
5314101 · Legal Fees & Services	14,000.00	23,416.26	-9,416.26	-40.2%
5314102 · Audit & Accounting	3,460.85	5,329.16	-1,868.31	-35.1%
5314103 · Computer Services	17,755.47	26,329.05	-8,573.58	-32.6%
5314100 · Professional Services	430,806.44	240,988.60	189,817.84	78.8%
5314400 · Advertising	3,389.43	2,571.84	817.59	31.8%
5314203 · Printing Services	9,538.04	3,566.98	5,971.06	167.4%
5314104 · Janitorial Services	5,250.00	3,915.00	1,335.00	34.1%
5314501 · Office Rent	58,989.00	51,082.00	7,907.00	15.5%
5314700 · Utilities	2,894.95	4,750.91	-1,855.96	-39.1%
5314503 · Equipment Leases	2,816.77	2,962.23	-145.46	-4.9%
5314504 · Vehicle Leases	4,008.30	3,714.65	293.65	7.9%
5314200 · Communications	10,700.85	9,020.23	1,680.62	18.6%
5313102 · Photocopier Usage	487.74	746.63	-258.89	-34.7%
5354800 · Repairs & Maintenance	5,503.19	6,315.50	-812.31	-12.9%



# Thurston Conservation District

## Profit & Loss Prev Year Comparison

### January through July 2025

	Jan - Jul 25	Jan - Jul 24	\$ Change	% Change
5314505 · Software Licenses	18,551.14	21,717.51	-3,166.37	-14.6%
5313101 · Office Supplies	2,369.16	3,841.56	-1,472.40	-38.3%
5313103 · Promotional Items	3,006.88	0.00	3,006.88	100.0%
5314202 · Postage & Shipping	1,070.57	1,264.38	-193.81	-15.3%
5314902 · Organizational Dues	1,491.00	5,038.89	-3,547.89	-70.4%
5314307 · Licenses and Permits	274.95	3,079.38	-2,804.43	-91.1%
5314117 · Soil Testing	3,138.72	3,344.92	-206.20	-6.2%
5313401 · Plants for Resale	38,230.94	20,899.83	17,331.11	82.9%
Project Expenses	66,429.73	41,853.07	24,576.66	58.7%
5314302 · Staff - Conference & Training	15,589.28	8,755.78	6,833.50	78.1%
5314306 · Board - Conference & Training	711.90	1,171.02	-459.12	-39.2%
5314300 · Staff - Travel	16,507.06	11,564.05	4,943.01	42.7%
5314301 · Board Travel	473.82	1,108.09	-634.27	-57.2%
5314119 · Cultural Resources	17,833.05	0.00	17,833.05	100.0%
5314108 · Construction & Restoration Work	210,201.81	1,062,201.31	-851,999.50	-80.2%
5314109 · Cost Share	293,300.23	1,000.00	292,300.23	29,230.0%
5314110 · Bank Fees & Interest Charges	28.37	-51.77	80.14	154.8%
5314600 · Liability Insurance Premiums	24,673.06	19,242.75	5,430.31	28.2%
66300 · Sales Tax Adjustments	19.59	542.87	-523.28	-96.4%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
5945360 · Capital Outlays				
5945368 · Rental Equipment	0.00	14,934.99	-14,934.99	-100.0%
5945367 · Restoration Equipment	24,785.76	3,720.45	21,065.31	566.2%
5945363 · Equipment & Office Furniture	1,747.87	19,249.30	-17,501.43	-90.9%
5945364 · Computer Hardware	6,579.56	3,278.93	3,300.63	100.7%
5945366 · Vehicle Purchases	0.00	5,497.80	-5,497.80	-100.0%
Total 5945360 · Capital Outlays	33,113.19	46,681.47	-13,568.28	-29.1%
Total Expense	2,813,175.50	2,918,688.10	-105,512.60	-3.6%
Net Ordinary Income	159,536.41	-285,868.04	445,404.45	155.8%
Net Income	159,536.41	-285,868.04	445,404.45	155.8%

# Thurston Conservation District

## Balance Sheet

### As of July 31, 2025

	Jul 31, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
3088010 · Checking-103 Beneficial	573,041.44
3081001 · Checking-7444 Timberland	5,126.82
3088020 · Savings Accounts	
3088021 · Saving-116 Beneficial Reserve	4,178.16
3088022 · Saving-129 Beneficial CEC	19,582.42
<b>Total 3088020 · Savings Accounts</b>	23,760.58
3088030 · Counter Cash	200.00
3088040 · PayPal Account	1,359.10
<b>Total Checking/Savings</b>	603,487.94
<b>Accounts Receivable</b>	473,442.31
<b>Other Current Assets</b>	
3090500 Prepaid Accounts	
3090501 · Prepaid Insurance	41,199.62
3090507 · Security Deposit - Tilley Court	8,427.00
<b>Total 3090500 Prepaid Accounts</b>	49,626.62
3091000 · 309.10.00 Inventory Asset	2,666.56
3092000 · 309.20.00 Cash on Hand	11,463.47
<b>Total Other Current Assets</b>	63,756.65
<b>Total Current Assets</b>	1,140,686.90
<b>Fixed Assets</b>	
3090600 · Tenant Improvements	89,000.00
<b>Total Fixed Assets</b>	89,000.00
<b>TOTAL ASSETS</b>	<b>1,229,686.90</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	83,126.70
Credit Cards	24,741.51
<b>Other Current Liabilities</b>	
3861100 · Sales Tax Payable	95.54
3861000 · Payroll Liabilities	195,525.11
<b>Total Other Current Liabilities</b>	195,620.65
<b>Total Current Liabilities</b>	303,488.86
<b>Total Liabilities</b>	303,488.86
<b>Equity</b>	926,198.04
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,229,686.90</b>

# 2025 Unrestricted Budget vs Actual



July 58.33%

	Account Name	2025 Mid-Year Revised Budget	2025 Actual	\$ Over Budget	% of Budget
1	Income	1,176,239	668,094	-508,145	56.80%
2	Retail Sales	68,621	34,293	-34,328	49.97%
3	Food Production and Consumption	2,300	2,033	-267	88.38%
4	Poultry Equipment & Tool Rentals	2,300	2,033	-267	88.38%
5	Soil Conservation and Health	9,920	4,476	-5,444	45.12%
6	Soil Testing	8,600	4,188	-4,412	48.70%
7	Nutrient Spreader Rentals	820	204	-616	24.94%
8	No-Till Drill Rentals	500	84	-416	16.78%
9	Community Outreach and Education	54,307	26,007	-28,300	47.89%
10	Plant Sales	53,000	24,800	-28,200	46.79%
11	TCD Swag Shop - T095	1,307	1,207	-100	92.38%
12	Water Quality & Quantity and Protection & Restoration of Ecosystems	0	0	0	N/A
13	Partner Fee for Service - Restoration Crew	0	0	0	N/A
14	Other Income	2,094	1,777	-317	84.85%
15	Contributions Private	1	1	0	136.00%
16	Interest Income	2,000	1,683	-317	84.14%
17	Miscellaneous Income	92	92	0	100.53%
18	Grant Revenue	126,713	50,846	-75,867	40.13%
20	Rates and Charges	564,110	324,429	-239,681	57.51%
21	Overhead	416,795	258,526	-158,269	62.03%
22	Overhead Allocation	394,795	244,310	-150,485	61.88%
23	Vehicle Allocation	22,000	14,216	-7,784	64.62%
24	2024 Carry Overs	50,000	50,000	0	100.00%
25	Program Allocation	432,114	228,259	-203,855	52.82%
26	Local Food Production and Consumption	20,000	9,094	-10,906	45.47%
27	Poultry Equipment Rentals	20,000	9,094	-10,906	45.47%
28	Producer Support & Preservation and Expansion of Working Lands	1,000	0	-1,000	0.00%
29	Working Lands Preservation Initiative	1,000	0	-1,000	0.00%
30	Water Quality & Quantity and Protection & Restoration of Ecosystems	44,157	36,229	-7,928	82.05%
31	Restoration Crew & Equipment (T050)	0	0	0	N/A
32	Conservation TA 1	44,157	18,114	-26,043	41.02%
33	Soil Conservation and Health	37,000	18,642	-18,358	50.38%
34	Soil Health Testing	26,600	14,367	-12,233	54.01%
35	Nutrient Spreader Rentals	5,400	2,859	-2,541	52.95%
36	No-Till Drill Rentals	5,000	1,417	-3,583	28.33%
37	Community Outreach and Engagement	190,875	123,040	-67,835	64.46%
38	Conservation & Education Center	60,000	16,327	-43,673	27.21%
39	District Communications	61,875	37,928	-23,947	61.30%
40	Plant Sale	54,000	55,069	1,069	101.98%
41	Elections	15,000	13,716	-1,284	91.44%
42	Adult and Youth Conservation Education	47,870	32,745	-15,125	68.40%

	Account Name	2025 Mid-Year Revised Budget	2025 Actual	\$ Over Budget	% of Budget
43	South Sound Green	41,670	26,717	-14,953	64.12%
44	Teens in Thurston Volunteer Program	2,200	2,028	-172	92.16%
45	Envirothon	4,000	4,000	0	100.00%
46	<input type="checkbox"/> Climate Change Adaptation & Mitigation and Other Strategic Plan Priorities	91,213	8,509	-82,704	9.33%
47	Conservation TA 2	44,157	18,114	-26,043	41.02%
48	Investing in Future Conservation	47,056	8,509	-38,547	18.08%
49	<input type="checkbox"/> Administrative Expenses - A010	687,467	379,897	-307,570	55.26%
50	Administrative Salaries & Benefits	348,160	183,946	-164,214	52.83%
51	36-Hour Leave Accrual Adjustmnet	8,050	8,050	0	100.00%
52	<input type="checkbox"/> Professional Services	74,084	35,984	-38,100	48.57%
53	Legal Services	24,000	14,000	-10,000	58.33%
54	Audit & Accounting	9,940	3,461	-6,479	34.82%
55	Computer Services	35,744	17,755	-17,989	49.67%
56	Professional Services	4,400	768	-3,632	17.45%
57	<input type="checkbox"/> Facility, Vehicles and Maintenance	166,993	96,001	-70,992	57.49%
58	Janitorial Services	9,100	5,250	-3,850	57.69%
59	Office Rent	101,124	58,989	-42,135	58.33%
60	Utilities	5,785	2,895	-2,890	50.04%
61	Equipment Leases	3,920	2,442	-1,478	62.29%
62	Vehicle Leases	7,000	3,684	-3,316	52.63%
63	Communications	16,152	9,397	-6,755	58.18%
64	Photocopier Usage	1,000	488	-512	48.77%
65	Vehicle Repairs & Maintenance	5,500	4,288	-1,212	77.97%
66	Computer Hardware Purchases	3,000	1,517	-1,483	50.57%
67	Computer Software	12,312	5,951	-6,361	48.33%
68	Equipment & Office Furniture	2,100	1,101	-999	52.41%
69	<input type="checkbox"/> Supplies	11,680	3,778	-7,902	32.34%
70	<input type="checkbox"/> Office Supplies	5,000	1,561	-3,439	31.23%
71	Staff Swag	582	582	0	100.06%
72	Postage & Shipping	300	118	-182	39.29%
73	Organizational Dues	6,280	1,491	-4,789	23.74%
74	Licenses & Permits	100	25	-75	25.00%
75	<input type="checkbox"/> Conferences, Training and Travel	32,850	11,244	-21,606	34.23%
76	Staff Conference & Training (A037)	16,100	4,841	-11,259	30.07%
77	<input type="checkbox"/> Board Conference and Training Fees	3,250	188	-3,062	5.80%
78	Board Swag	150	150	0	100.00%
79	Board Meeting Snacks	1,000	523	-477	52.35%
80	Staff Travel	10,000	5,217	-4,783	52.17%
81	Board Travel	2,500	474	-2,026	18.95%
82	<input type="checkbox"/> Insurance and Banking	45,650	24,795	-20,855	54.31%
83	Bank Fees & Interest Charges	650	122	-528	18.72%
84	Liability Insurance Premiums	45,000	24,673	-20,327	54.83%
85	Late Fees & Penalties	0	0	0	N/A
86	<input type="checkbox"/> Savings	106,658	0	-106,658	0.00%
87	Reserve Fund	56,658	0	-56,658	0.00%
88	Conservation Education Center Savings Plan	50,000	0	-50,000	0.00%
89	Net Income (Surplus or Deficit)	0	109,938	109,938	N/A

# 2025 Restricted Budgets vs Actuals



As of July 31, 2025

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2025 Budget	2025 Actual	2025 Remaining Budget	% of Total Time	% of Total Budget Spent
1	<b>- Federal</b>											
2	Frogs on Farm	US80	F20AC11306-00	08/15/20	12/15/25	93,135	58,146	61,567	3,421	58,146	92.97%	37.57%
3	USFWS Restoring South Sound Prairies	US90	F22AC01820-00	07/01/22	07/01/27	190,000	88,670	1,000	0	1,000	61.69%	53.33%
4	<b>- Sentinel Landscape Program (SLP)</b>											
5	NACD SLP	SLP075	NA	10/01/21	06/30/28	1,353,000	219,976	262,012	227,158	34,855	56.80%	83.74%
6	<b>- RCO</b>											
7	FY22-27 ASRP Riverbend	R050	22-1548C	03/28/22	06/30/27	7,673,670	1,406,715	277,482	167,828	109,655	63.61%	81.67%
8	SRFB Cozy Valley	R060	21-1089C	09/23/21	06/01/25	132,778	43	12,761	12,723	39	Closed	99.97%
9	ESRP Zangle Cove	R070	20-1517R	07/01/21	04/30/26	110,072	15,504	22,654	7,171	15,483	84.53%	85.91%
10	FY23-25 ESRP Lower Eld Bulkhead Removal	R090	22-1201R	07/01/23	07/01/26	125,200	6,656	7,251	595	6,656	69.46%	94.68%
11	South Sound Outreach (HSIL)	R100	23-1853O	05/07/24	04/30/27	109,846	100,892	35,701	6,997	28,704	41.41%	8.15%
12	South Sound Riparian Analysis and Implementation	R110	24-1212R	09/25/24	09/25/28	132,614	132,614	45,500	0	45,500	21.20%	0.00%
13	<b>- DOE</b>											
14	Ecology Elwanger	E200	WQC-2025-ThurCD-00165	11/01/24	10/31/27	500,000	463,410	276,515	36,590	239,925	24.93%	7.32%
15	<b>- WSCC</b>											
16	FY25-27 Chehalis	W050	26-13-CH	07/01/25	06/30/27	206,300	201,551	51,575	4,749	46,826	4.25%	2.30%
17	FY25-27 Shellfish Cost Share	W060	26-13-SH	07/25/25	06/30/27	112,500	112,500	7,467	0	7,467	0.99%	0.00%
18	FY25-26 CREP	W070	26-13-CE	07/01/25	06/30/26	25,000	23,739	13,200	1,261	11,939	8.49%	5.05%
19	FY25-27 Forest Health & Community Wildfire Resiliency	W130	26-13-FH	07/09/25	06/30/27	68,175	65,719	17,044	2,456	14,588	3.19%	3.60%
20	FY25-27 Irrigation Efficiencies	W140	26-13-IE	07/17/25	06/30/27	45,778	45,778	12,500	0	12,500	2.10%	0.00%
21	FY23-25 Livestock	W025	24-13-LT	07/01/25	06/30/26	20,000	31	6,622	6,591	31	Closed	99.84%
22	Early Action Reaches (EAR) Skookumchuck Project	W030	20-13-ER	04/01/20	06/30/25	744,780	121,910	141,513	29,290	112,223	Closed	83.63%
23	FY21-25 Flood (FL) Chehalis Project	W050	22-13-FL	09/01/21	06/30/25	261,333	2,366	37,159	34,793	2,366	Closed	99.09%
24	FY23-25 Shellfish Cost Share	W060	24-13-SH	11/27/23	06/30/25	125,000	39,444	105,550	66,106	39,444	Closed	68.44%
25	FY23-25 CREP	W070	24-13-CE	07/01/23	06/30/25	118,502	31,752	58,838	27,087	31,752	Closed	73.21%
26	FY23-25 NRI Cost Share	W080	24-13-NR	08/21/23	06/30/25	100,722	15,895	42,698	26,803	15,895	Closed	84.22%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2025 Budget	2025 Actual	2025 Remaining Budget	% of Total Time	% of Total Budget Spent
27	FY24-25 Engineering	W100	25-13-PE	09/11/24	06/30/25	34,800	2	23,603	23,601	2	Closed	99.99%
28	FY24-25 Salmon Riparian Funding	W110	24-13-SRF	02/27/24	06/30/25	207,514	16,491	156,345	139,854	16,491	Closed	92.05%
29	FY24-25 Sustainable Farms and Fields	W120	25-13-SFF	08/29/24	06/30/25	72,730	3,605	56,990	53,385	3,605	Closed	95.04%
30	FY23-25 Forest Health and Community Wildfire Resiliency	W130	24-13-FH	09/22/23	06/30/25	471,000	9,458	221,030	211,572	9,458	Closed	97.99%
31	FY24-25 Irrigation Efficiencies	W140	24-13-IE	04/03/24	06/30/25	45,778	5,473	24,450	18,977	5,473	Closed	88.04%
32	FY21-25 Regional Implementation Team (RIT)	W150	22-13-RIT	10/01/21	06/30/25	102,000	33	14,650	14,617	33	Closed	99.97%
33	FY24-25 Community Engagement Plan (CEP)	W160	24-13-CEP	02/20/24	06/30/25	17,500	1,588	10,651	9,062	1,588	Closed	90.92%
34	FY24-25 Riparian Grant Program (RGP)	W170	24-13-RGP	04/15/24	06/30/25	931,159	219,431	727,010	507,579	219,431	Closed	76.43%
35	FY24-25 Sustainable Farms and Fields CCA	W180	24-13-SF1	05/16/24	06/30/25	59,531	0	40,216	40,216	0	Closed	100.00%
36	<b>Other State Grants</b>											
37	WDFW Building Conservation Capacity	S100	24-25744	03/17/25	06/30/27	500,000	477,372	180,563	22,628	157,934	16.39%	4.53%
38	DOH Eld Inlet Manure Management	S500	GVL29108-0	05/13/24	07/31/27	776,247	696,612	169,103	43,878	125,226	37.87%	10.26%
39	Farm Plan Catalog	S800	G-8233	06/07/24	05/31/25	10,553	0	7,210	7,210	0	Closed	100.00%
40	<b>Thurston County</b>											
41	FY23-25 VSP	TC400	08-23	07/01/23	06/30/25	227,500	4,283	60,053	55,770	4,283	Closed	98.12%
42	FY23-25 VSP Cost Share	TC450		08/08/23	06/30/25	485,649	8,651	200,024	191,589	8,435	Closed	98.22%
43	FY24-26 Thurston County Working Lands Outreach	TC500		08/13/24	06/30/26	5,500	4,736	5,408	672	4,736	51.38%	13.89%
44	<b>Miscellaneous</b>											
45	FY23-25 ESRP Shore Friendly Phase 3	M035	19-1703C	07/01/23	06/30/25	388,883	41,903	213,950	172,047	41,903	Closed	89.22%
46	FY25-29 Olympia Urban Farmland	M065	NA	01/01/25	12/31/29	259,000	240,572	51,800	18,428	33,372	11.61%	7.12%
47	GRuB Beginning Farmer Development	M066	NA	01/01/24	08/31/25	10,259	7,445	8,609	1,164	7,445	94.91%	27.43%
48	FY24-25 NACD Bucoda Community Farm	M077	NA	09/24/24	11/15/25	60,000	23,541	56,791	33,251	23,541	74.40%	60.77%
49	FY25-27 OlyEco NFWF Habitat Resilience	M078	NA	03/01/24	02/28/27	30,000	30,000	6,250	0	6,250	47.31%	0.00%
50	Puget Sound Energy	M079		07/02/25	until spent	10,000	7,012	0	0	0	NA	29.88%
51	One Tree Planted	M085	NA	09/03/21	until spent	33,076	25,006	3,998	0	3,998	NA	24.40%
52	WCRRRI Prairie Habitat Enhancement	M095	2022-06	01/01/22	06/30/26	111,954	7,630	32,298	24,668	7,630	79.66%	93.18%
53	WFC Meyer Phase 2	M100	NA	01/01/23	09/01/25	106,546	6,074	25,956	19,882	6,074	96.72%	94.30%
54	FY25-26 NACD Forestry	M200	NA	01/01/25	06/30/26	133,786	120,241	66,893	13,545	53,348	38.83%	10.12%
55	Partner District Support	M400		05/01/25	TBD	500	166	500	334	166	NA	66.90%
56	FY24-26 Pierce County Shellfish NTA	M600	SC-111404	01/01/24	01/31/27	191,000	106,626	60,238	23,502	36,735	51.29%	44.17%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2025 Budget	2025 Actual	2025 Remaining Budget	% of Total Time	% of Total Budget Spent
57	FY25 CTD Training Scholarship	M700	NA	04/18/25	05/30/25	500	0	500	500	0	Closed	100.00%
58	<b>South Sound GREEN</b>											
59	2025 Interlocal	G019-SS		01/01/25	12/31/25	64,160	38,190	64,160	25,970	38,190	58.08%	40.48%
60	FY24-25 WSC Mini Grant	G019.50		12/10/24	until spent	500	0	500	500	0	Closed	100.00%
61	FY24 OSD i-Grant	G019.103		03/01/24	until spent	4,000	1	1,011	1,011	0	NA	99.98%
62	FY23-25 Outdoor Learning	G019.109		10/01/23	04/30/25	21,833	0	7,558	7,558	0	Closed	100.00%
63	Every Kid Outdoors	G019.121		07/01/24	until spent	500	0	500	500	0	NA	100.00%
64	FY25 ESD 113 Climate Education	G019.104		05/15/25	until spent	6,000	3,731	6,000	2,269	3,731	NA	37.82%
65	FY25 Tumwater SD Natural Resources	G019.120		09/03/24	until spent	1,000	1,000	0	0	0	NA	0.00%
66	2024 Dawkins	G019.28		01/01/24	until spent	20,750	14,126	14,461	335	14,126	NA	31.92%
67	2023 Community Foundation	G019.29		10/25/23	until spent	2,500	1,700	2,500	800	1,700	NA	32.00%
68	2024 Community Foundation	G019.29		11/01/24	until spent	2,500	2,500	0	0	0	NA	0.00%
69	Carlson Charitable	G019.31		12/05/23	until spent	2,500	7	279	272	7	NA	99.73%
70	2024 Nisqually for Water Quality Testing	G019.60		01/01/24	until spent	5,000	2,708	2,942	234	2,708	NA	45.85%
71	TCC General	G019 TCC		01/01/18	until spent	11,561	1,681	1,708	27	1,681	NA	85.46%
72	2024 Squaxin	G019.85		02/01/24	until spent	2,250	2,250	0	0	0	NA	0.00%
73	2025 Squaxin	G019.85		03/01/25	until spent	1,000	1,000	0	0	0	NA	0.00%
74	Inspire Olympia			07/09/24	until spent		0	17,256	17,256	0	Closed	NA
75	<b>Teens in Thurston Volunteer Program</b>											
76	Nisqually TNT 2024	T070	NA	01/01/24	until spent	5,581	5,357	1,946	0	1,946	NA	4.01%
77	<b>Envirothon Program</b>											
78	2023 Pork Blakely Envirothon	T040		03/02/23	until spent	500	0	34	34	0	Closed	100.00%
79	2025 Pork Blakely Envirothon	T040		04/03/25	until spent	1,000	0	1,000	1,000	0	Closed	100.00%
80	Olympia Food Co-op Envirothon	T040		01/01/24	until spent	100	0	100	100	0	Closed	100.00%
81	2025 Chehalis Tribe Envirothon	T040		03/01/25	until spent	2,500	2,011	2,500	489	2,011	NA	19.56%

**Thurston Conservation District**  
**Payment Report**  
**July 2025**

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge		07/01/2025	ADT Security Services	UNRESTRICTED:A010 - Administrative Expenses	5314704 · Office Security	58.13
Credit Card Charge	14448	07/01/2025	Amazon	TCD Programs:T099 - Food Processing and Tools Rentals	5314107 · Project Supplies	27.80
Bill Pmt -Check	EFT	07/01/2025	Comcast		5314204 · Internet Services	235.01
Check	EFT	07/01/2025	Delta Dental		5531212 · Dental Benefits	2,447.25
Credit Card Charge	14481	07/01/2025	Flying J Store #1169	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	30.00
Credit Card Charge	14499	07/01/2025	O Reilly Auto Parts	TCD Programs:T050 - Partner Fee for Service Program	5314107 · Project Supplies	14.24
Credit Card Charge	14498	07/01/2025	Pilot Travel Center	TCD Programs:T050 - Partner Fee for Service Programs	5314107 · Project Supplies	23.00
Check	EFT	07/01/2025	Tilley Court Caves, LLC		Office Rent	8,427.00
Credit Card Charge	14366	07/02/2025	Southgate Fencing Inc.	MISC:M065 - FY25-29 Olympia Urban Farmland	5314107 · Project Supplies	1,250.00
Credit Card Charge	14480	07/03/2025	Pilot Travel Center	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	50.92
Credit Card Charge	14463	07/04/2025	Flying J Store #1169	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	28.00
Bill Pmt -Check	22975	07/07/2025	Aimee Omelas	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22976	07/07/2025	Akylie Holterman	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22977	07/07/2025	Alex Chacon	Various	Staff Travel	422.00
Bill Pmt -Check	22978	07/07/2025	Alex Papiez	WSCC:W170 - FY24-25 Riparian Grant Program	5314304 · Mileage	25.76
Bill Pmt -Check	22979	07/07/2025	Andrew Martin	Various	Restoration Crew Intern Stipend	2,400.00
Bill Pmt -Check	22980	07/07/2025	Crystal Springs	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	35.08
Bill Pmt -Check	22981	07/07/2025	Doug Rushton	UNRESTRICTED:A010 - Administrative Expenses	5314301 · Board Travel	473.82
Bill Pmt -Check	22982	07/07/2025	Ghader Alrashid	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22983	07/07/2025	Jaden McGinty	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22984	07/07/2025	Joseph Gabiou	TCD Programs:T050 - Partner Fee for Service Program	5314107 · Project Supplies	78.00
Bill Pmt -Check	22985	07/07/2025	Kelly Carter	GREEN:TCC:G019.130 Inspire Olympia	5314304 · Mileage	420.00
Bill Pmt -Check	22986	07/07/2025	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	292.23
Credit Card Charge	1409144214	07/07/2025	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	241.34
Bill Pmt -Check	22987	07/07/2025	Rachael Short	GREEN:TCC:G019.130 Inspire Olympia	5314304 · Mileage	420.00
Check	EFT	07/07/2025	Regence - Health Care		5531210 · Medical Benefits	28,129.97
Credit Card Charge	14364	07/07/2025	Reotemp Compost	S500 - DOH Eld Inlet Manure Management	5314107 · Project Supplies	2,154.00
Bill Pmt -Check	22988	07/07/2025	Sam Nadell	GREEN:TCC:G019.28 Dawkins	5314304 · Mileage	20.00
Bill Pmt -Check	22989	07/07/2025	Sarah Gillenwater	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22990	07/07/2025	Sarah Moorehead	Various	Staff Travel	664.20
Bill Pmt -Check	22991	07/07/2025	Summit Farms	WSCC:W130- FY23-25 Forest Health	5314502 · Site Rental	200.00
Credit Card Charge	14461	07/07/2025	Walmart	MISC:M100 - WFC Meyer Phase 2	5314107 · Project Supplies	60.04
Bill Pmt -Check	22992	07/07/2025	Washington Conservation Society	UNRESTRICTED:A010 - Administrative Expenses	5314902 · Organizational Dues	150.00
Bill Pmt -Check	22993	07/07/2025	White, Nora	Various	5314304 · Mileage	50.40
Liability Check	EFT	07/09/2025	Internal Revenue Service		Payroll Tax	18,788.08



Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Liability Check		07/09/2025	QuickBooks Payroll Service		Payroll	55,374.52
Credit Card Charge	4040614	07/09/2025	Rightworks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	26.33
Liability Check	EFT	07/09/2025	WA St Dept of Retirement Systems		Payroll Tax	28,535.47
Credit Card Charge	14393	07/10/2025	Amazon	MISC:M065 - FY25-29 Olympia Urban Farmland	5314107 · Project Supplies	15.36
Credit Card Charge	14389	07/10/2025	Canva	TCD Programs:T030 - District Communications	5314203 · Printing Services	40.00
Credit Card Charge	14371	07/10/2025	Southgate Fencing Inc.	MISC:M065 - FY25-29 Olympia Urban Farmland	5314107 · Project Supplies	1,255.64
Credit Card Charge	14436	07/10/2025	Walmart	MISC:M100 - WFC Meyer Phase 2	5314107 · Project Supplies	38.31
Credit Card Charge	77866523	07/14/2025	Buzzsprout	TCD Programs:T030 - District Communications	5314207 · Web Hosting and Maintenance	12.00
Credit Card Charge	14379	07/14/2025	Home Depot	UNRESTRICTED:A010 - Administrative Expenses	5314107 · Project Supplies	25.72
Credit Card Charge	14388	07/14/2025	Planning Association of Washington	UNRESTRICTED:A010 - Administrative Expenses	5314306 · Board - Conference & Training	40.00
Credit Card Charge	14390	07/14/2025	Planning Association of Washington	S500 - DOH Eld Inlet Manure Management	5314302 · Staff - Conference & Training	40.00
Check	EFT	07/14/2025	TPSC Benefits		5531215 · HRA Benefits	148.80
Credit Card Charge	14380	07/15/2025	Always Safe & Lock	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	9.83
Credit Card Charge	14392	07/15/2025	Lincoln Creek Lumber	MISC:M077 - NACD Bucoda Community Farm	5314107 · Project Supplies	589.26
Credit Card Charge	14478	07/15/2025	Lincoln Creek Lumber	TCD Programs:T030 - District Communications	5314107 · Project Supplies	14.21
Credit Card Charge	14391	07/15/2025	Safeway	MISC:M077 - NACD Bucoda Community Farm	5314901 · Meeting & Event	5.99
Check	EFT	07/15/2025	TPSC Benefits		5531215 · HRA Benefits	112.50
Credit Card Charge	14386	07/15/2025	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	11.37
Credit Card Charge	14387	07/15/2025	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	11.37
Credit Card Charge	14477	07/15/2025	Walmart	TCD Programs:T030 - District Communications	5314107 · Project Supplies	16.69
Credit Card Charge	14468	07/16/2025	Harborside Inn	UNRESTRICTED:A010 - Administrative Expenses	5314303 · Staff Travel - Lodging	434.48
Credit Card Charge	14406	07/16/2025	Peak Industrial	TCD Programs:T050 - Partner Fee for Service Program	5354804 · Restoration Equipment Maintenanc	1,022.31
Credit Card Charge	14401	07/16/2025	Sticker Giant	TCD Programs:T030 - District Communications	5314400 · Advertising	387.65
Credit Card Charge	14402	07/17/2025	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	8.19
Credit Card Charge	14407	07/17/2025	Walrath	Depart of Ecology:E400 - Veg Management	5314108 · Construction & Restoration Work	3,135.29
Credit Card Charge	14414	07/18/2025	Amazon	MISC:M065 - FY25-29 Olympia Urban Farmland	5314116 · Project Equipment	58.17
Credit Card Charge	14416	07/18/2025	Amazon	MISC:M065 - FY25-29 Olympia Urban Farmland	5314107 · Project Supplies	68.65
Credit Card Charge	2712	07/18/2025	Encore	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	639.80
Credit Card Charge	14404	07/18/2025	Lowes	MISC:M077 - NACD Bucoda Community Farm	5314107 · Project Supplies	609.93
Credit Card Charge	E0300X2M0Q	07/19/2025	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	561.56
Credit Card Charge	52531055	07/20/2025	Garmin	UNRESTRICTED:A010 - Administrative Expenses	5314205 · Garmin	43.86
Bill Pmt -Check	22995	07/21/2025	Aimee Omelas	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22996	07/21/2025	Akylie Holterman	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22998	07/21/2025	Andrew Martin	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23012	07/21/2025	Ayub	TC450 - FY23-25 VSP Cost Share	5314109 · Cost Share	5,000.00
Bill Pmt -Check	22999	07/21/2025	Capitol City Press	WSCC:W120 -FY24-25 Sustainable Farms and Field	5314203 · Printing Services	2,823.65
Bill Pmt -Check	23000	07/21/2025	Capitol Land Trust	GREEN:G019.103 - FY24 OSD i-Grant	5314100 · Professional Services	1,011.00
Bill Pmt -Check	23028	07/21/2025	Christina Wagner	MISC:M077 - NACD Bucoda Community Farm	5314304 · Mileage	19.60
Bill Pmt -Check	23029	07/21/2025	Deschutes Law Group	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	2,000.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	23001	07/21/2025	Ecostudies Institute	SLP Program:SLP075 - NACD SLP	5314100 · Professional Services	8,987.92
Bill Pmt -Check	23002	07/21/2025	Erin Carlson	MISC:M065 - FY25-29 Olympia Urban Farmland	5314100 · Professional Services	66.66
Credit Card Charge	14490	07/21/2025	Flying J Store #1169	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	30.48
Bill Pmt -Check	23020	07/21/2025	George	TC450 - FY23-25 VSP Cost Share	5314109 · Cost Share	87,450.00
Bill Pmt -Check	23003	07/21/2025	Ghader Alrashid	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23004	07/21/2025	Jaden McGinty	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23006	07/21/2025	Jesse Ratcliff	WSCC:W060 - Shellfish Cost Share	5314109 · Cost Share	60,798.81
Bill Pmt -Check	23007	07/21/2025	Jillian Renfrow	MISC:M065 - FY25-29 Olympia Urban Farmland	5314100 · Professional Services	200.00
Bill Pmt -Check	23008	07/21/2025	John Williams	GREEN:G019.104 ESD 113 Climate Ed	5314100 · Professional Services	150.00
Bill Pmt -Check	23030	07/21/2025	Kenna Fosnacht_V	SLP Program:SLP075 - NACD SLP	5314305 · Meals / Per Diems	340.00
Bill Pmt -Check	23009	07/21/2025	Lorne Curran	WSCC:W080 - NRI Cost Share	5314109 · Cost Share	5,067.03
Bill Pmt -Check	23010	07/21/2025	Mason Conservation District	RCO:R100 - South Sound HSIL Outreach	5314100 · Professional Services	2,077.10
Bill Pmt -Check	23011	07/21/2025	Midwest Labs	TCD Programs:T098 - Soil Health Testing	5314117 · Soil Testing	202.31
Bill Pmt -Check	23014	07/21/2025	Natural Waters, LLC	WSCC:W170 - FY24-25 Riparian Grant Program	5314100 · Professional Services	4,920.00
Bill Pmt -Check	23015	07/21/2025	Nisqually River Foundation	GREEN:G019.104 ESD 113 Climate Ed	5314114 · Sub Teacher Reimbursement	1,199.08
Bill Pmt -Check	23016	07/21/2025	Northwest Meadowscares, LLC	TCD Programs:T097 - Plant Sale	5313401 · Plants for Resale	5,296.50
Bill Pmt -Check	23031	07/21/2025	Olympia Computer LLC	UNRESTRICTED:A010 - Administrative Expenses	5314103 · Computer Services	2,730.00
Bill Pmt -Check	23017	07/21/2025	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	477.89
Bill Pmt -Check	23018	07/21/2025	Ross Strategic	WSCC:W130- FY23-25 Forest Health	5314100 · Professional Services	12,065.75
Bill Pmt -Check	23019	07/21/2025	Samantha Lamb	MISC:M065 - FY25-29 Olympia Urban Farmland	5314100 · Professional Services	66.66
Bill Pmt -Check	23021	07/21/2025	Sarah Gillenwater	Various	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	22997	07/21/2025	Seidel	TC450 - FY23-25 VSP Cost Share	5314109 · Cost Share	83,078.37
Bill Pmt -Check	23022	07/21/2025	Southeast Thurston Fire Authority	WSCC:W130- FY23-25 Forest Health	5314100 · Professional Services	2,916.48
Credit Card Charge	14489	07/21/2025	Tenino Market Fresh	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	55.20
Bill Pmt -Check	23023	07/21/2025	Tumwater School District	Various	5314112 · Bus Transportation	506.86
Bill Pmt -Check	23024	07/21/2025	WA St Conservation Commission	Various	5314504 · Vehicle Leases	920.06
Liability Check	EFT	07/21/2025	WA St Dept of L&I		3861009 · State L&I Payable	6,684.61
Sales Tax Payment	EFT	07/21/2025	WA St Dept of Revenue		3861100 · Sales Tax Payable	292.13
Bill Pmt -Check	23025	07/21/2025	WACD	TCD Programs:T097 - Plant Sale	5313401 · Plants for Resale	9,095.00
Bill Pmt -Check	23026	07/21/2025	West Thurston Regional Fire Authority	WSCC:W130- FY23-25 Forest Health	5314107 · Project Supplies	3,000.00
Bill Pmt -Check	23027	07/21/2025	WSU Sponsored Programs Services	SLP Program:SLP075 - NACD SLP	5314100 · Professional Services	82,413.01
Credit Card Charge	14405	07/22/2025	Dancing Goats	Thurston County:TC400 - VSP	5314901 · Meeting & Event	27.45
Credit Card Charge	14437	07/22/2025	Pilot Travel Center	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	10.50
Credit Card Charge	14453	07/22/2025	Pilot Travel Center	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	10.57
Credit Card Charge	14454	07/22/2025	Pilot Travel Center	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	35.00
Credit Card Charge	14415	07/22/2025	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	46.60
Liability Check	EFT	07/22/2025	WA St Dept of Employment Security		3861007 · State Unemployment Payable	3,014.62
Liability Check	23032	07/22/2025	WSCCE - Council 2		3861008 · Union Dues	1,234.17
Liability Check	23033	07/22/2025	WSCCE - Council 2		3861008 · Union Dues	1,250.79

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	14469	07/23/2025	Acorn Naturalists	GREEN:G019.106 NOAA B-WET	5314107 · Project Supplies	467.89
Credit Card Charge	14455	07/23/2025	Flying J Store #1169	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	19.80
Credit Card Charge	14425	07/23/2025	Hach Company	GREEN:G019.106 NOAA B-WET	5314107 · Project Supplies	409.76
Credit Card Charge	14413	07/23/2025	Home Depot	MISC:M077 - NACD Bucoda Community Farm	5314107 · Project Supplies	875.06
Liability Check	EFT	07/23/2025	Internal Revenue Service		Payroll Tax	18,331.48
Credit Card Charge	P110763499	07/23/2025	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	219.00
Credit Card Charge	14479	07/23/2025	Lincoln Creek Lumber	TCD Programs:T030 - District Communications	5314107 · Project Supplies	181.19
Liability Check	EFT	07/23/2025	WA St Dept of Employment Security		3861013 · WA State Cares Act	2,609.67
Liability Check	EFT	07/23/2025	WA St Dept of Employment Security		3861010 · WA - Family & Medical Leave	2,960.55
Liability Check	EFT	07/23/2025	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	3,954.23
Credit Card Charge	14464	07/24/2025	Flying J Store #1169	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	17.34
Check	EFT	07/24/2025	Internal Revenue Service		5531215 · HRA Benefits	83.28
Credit Card Charge	14417	07/24/2025	Nisqually Towing Service	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	172.74
Liability Check		07/24/2025	QuickBooks Payroll Service		Payroll	54,362.31
Credit Card Charge	14419	07/24/2025	Simply Organic Cafe and Catering	Thurston County:TC400 - VSP	5314901 · Meeting & Event	422.52
Credit Card Charge	14462	07/24/2025	Tenino Short Stop	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	20.34
Credit Card Charge	14420	07/24/2025	The Owle's Nest	Thurston County:TC400 - VSP	5314901 · Meeting & Event	83.34
Credit Card Charge	14418	07/24/2025	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	22.74
Check	EFT	07/25/2025	Postal IA	UNRESTRICTED:A010 - Administrative Expenses	5314202 · Postage & Shipping	10.00
Credit Card Charge		07/27/2025	ADT Security Services	UNRESTRICTED:A010 - Administrative Expenses	5314704 · Office Security	58.13
Credit Card Charge	14446	07/28/2025	Tenino Market Fresh	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	15.97
Check	EFT	07/28/2025	TPSC Benefits		5531215 · HRA Benefits	150.48
Credit Card Charge	14421	07/28/2025	ULINE	TCD Programs:T098 - Soil Health Testing	5314107 · Project Supplies	103.67
Credit Card Charge	14423	07/29/2025	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	12.71
Credit Card Charge	14424	07/29/2025	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5945363 · Equipment & Office Furniture	17.54
Credit Card Charge	14487	07/29/2025	Michaels	TCD Programs:T097 - Plant Sale	5314107 · Project Supplies	36.78
Credit Card Charge	14451	07/29/2025	Office Depot	TCD Programs:T030 - District Communications	5314107 · Project Supplies	70.82
Credit Card Charge	14447	07/29/2025	Tenino Market Fresh	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	83.69
Credit Card Charge	14470	07/30/2025	Acorn Naturalists	GREEN:G019.106 NOAA B-WET	5314107 · Project Supplies	271.44
Credit Card Charge	14483	07/30/2025	Amazon	GREEN:G019.106 NOAA B-WET	5314107 · Project Supplies	144.90
Credit Card Charge	14456	07/30/2025	Flying J Store #1169	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	10.76
Credit Card Charge	14457	07/30/2025	Flying J Store #1169	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	14.13
Credit Card Charge	14488	07/30/2025	Fred Meyer	TCD Programs:T097 - Plant Sale	5314107 · Project Supplies	4.65
Credit Card Charge	18164361	07/30/2025	Mail Chimp	TCD Programs:T030 - District Communications	5314207 · Web Hosting and Maintenance	96.27
Credit Card Charge	14442	07/30/2025	Michaels	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	83.84
Credit Card Charge	14458	07/30/2025	Tenino Short Stop	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	20.30
Credit Card Charge	14427	07/30/2025	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314306 · Board - Conference & Training	57.35
Credit Card Charge	14485	07/30/2025	WeVideo	Various	5314505 · Software Licenses	262.67
Credit Card Charge	14459	07/31/2025	Flying J Store #1169	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	55.31
Credit Card Charge	14460	07/31/2025	Flying J Store #1169	Depart of Ecology:E400 - Veg Management	5314107 · Project Supplies	19.03
Credit Card Charge	14428	07/31/2025	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	8.78



## BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b> WSCC FY2025-27 Shellfish Cost Share	
<b>Lead Staff:</b> Susan Shelton	<b>Board Meeting Date:</b>
<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>
Provides funding for technical assistance and Best Management Practices (BMPs) for a cooperator's property.	
<b>Pros:</b> Three BMPs are implemented on a cooperator's property that will protect natural resources.	<b>Cons:</b> NA
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>	
TCD is awarded \$112,500 to implement 3 BMPs.	
<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>	
W060 - FY25-27 Shellfish Cost Share Addendum	



---

**FORM 4: Addendum**

---

**From** Commission@scc.wa.gov <noreply+29899f926be69dff@formstack.com>

**Date** Mon 2025-07-28 9:50 AM

**To** Susan Shelton <accounting@thurstoncd.com>

## **Washington State Conservation Commission**

### **FORM 4: ADDENDUM**

---

Jul 28, 2025 9:50 AM

**Conservation District: Thurston**

**GRANT PROGRAM: Shellfish (SH)**

**Overhead Rate: 25%**

Submitted By: Susan Shelton

Email: accounting@thurstoncd.com

---

**Total Grant Award: 112500.00**

Basic Allocation Award (if applicable):

**Total to be obligated under this Addendum: 112500.00**

---

**Intermediate Outcome #1: 112500.00**

Sheilah Cannon

\* BMP - Heavy use area protection \$22,500

\* BMP - Roof Funoff Structure \$9,000

\* BMP - Waste Storage Facility \$58,500

\* Technical Assistance \$22,500

**Intermediate Outcome #2:**

**Intermediate Outcome #3:**

**Intermediate Outcome #4:**

**Intermediate Outcome #5:**

---

**Total of Intermediate Outcomes: 112500.00**

---



## BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b>		WSSC 2025-27 Irrigation Efficiencies Funding Agreement	
<b>Lead Staff:</b>		Susan Shelton	<b>Board Meeting Date:</b>
<b>Goal of Presentation:</b>		<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Information <input type="checkbox"/> Feedback
<b>Description/Background:</b>		<i>Please provide a description or background of the project.</i>	
WSSC has awarded \$50,000 for irrigation efficiencies for the commissions 2025-27 fiscal year.			
<b>Pros:</b> With this funding TCD can provide irrigation efficiencies technical assistance; TCD staff can participate in irrigation efficiencies training; and TCD has a small budget for irrigation efficiencies equipment.		<b>Cons:</b> NA	
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>			
\$50,000 of awarded funding.			
<b>Recommended Action:</b>		<i>What decision do you recommend the board make?</i>	
Approve			
<b>Legal Review:</b>		<input type="checkbox"/> Yes	<input type="checkbox"/> No <input checked="" type="checkbox"/> Not Required
<b>Supporting Documents:</b> <i>Please list below <b>and</b> attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>			
W140 - FY25-27 Irrigation Efficiencies Addendum.pdf			



---

**FORM 4: Addendum**

---

**From** Commission@scc.wa.gov <noreply+29899f926be69dff@formstack.com>

**Date** Mon 2025-07-21 8:17 AM

**To** Susan Shelton <accounting@thurstoncd.com>

## **Washington State Conservation Commission**

### **FORM 4: ADDENDUM**

---

Jul 21, 2025 8:17 AM

#### **Conservation District: Thurston**

#### **GRANT PROGRAM: Irrigation Efficiencies (IE)**

#### **Overhead Rate: 25%**

Submitted By: Susan Shelton

Email: accounting@thurstoncd.com

---

#### **Total Grant Award: 50000.00**

Basic Allocation Award (if applicable):

#### **Total to be obligated under this Addendum: 50000.00**

---

#### **Intermediate Outcome #1: 46000.00**

Technical Assistance

#### **Intermediate Outcome #2: 2000.00**

Training

#### **Intermediate Outcome #3: 2000.00**

Equipment



**Intermediate Outcome #4:**

**Intermediate Outcome #5:**

---

**Total of Intermediate Outcomes: 50000.00**

---



## BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b>		WSCC FY2025-27 Chehalis Funding Agreement	
<b>Lead Staff:</b>		Susan Shelton	<b>Board Meeting Date:</b>
<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>	
WSCC funding to lead participation and engagement activities as it relates to community engagement, partnership and collaboration, strategy engagement, and being landowner liaisons and to participate and engage as it relates to the Regional Implementation Team Leadership Team.			
<b>Pros:</b> Fosters community and partner collaboration around issues in the Chehalis Basin.		<b>Cons:</b> NA	
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>			
\$206,300 to facilitate this work.			
<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>			
W050 - FY25-27 Chehalis Flood Plain Addendum			



---

**FORM 4: Addendum**

---

**From** Commission@scc.wa.gov <noreply+29899f926be69dff@formstack.com>

**Date** Tue 2025-07-29 8:57 AM

**To** Susan Shelton <accounting@thurstoncd.com>

## **Washington State Conservation Commission**

### **FORM 4: ADDENDUM**

---

Jul 29, 2025 8:57 AM

**Conservation District: Thurston**

**GRANT PROGRAM: Other: Chehalis**

**Overhead Rate: 25%**

Submitted By: Susan Shelton

Email: accounting@thurstoncd.com

---

**Total Grant Award: 206300.00**

Basic Allocation Award (if applicable):

**Total to be obligated under this Addendum: 206300.00**

---

**Intermediate Outcome #1: 146300.00**

Conservation District Outreach and Engagement

**Intermediate Outcome #2: 60000.00**

RIT Participation

**Intermediate Outcome #3:**

**Intermediate Outcome #4:**

**Intermediate Outcome #5:**

---

**Total of Intermediate Outcomes: 206300.00**

---



## BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b>	Ecology FY2025-29 Oregon Spotted Frog Black River Basin Engagement		
<b>Lead Staff:</b>	Susan Shelton	<b>Board Meeting Date:</b>	08/27/25
<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>  The Oregon Spotted Frog (OSF) Conservation Engagement in the Black River Basin project supports the Chehalis Basin Strategy by engaging Thurston County landowners through outreach and technical assistance, and the Phase 1 next steps development of a Conservation Benefits Agreement, building on previous efforts to support habitat stewardship and increase public awareness.		
<b>Pros:</b> Funding for OSF conservation engagement.	<b>Cons:</b> NA		
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i> \$239,036 for TCD to provide OSF conservation engagement.			
<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>  ENew - FY25-29 Oregon Spotted Frog Black River Basin Engagement			





## Agreement No. OCBASRP-2325-ThurCD-00023

### OFFICE OF CHEHALIS BASIN AQUATIC SPECIES RESTORATION PLAN AGREEMENT

#### BETWEEN

THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

#### AND

THURSTON CONSERVATION DISTRICT

This is a binding Agreement entered into by and between the state of Washington, Department of Ecology, hereinafter referred to as “ECOLOGY,” and Thurston Conservation District, hereinafter referred to as the “RECIPIENT,” to carry out with the provided funds activities described herein.

---

#### GENERAL INFORMATION

Project Title:	OSF Conservation Engagement in Black River Basin
Total Cost:	\$239,036.00
Total Eligible Cost:	\$239,036.00
Ecology Share:	\$239,036.00
Recipient Share:	\$0.00
The Effective Date of this Agreement is:	07/01/2025
The Expiration Date of this Agreement is no later than:	06/30/2029
Project Type:	Ecology Grant

#### Project Short Description:

The Oregon Spotted Frog (OSF) Conservation Engagement in the Black River Basin project supports the Chehalis Basin Strategy by engaging Thurston County landowners through outreach and technical assistance, and the Phase 1 next steps development of a Conservation Benefits Agreement, building on previous efforts to support habitat stewardship and increase public awareness.

#### Project Long Description:

The OSF Conservation Engagement in Black River Basin project addresses the Chehalis Basin Strategy Aquatic Species Restoration (ASRP) through landowner outreach and technical assistance located in Thurston County. This project accomplishes the continued engagement of landowners in the Black River watershed, advancing Oregon Spotted Frog (OSF) conservation efforts. By building on previous work in Thurston County, it enhances public awareness, supports habitat stewardship, and fosters collaboration, leading to the exploration and next steps

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

development of a Conservation Benefits Agreement to support OSF recovery.

This project development effort will focus the ASRP priority species Oregon Spotted Frog (OSF) and will be focused geographically on the entire Black River watershed. This continued project development by the OSF workgroup to garner additional OSF conservation landowner engagement work is a vital element to OSF recovery in the Black River watershed. This project will build upon a previous ASRP project development grant focused on better understanding and advancing habitat stewardship for Oregon spotted frog on privately held lands in Thurston County. During this previous two-year project, Thurston Conservation District worked to increase public awareness and participation in ongoing conservation efforts, gaining a better understanding of public preferences, concerns, and barriers regarding Oregon spotted frog conservation, and build capacity to support Oregon spotted frog conservation across the local landscape.

The four main emphasis of the project are:

- 1) OSF Partner Collaboration
- 2) Continued Landowner Outreach and Engagement
- 3) Technical Assistance
- 4) Phase 1 next steps development of a Conservation Benefits Agreement (CBA) for landowners who may want to protect or promote OSF habitat on their properties

Overall Goal:

The overall goal of the OSF Conservation Engagement in Black River Basin project is to enhance Oregon Spotted Frog (OSF) conservation in the Black River watershed through continued landowner engagement, technical assistance, and the phase 1 next steps development of a Conservation Benefits Agreement, building upon previous efforts to support habitat stewardship and increase public awareness.

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

## RECIPIENT INFORMATION

Organization Name: Thurston Conservation District

Federal Tax ID: 91-1011612  
UEI Number: RFVSKKZZLNU4

Mailing Address: 582 Tilley Court SE, Suite 152  
Tumwater, WA 98501

Physical Address: 582 Tilley Court SE, Suite 152  
Tumwater, Washington 98501

## Contacts



Agreement No: OCBASRP-2325-ThurCD-00023

Project Title: OSF Conservation Engagement in Black River Basin

Recipient Name: Thurston Conservation District

<b>Project Manager</b>	<p>Kiana Sinner Senior Education &amp; Outreach Specialist</p> <p>582 Tilley Court SE, Suite 152 Tumwater, Washington 98501 Email: ksinner@thurstoncd.com Phone: (360) 754-3588</p>
<b>Billing Contact</b>	<p>Susan Shelton Finance &amp; Admin Manager</p> <p>582 Tilley Court, SE Suite 152 Tumwater, Washington 98501 Email: accounting@thurstoncd.com Phone: (360) 742-2313</p>
<b>Authorized Signatory</b>	<p>Sarah Moorehead Executive Director</p> <p>582 Tilley Rd SW Suite #152 Tumwater, Washington 98501 Email: smoorehead@thurstoncd.com Phone: (360) 754-3588</p>

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

**ECOLOGY INFORMATION**

Mailing Address: Department of Ecology  
Office of Chehalis Basin  
PO BOX 47600  
Olympia, WA 98504-7600

Physical Address: Office of Chehalis Basin  
300 Desmond Drive SE  
Lacey, WA 98503

**Contacts**

<b>Project Manager</b>	Noreen Bolo  PO Box 47600 Olympia, Washington 98504-7600 Email: nobo461@ecy.wa.gov Phone: (564) 250-0352
<b>Financial Manager</b>	Noreen Bolo  PO Box 47600 Olympia, Washington 98504-7600 Email: nobo461@ecy.wa.gov Phone: (564) 250-0352
<b>Technical Advisor</b>	Deena Resnick  PO Box 47600 Olympia, Washington 98504-7600 Email: dres461@ecy.wa.gov Phone: (360) 791-3488

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

## AUTHORIZING SIGNATURES

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in this Agreement.

RECIPIENT acknowledges that they had the opportunity to review the entire Agreement, including all the terms and conditions of this Agreement, Scope of Work, attachments, and incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this Agreement. Furthermore, the RECIPIENT has read, understood, and accepts all requirements contained within this Agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

No subsequent modifications or amendments to this agreement will be of any force or effect unless in writing, signed by authorized representatives of the RECIPIENT and ECOLOGY and made a part of this agreement. ECOLOGY and RECIPIENT may change their respective staff contacts without the concurrence of either party.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement and bind their respective organizations to this Agreement.

Washington State  
Department of Ecology

Thurston Conservation District

By: \_\_\_\_\_

By: \_\_\_\_\_

Jeff Zenk  
Office of Chehalis Basin  
Director

Date

Sarah Moorehead  
Executive Director

Date

Template Approved to Form by  
Attorney General's Office

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

## SCOPE OF WORK

Task Number: 1 **Task Cost:** \$11,341.00

Task Title: Grant Administration

### Task Description:

- A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; an EAGL (Ecology Administration of Grants and Loans) recipient close out report; and a two-page Final Report (including photos, if applicable). In the event that the RECIPIENT elects to use a contractor to complete project elements, the RECIPIENT shall retain responsibility for the oversight and management of this funding agreement.
- B. The RECIPIENT shall keep documentation that demonstrates the project is in compliance with applicable procurement, contracting, and interlocal agreement requirements; permitting requirements, including application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items. This document shall be made available to ECOLOGY upon request.
- C. The RECIPIENT shall maintain effective communication with ECOLOGY and maintain up-to-date staff contact information in the EAGL system. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

### Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant and loan administrative requirements.

### Task Expected Outcome:

- Timely and complete submittal of requests for reimbursement, quarterly progress reports, and Recipient Closeout Report.
- Properly maintained project documentation.

## Grant Administration

### Deliverables

Number	Description	Due Date
1.1	Progress Reports that include descriptions of work accomplished, project challenges, and changes in the project schedule. Submitted at least quarterly.	
1.2	Recipient Closeout Report (EAGL Form).	

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

## SCOPE OF WORK

Task Number: 2 **Task Cost:** \$227,695.00

Task Title: Project Initialization

### Task Description:

A. The RECIPIENT will build upon a previous ASRP project development focused on better understanding and advancing habitat stewardship for Oregon spotted frog (OSF) on privately held lands in Thurston County by:

- Providing educational and engagement opportunities, working on the development of the Phase 1 Conservation Benefits Agreement (CBA), and conducting targeted discussions to better understand landowner needs.
- Offering OSF conservation guidance and recommendations to landowners, while supporting the development of one OSF conservation project.
- Coordinating regularly with partners and strengthening capacity to support them through continued engagement with the Black River Local Strategy, U.S. Fish & Wildlife, and statewide OSF Workgroup meetings.

B. The RECIPIENT will ensure landowner outreach or outreach strategy development necessary to make a site-specific restoration or protection strategy within a near-term Geospatial Unit (GSU) will include data compilation, site assessment, coordination and planning. Outreach or outreach strategy development activities will include:

- A WDFW-initiated Cultural Resources Consultation.
- A minimum of one completed Site Assessment and Project Proposal (SAPP) form
- Collection of Landowner Acknowledgment Form
- A Written Report that outlines learnings from focal conversations and lays out our next steps for pursuing a OSF CBA in the Black River basin based on local strategy template elements.

C. The RECIPIENT will do a regional search for existing outreach content before producing any new materials. All educational materials developed under this agreement must include ECOLOGY, OCB [and Federal if applicable] funding recognition. Anticipated outreach material includes but are not limited to, mailed invitations, flyers, brochures, posters, factsheets, and digital media (social media, website content, blog posts).

D. If the RECIPIENT organizes and convenes community outreach events, such as a class, workshop, public presentation (online or in person), or tour, the RECIPIENT will provide an Outreach Summary after each event. The Outreach Summary will include the date, location, number of participants, and photos as relevant.

The event may include but is not limited to the following:

- A report documenting landowner willingness and site assessment information to Office of Chehalis Basin.
- Up to 8 events, and no more \$100 per meeting for light refreshments associated with this project.

### Task Goal Statement:

The goal is to engage and support private landowners through consistent education, technical assistance, and collaborative project development, and ultimately advancing a sustainable Conservation Benefits Agreement (CBA).

### Task Expected Outcome:

Agreement No: OCBASRP-2325-ThurCD-00023

Project Title: OSF Conservation Engagement in Black River Basin

Recipient Name: Thurston Conservation District

- Conducted 1-2 engagement and educational opportunities per year.
- Provided technical assistance and support to 5-7 private landowners per year.
- Developed one OSF conservation project.
- Worked towards a sustainable and realistic Conservation Benefits Agreement (CBA) that aligns with the needs of private landowners.

## Project Initialization

### Deliverables

Number	Description	Due Date
2.1	Upload to EAGL Final Report with Conservation Benefits Agreement CBA updates.	
2.2	Upload to EAGL the WDFW Cultural Resources Review letter.	
2.3	Upload to EAGL completed Site Assessment and Project Proposal (SAPP) form.	
2.4	Upload to EAGL Signed Landowner Acknowledgement(s). Provide a template agreement to the OCB Project Specialist for approval before obtaining landowner signature for all properties.	
2.5	Upload to EAGL agendas, attendance/sign-in sheets, outreach materials, and Outreach Summary after each outreach event. Provide a summary of this information in the Recipient Closeout Report (Task 1).	
2.6	Upload to EAGL copy of outreach presentation materials (PowerPoint or PDF).	
2.7	Upload to EAGL copy of draft educational materials for review and notify the OCB Project Specialist.	
2.8	Upload to EAGL copy of final educational materials.	

## BUDGET

**NOTE:** The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.

Description: 2023-2025 appropriation for the Chehalis Basin Strategy

<b>OCB 2325 HRP</b>	<b>Task Total</b>
Grant Administration	\$ 11,341.00
Project Initialization	\$ 227,695.00

Template Version 12/10/2020

Agreement No: OCBASRP-2325-ThurCD-00023  
 Project Title: OSF Conservation Engagement in Black River Basin  
 Recipient Name: Thurston Conservation District

### **Funding Distribution Summary**

#### **Recipient / Ecology Share**

<b>Funding Distribution Name</b>	<b>Recipient Match %</b>	<b>Recipient Share</b>	<b>Ecology Share</b>	<b>Total</b>
OCB 2325 HRP	0.00 %	\$ 0.00	\$ 239,036.00	\$ 239,036.00
<b>Total</b>		<b>\$ 0.00</b>	<b>\$ 239,036.00</b>	<b>\$ 239,036.00</b>

### **AGREEMENT SPECIFIC TERMS AND CONDITIONS**

N/A

### **SPECIAL TERMS AND CONDITIONS**

### **GENERAL FEDERAL CONDITIONS**

**If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.**

#### **A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY**

##### **EXCLUSION:**

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.



Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

## B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING

### REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$30,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required Unique Entity Identifier in [www.sam.gov](http://www.sam.gov) <http://www.sam.gov> within 30 days of agreement signature. The FFATA information will be available to the public at [www.usaspending.gov](http://www.usaspending.gov) <http://www.usaspending.gov>.

For more details on FFATA requirements, see [www.fsrs.gov](http://www.fsrs.gov) <http://www.fsrs.gov>.

## C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

1. Procure or obtain;
2. Extend or renew a contract to procure or obtain; or
3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf) <https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\)](https://sam.gov/SAM) <https://sam.gov/SAM> exclusion list.

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

## GENERAL TERMS AND CONDITIONS

### Pertaining to Grant and Loan Agreements With the state of Washington, Department of Ecology

#### GENERAL TERMS AND CONDITIONS

For DEPARTMENT OF ECOLOGY GRANTS and LOANS

07/01/2023 Version

#### 1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://fortress.wa.gov/ecy/publications/SummaryPages/2301002.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

#### 2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

#### 3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

#### 4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

- a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:
  - Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.

\* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

- For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).
- b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
  - Make the IDP readily available to anyone working at the project site.
  - Discuss the IDP with staff, volunteers, and contractors working at the project site.
  - Implement the IDP when Cultural Resources or human remains are found at the project site.
- c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.
- d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.
- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.
- e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

## 5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

## 6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

## 7. COMPENSATION

- a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.
- b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.
- c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.
- d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.
- e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.
- f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.
- g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email [PayeeRegistration@ofm.wa.gov](mailto:PayeeRegistration@ofm.wa.gov).
- h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.
- i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

#### 8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

#### 9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

#### 10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

#### 11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review.

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

## 12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at:

<https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

## 13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

## 14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

## 15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

#### 16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

#### 17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

#### 18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

#### 19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

#### 20. PROGRESS REPORTING

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.
- b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.
- c) RECIPIENT shall use ECOLOGY's provided progress report format.
- d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.
- e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

## 21. PROPERTY RIGHTS

- a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.
- b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.
- c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.
- d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.
- e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
- f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:
  - 1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.
  - 2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.
- g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.



Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

## 22. RECORDS, AUDITS, AND INSPECTIONS

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
  - b) Be kept in a common file to facilitate audits and inspections.
  - c) Clearly indicate total receipts and expenditures related to this Agreement.
  - d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.
- RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

## 23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

## 24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

## 25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

## 26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

## 27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

- a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.
- b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing,

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

## 28. TERMINATION

### a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**Failure to Commence Work.** ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

**Non-Performance.** The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

### b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**Non-Allocation of Funds.** ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no

Agreement No: OCBASRP-2325-ThurCD-00023  
Project Title: OSF Conservation Engagement in Black River Basin  
Recipient Name: Thurston Conservation District

event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments. If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of General Terms and Conditions



## BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b>		Ecology FY2025-27 Chehalis River Tributaries Data Collection Project	
<b>Lead Staff:</b>		Katrinka Hibler	<b>Board Meeting Date:</b> 08/27/25
<b>Goal of Presentation:</b>	<input checked="" type="checkbox"/> Decision	<input type="checkbox"/> Information	<input type="checkbox"/> Feedback
<b>Description/Background:</b>	<i>Please provide a description or background of the project.</i>		
<p>The Chehalis RM 56.5 to 58 Restoration Initialization project will collect data on two small tributaries to the Chehalis River to document their habitat conditions and current use and determine if they provide cold water refugia for returning spring chinook and other species. The final product will be restoration recommendations for the site. This project is a partnership with Wild Fish Conservancy through our MOU.</p>			
<b>Pros:</b>		<b>Cons:</b>	
<p>This project is a preliminary step in the project design process working with a great partner agency looking at two potential project parcels on the mainstem of the Chehalis.</p>		<p>Funding is 3/5ths of what we requested and consequently the project scope has been reduced.</p>	
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>			
<p>This project will provide funding to TCD as well as Wild Fish Conservancy. 30% overhead is allowed on TCD staff time.</p>			
<b>Recommended Action:</b>		<i>What decision do you recommend the board make?</i>	
<p>Please approve this grant award. The project will start in September and be completed in early 2027.</p>			
<b>Legal Review:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Not Required
<b>Supporting Documents:</b> <i>Please list below <b>and</b> attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>			
<p>Ecology Contract Project Description and work plan</p>			





## Agreement No. OCBASRP-2325-ThurCD-00042

### OFFICE OF CHEHALIS BASIN AQUATIC SPECIES RESTORATION PLAN AGREEMENT

#### BETWEEN

THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

#### AND

THURSTON CONSERVATION DISTRICT

This is a binding Agreement entered into by and between the state of Washington, Department of Ecology, hereinafter referred to as “ECOLOGY,” and Thurston Conservation District, hereinafter referred to as the “RECIPIENT,” to carry out with the provided funds activities described herein.

#### GENERAL INFORMATION

Project Title:	Chehalis RM 56.5 to 58 Restoration Initialization
Total Cost:	\$150,000.00
Total Eligible Cost:	\$150,000.00
Ecology Share:	\$150,000.00
Recipient Share:	\$0.00
The Effective Date of this Agreement is:	08/01/2025
The Expiration Date of this Agreement is no later than:	07/31/2027
Project Type:	Ecology Grant

#### Project Short Description:

The Chehalis RM 56.5 to 58 Restoration Initialization project addresses the Chehalis Basin Strategy Aquatic Species Restoration through landowner outreach and data collection located in Thurston County. The project focuses on collecting water temperature and assessing habitat conditions in two tributaries likely influenced by groundwater flow from the Scatter Creek Basin—a near-term reach.

#### Project Long Description:

The Chehalis RM 56.5 to 58 Restoration Initialization project addresses the Chehalis Basin Strategy Aquatic Species Restoration through landowner outreach and data collection located in Thurston County. This project collects data from two tributaries that are likely sustained by groundwater flow from the Scatter Creek Basin—a near-term reach.

Aquatic Species Restoration Program (ASRP) studies have documented the need for thermal refugia and resting habitat

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

nodes for returning salmon on their migration back to the cooler waters of the Skookumchuck and Newaukum rivers, highlighting the importance of restoration actions in this reach.

As part of this effort, the project includes a comprehensive review and synthesis of relevant data and reports to inform planning. Prior to beginning data collection activities, a QAPP addressing water quality data collection and a WDFW cultural resources assessment will be completed.

Data collection will occur in two key tributaries, focusing on water temperature, dissolved oxygen, conductivity, in-stream and riparian habitat conditions, seasonal aquatic species use, and tributary accessibility assessments via stage monitoring. These findings will be compiled into a report to identify priority areas and actions for habitat protection and restoration. Relationship-building with landowner partners and neighboring stakeholders is an integral part of the project, supporting long-term restoration success.

Overall Goal:

The overall goal is to identify, protect, and enhance thermal refugia for aquatic species within the project reach by assessing tributary conditions and developing site-specific protection and restoration strategies. Lessons learned through this project may be transferable and can be applied to other similar sites throughout the Chehalis Basin.

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

**RECIPIENT INFORMATION**

Organization Name: Thurston Conservation District

Federal Tax ID: 91-1011612  
UEI Number: RFVSKKZZLNU4

Mailing Address: 582 Tilley Court SE, Suite 152  
Tumwater, WA 98501

**Contacts**

<b>Project Manager</b>	Katrinka Hibler District Engineer  582 Tilley Court SE, Suite 152 Tumwater, Washington 98501 Email: <a href="mailto:katrinka@thurstoncd.com">katrinka@thurstoncd.com</a> Phone: (360) 878-0591
<b>Billing Contact</b>	Susan Shelton Finance & Admin Manager  582 Tilley Court, SE Suite 152 Tumwater, Washington 98501 Email: <a href="mailto:accounting@thurstoncd.com">accounting@thurstoncd.com</a> Phone: (360) 742-2313
<b>Authorized Signatory</b>	Katrinka Hibler District Engineer  582 Tilley Court SE, Suite 152 Tumwater, Washington 98501 Email: <a href="mailto:katrinka@thurstoncd.com">katrinka@thurstoncd.com</a> Phone: (360) 878-0591

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

**ECOLOGY INFORMATION**

Mailing Address: Department of Ecology  
Office of Chehalis Basin  
PO BOX 47600  
Olympia, WA 98504-7600

Physical Address: Office of Chehalis Basin  
300 Desmond Drive SE  
Lacey, WA 98503

**Contacts**

<b>Project Manager</b>	Noreen Bolo  PO Box 47600 Olympia, Washington 98504-7600 Email: nobo461@ecy.wa.gov Phone: (564) 250-0352
<b>Financial Manager</b>	Noreen Bolo  PO Box 47600 Olympia, Washington 98504-7600 Email: nobo461@ecy.wa.gov Phone: (564) 250-0352



Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

## SCOPE OF WORK

Task Number: 1

**Task Cost:** \$19,000.00

Task Title: Grant Administration

### Task Description:

- A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; an EAGL (Ecology Administration of Grants and Loans) recipient close out report; and a two-page Final Report (including photos, if applicable). In the event that the RECIPIENT elects to use a contractor to complete project elements, the RECIPIENT shall retain responsibility for the oversight and management of this funding agreement.
- B. The RECIPIENT shall keep documentation that demonstrates the project is in compliance with applicable procurement, contracting, and interlocal agreement requirements; permitting requirements, including application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items. This document shall be made available to ECOLOGY upon request.
- C. The RECIPIENT shall maintain effective communication with ECOLOGY and maintain up-to-date staff contact information in the EAGL system. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

### Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant and loan administrative requirements.

### Task Expected Outcome:

- Timely and complete submittal of requests for reimbursement, quarterly progress reports, and Recipient Closeout Report.
- Properly maintained project documentation.

## Grant Administration

### Deliverables

Number	Description	Due Date
1.1	Progress Reports that include descriptions of work accomplished, project challenges, and changes in the project schedule. Submitted at least quarterly.	
1.2	Recipient Closeout Report (EAGL Form).	

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

## SCOPE OF WORK

Task Number: 2 **Task Cost:** \$131,000.00

Task Title: Planning and Studies

### Task Description:

A. The RECIPIENT will carry out the planning and study activities, and submit all required documents to ECOLOGY. These activities will include development of the QAPP, conducting Cultural Resources consultation, purchasing and installing monitoring equipment, procuring a subcontract for Forward Looking Infrared (FLiR) data collection and processing, collecting field data, analyzing data, identifying and prioritizing thermal refugia protection and restoration opportunities, preparing a technical report, and conducting project-related landowner outreach. Required documents include the following:

1. A WDFW-initiated Cultural Resources Consultation.
2. A minimum of one completed Site Assessment and Project Proposal (SAPP) form.
3. A minimum of one signed Landowner Acknowledgment Form.
4. A Quality Assurance Project Plan (QAPP) approved by ECOLOGY.
5. Imagery data produced by the FLiR data collection and processing.
6. A Data Delivery Final Report with a review of existing relevant data and reports, assessment results, and habitat protection and restoration recommendations.

B. The RECIPIENT will purchase equipment for the data collection activities. Materials may include water and air temperature loggers, staff gauges, game cameras, and the required accessories for installation. The total cost of the equipment purchased under this task will not exceed \$5,000. These equipment items will be retained by the RECIPIENT for the intended purpose of the project.

The RECIPIENT will submit product details and costs for all equipment or tool purchases for approval by ECOLOGY prior to purchasing the equipment or tool. This includes documentation on the process used to procure the equipment. No reimbursement will be made for equipment or tools that are not approved by ECOLOGY prior to purchase.

The RECIPIENT shall procure the equipment in accordance with state laws.

### Task Goal Statement:

The goal is to conduct landowner outreach, site assessments, data collection and compilation, data analysis, and reporting to identify and prioritize thermal refugia protection and restoration opportunities.

### Task Expected Outcome:

A Data Delivery Final Report that incorporates the collected data and provides habitat assessments along with targeted restoration recommendations.

Agreement No: OCBASRP-2325-ThurCD-00042

Project Title: Chehalis RM 56.5 to 58 Restoration Initialization

Recipient Name: Thurston Conservation District

**Planning and Studies****Deliverables**

Number	Description	Due Date
2.1	Upload to EAGL executed contract, interlocal agreement, or memorandum of understanding for subcontract work, including amendments (if applicable).	
2.2	Upload to EAGL the WDFW Cultural Resources Review letter.	
2.3	Upload to EAGL completed Site Assessment and Project Proposal (SAPP) form.	
2.4	Upload to EAGL Signed Landowner Acknowledgement(s). Provide a template agreement to the OCB Project Specialist for approval before obtaining landowner signature for all properties.	
2.5	Upload to EAGL Quality Assurance Project Plan (QAPP) approved by ECOLOGY.	
2.6	Upload to EAGL FLiR data, post-processing, and analysis.	
2.7	Submittal of product details and cost for equipment or tool purchase to ECOLOGY for review.	
2.8	Documentation of the procurement process for subcontractor work and equipment purchase.	
2.9	Upload to EAGL Data Delivery Final Report with habitat enhancement and restoration recommendations.	

## BUDGET

**NOTE:** *The above funding distribution number is used to identify this specific agreement and budget on payment remittances and may be referenced on other communications from ECOLOGY. Your agreement may have multiple funding distribution numbers to identify each budget.*

Approved Indirect Costs Rate:	Approved State Indirect Rate: 30%
Recipient Match %:	0%
InKind Interlocal Allowed:	No
InKind Other Allowed:	No
Is this Funding Distribution used to match a federal grant?	No

<b>OCB 2325 HRP</b>	<b>Task Total</b>
Grant Administration	\$ 19,000.00
Planning and Studies	\$ 131,000.00

Template Version 12/10/2020

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

### **Funding Distribution Summary**

#### **Recipient / Ecology Share**

<b>Funding Distribution Name</b>	<b>Recipient Match %</b>	<b>Recipient Share</b>	<b>Ecology Share</b>	<b>Total</b>
OCB 2325 HRP	0.00 %	\$ 0.00	\$ 150,000.00	\$ 150,000.00
<b>Total</b>		<b>\$ 0.00</b>	<b>\$ 150,000.00</b>	<b>\$ 150,000.00</b>

### **AGREEMENT SPECIFIC TERMS AND CONDITIONS**

N/A

### **SPECIAL TERMS AND CONDITIONS**

### **GENERAL FEDERAL CONDITIONS**

**If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.**

#### **A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY**

##### **EXCLUSION:**

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

## **B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING**

### **REQUIREMENTS:**

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$30,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required Unique Entity Identifier in [www.sam.gov](http://www.sam.gov) <http://www.sam.gov> within 30 days of agreement signature. The FFATA information will be available to the public at [www.usaspending.gov](http://www.usaspending.gov) <http://www.usaspending.gov>.

For more details on FFATA requirements, see [www.fsrs.gov](http://www.fsrs.gov) <http://www.fsrs.gov>.

## **C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:**

As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

1. Procure or obtain;
2. Extend or renew a contract to procure or obtain; or
3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf) <https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\)](https://sam.gov/SAM) <https://sam.gov/SAM> exclusion list.

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

DRAFT

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

## GENERAL TERMS AND CONDITIONS

### Pertaining to Grant and Loan Agreements With the state of Washington, Department of Ecology

#### GENERAL TERMS AND CONDITIONS

For DEPARTMENT OF ECOLOGY GRANTS and LOANS

07/01/2023 Version

#### 1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://fortress.wa.gov/ecy/publications/SummaryPages/2301002.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

#### 2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

#### 3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

#### 4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

- a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:
  - Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.
  - \* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.
  - For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).



Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
- Make the IDP readily available to anyone working at the project site.
- Discuss the IDP with staff, volunteers, and contractors working at the project site.
- Implement the IDP when Cultural Resources or human remains are found at the project site.

c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.

d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.

e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

## 5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

## 6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

## 7. COMPENSATION

a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.

b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.

c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.

d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.

e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.

f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.

g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk.

To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email [PayeeRegistration@ofm.wa.gov](mailto:PayeeRegistration@ofm.wa.gov).

h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.

i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

#### 8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

#### 9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

#### 10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

#### 11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review. The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

## 12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at:

<https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

## 13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

## 14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

## 15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

#### 16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

#### 17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

#### 18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

#### 19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

#### 20. PROGRESS REPORTING

- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.

b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.

c) RECIPIENT shall use ECOLOGY's provided progress report format.

d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.

e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines.

RECIPIENT shall use the ECOLOGY provided closeout report format.

## 21. PROPERTY RIGHTS

a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.

b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.

c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.

d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.

e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.

f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:

1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.

2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.

g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

## 22. RECORDS, AUDITS, AND INSPECTIONS

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
  - b) Be kept in a common file to facilitate audits and inspections.
  - c) Clearly indicate total receipts and expenditures related to this Agreement.
  - d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.
- RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

## 23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

## 24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

## 25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

## 26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

## 27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

- a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.
- b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing,

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

## 28. TERMINATION

### a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**Failure to Commence Work.** ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

**Non-Performance.** The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

### b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

**Non-Allocation of Funds.** ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments.

Agreement No: OCBASRP-2325-ThurCD-00042  
Project Title: Chehalis RM 56.5 to 58 Restoration Initialization  
Recipient Name: Thurston Conservation District

If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of General Terms and Conditions



# Gaining Reach Habitat Assessment of Chehalis River Tributaries, River Mile 57.1 to 58.8

## Modified for the 2025 ASRP Grant Award of \$150,000

**Project Sponsor:** Thurston Conservation District in partnership with Wild Fish Conservancy

This ASRP long-term priority area (Figure 1) offers an opportunity to explore how to best identify and implement node restoration projects in hydraulic gaining reaches to increase or protect thermal refugia. This project will help habitat restoration and protection practitioners refine techniques for identifying thermal refugia and inform the suite of protection and restoration actions found to be appropriate and effective at thermal refuge sites.

In 2011 the USGS published a report on the “Hydrogeologic Framework and Groundwater/Surface-Water Interactions of the Chehalis River Basin, Southwestern Washington” (Gendaszek, 2011). The report identified a gaining reach between RM 57.1 to 58.8 (segment F in Figure 1) leading to the questions: Are Scatter Creek Aquifer ground water contributions producing cool water inputs to the mainstem that might provide thermal refugia to fish species there? Within the reach, are tributaries

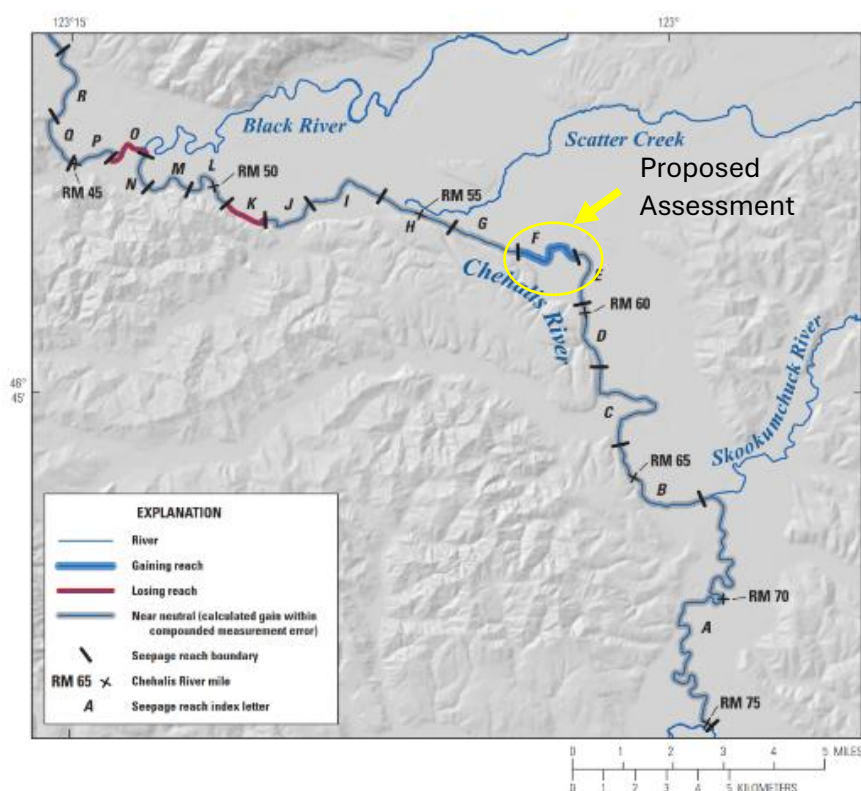


Figure 1 - Streamflow gaining, losing, and near neutral reaches, central Chehalis River basin, southwestern Washington, August 2010 (Gendaszek, 2011) with the project area circled in yellow.

or their confluences currently acting as thermal refugia for fish? If not, are there ways to restore natural processes that would provide thermal refugia in gaining reaches like this one?

Water temperatures in the mainstem Chehalis are elevated during the summer months, posing a risk to Spring Chinook and other native cold water aquatic species (Winkowski 2023). Anecdotally, Chehalis tribal fisherman have noticed returning salmon nosing into the mouths of small tributaries in this reach (Colleen Parrott 2024 personal communication) suggesting they may be finding cooler and/or more oxygenated water to rest in.

Several studies highlight the need for thermal refugia as well as the opportunities that may be provided by the small tributaries in this reach. The Washington Coast Thermalscape Model characterizes spatial variability in August stream temperatures in the Chehalis watershed (Winkowski 2023). Mean August stream temperature (°C) predicted for current baseline (1993-2021) conditions within the project reach indicate the subject tributaries are cooler than the mainstem (Figure 2). WDFW's (2021) coho intrinsic potential (IP) model identifies fair to good coho habitat potential within the project reach tributaries (Figure 3), indicating the potential for use by coho and other salmonids with similar physical habitat needs. This assessment will evaluate salmonid use and thermal conditions within the study tributaries during the summer months.

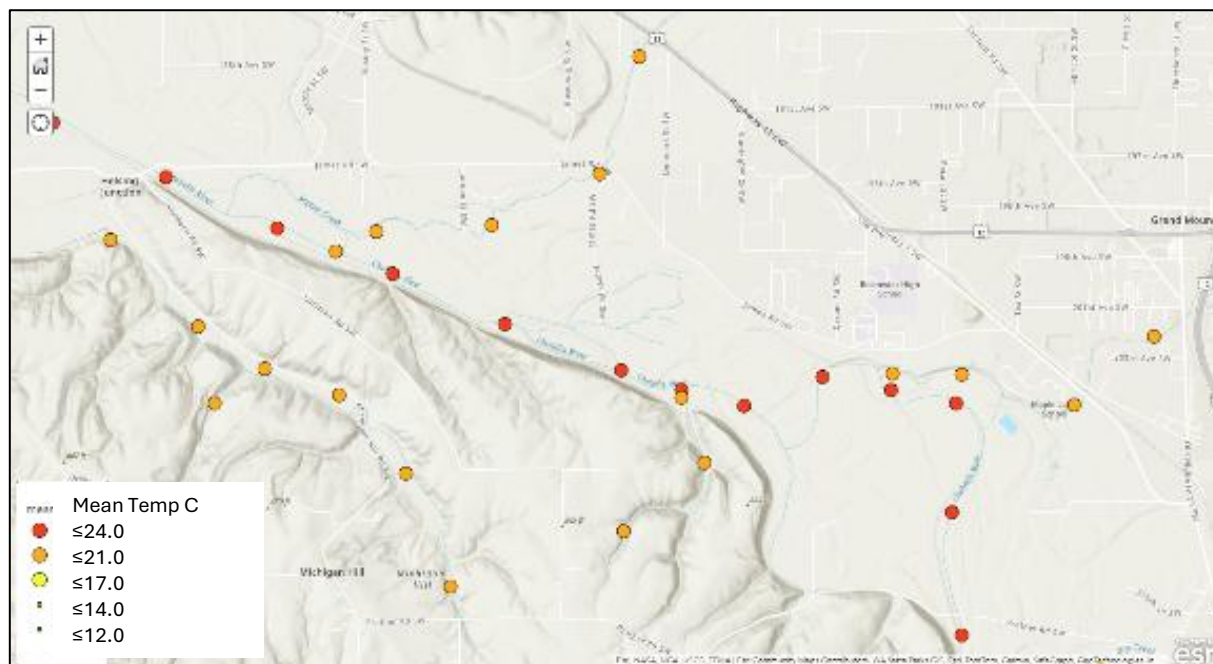


Figure 2- Washington Coast Thermalscape Model results for mean August stream temperature (°C) predicted for current baseline (1993-2021) conditions within the project reach.

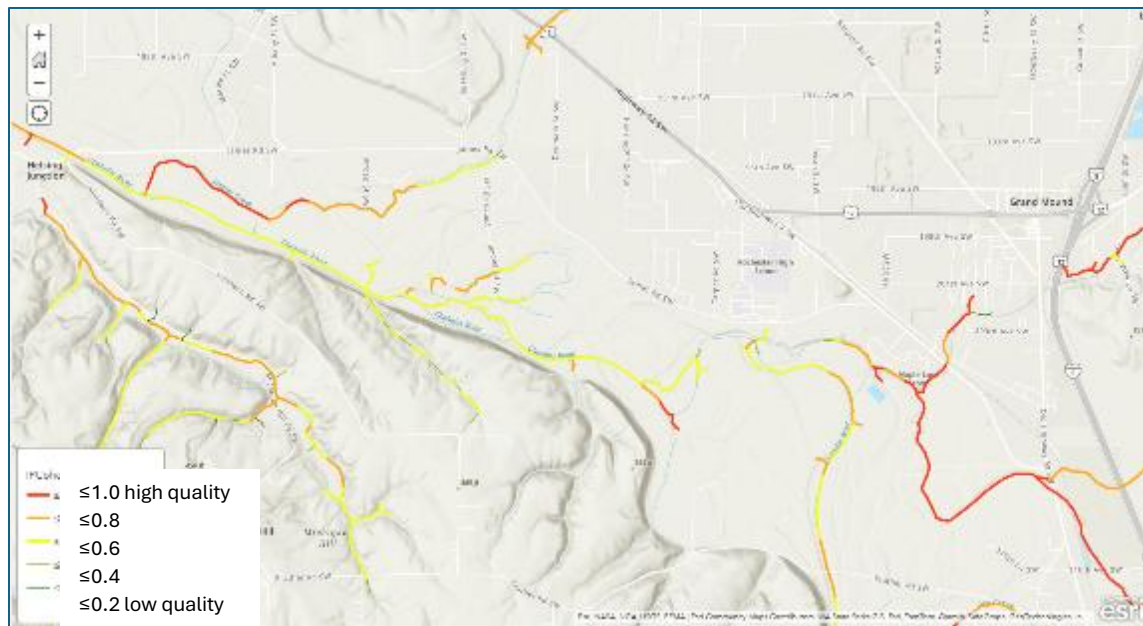


Figure 3- WDFW Coho Intrinsic Potential (IP) Model (2021) results within the project reach.

Geomorphic mapping of the Chehalis River highlights the topography left by channel migration in the project reach. Several of these right bank geomorphic features are small tributaries that may be fed by Scatter Creek aquifer ground water. This study will focus on documenting the water temperature, dissolved oxygen levels and conductivity in these tributaries and will investigate if the tributaries are currently offering thermal refugia for fish, are accessible to fish as off channel thermal refugia or if they offer opportunities for development as node restoration projects for thermal refugia (Figure 4).

By answering the following questions, this assessment may inform node habitat restoration and enhancement projects within the reach. Lessons learned could also be applied to other gaining reaches in the Chehalis basin.

1. Do the tributaries and groundwater springs in this reach have the potential to provide habitat favorable for spring chinook and other species?
2. What opportunities are there to protect, create, or improve thermal refugia in the study tributaries? These opportunities might include: cold water seeps, eddies that trap cooler water at the confluence of a tributary and the mainstem, tributaries with cooler water that are accessible to aquatic species during the warmest parts of the day, areas where engineered log structures could be used to develop deep pools to collect cooler waters from tributaries or groundwater seeps.
3. What opportunities are there to provide other habitat features to encourage species' use of thermal refugia that might exist? For example: could engineered log jams provide deep

pools, could grading be used to improve access to or create side channels fed by cooler ground water

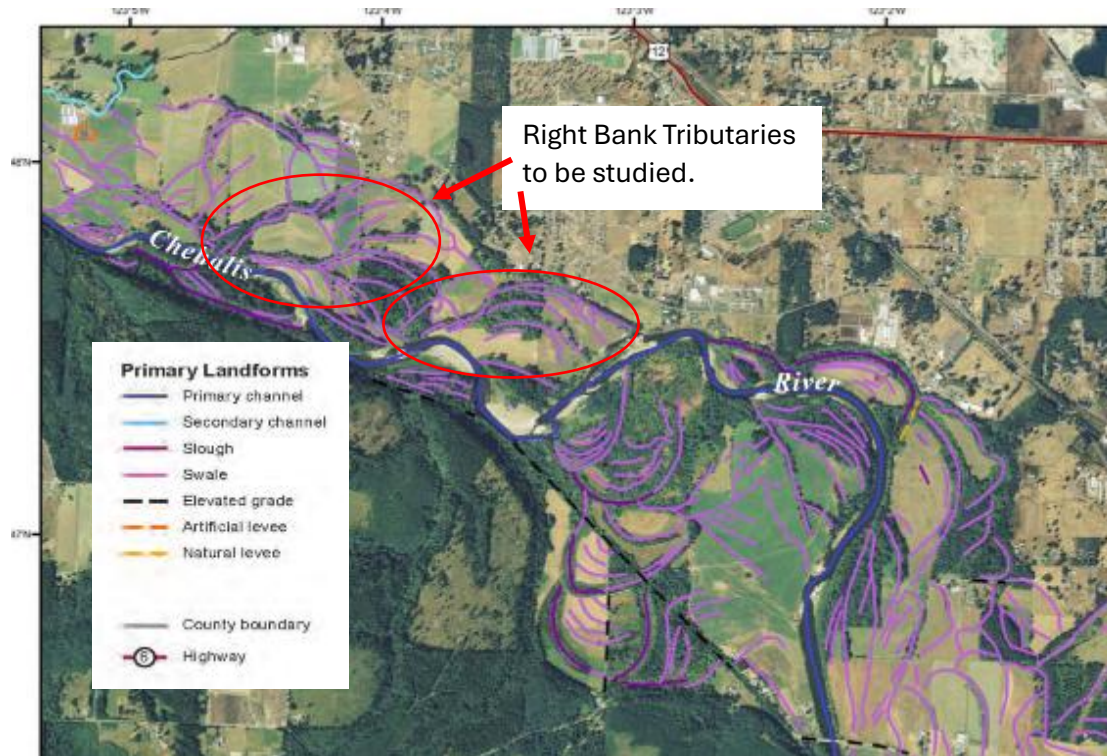


Figure 4 – Oxbows and paleochannels identified in the reach (Slaughter, 2014)

## Monitoring Proposal

### Monitoring Plan Goals

1. Complete a review of existing relevant data and reports.
2. Collect data documenting water temperature, conductivity, and dissolved oxygen at strategic locations to better understand the existing instream habitat conditions the tributaries and their confluences provide.
3. Identify what aquatic species are using the tributaries and their confluences, and when they are being used.
4. Document riparian and instream habitat characteristics in the tributaries and at their confluences.
5. Report on monitoring findings to inform priority habitat protection and restoration opportunities (e.g. water quality improvements, fish passage improvements, riparian restoration, farm BMPs, large wood additions, beaver dam analogs, etc.) to address factors that may limit productivity of aquatic species.
6. Strengthen relationships with landowners in this gaining Chehalis reach with high restoration potential.

## **Monitoring Plan -2026**

### **Water Quality Monitoring**

Ten water temperature loggers and two air temperature loggers will be installed at strategic locations (Figure 5) following Washington State Department of Ecology's Standard Operating Procedure for Continuous Temperature Monitoring of Freshwater Rivers and Streams, EAP080v2.2, or equivalent. The team will install Onset dataloggers to record hourly water temperature in two privately-owned right bank tributaries (known cooperative landowner sites). A general description of the logger placement is given below with the understanding that water temperature loggers will be placed based on the conditions found in the field.

1. In the mainstem, off the right-bank just upstream from the tributaries to document mainstem water temperatures before tributary influence.
2. In each tributary, upstream from the mouth outside of any summer-flow backwater influences, to document tributary water temperatures before the water mixes with the mainstem flows.
3. In each tributary, approximately one third its full length from the mouth.
4. In each tributary, approximately two thirds its full length from the mouth.
5. In the mainstem, off the right bank just downstream from the tributaries to document mainstem water temperatures after tributary influence.

In addition, dissolved oxygen and conductivity grab samples (YSI meter) will be collected at each site when temperature loggers are deployed and at each subsequent quarterly visit.



## Monitoring Sites



Figure 5 - Proposed and existing monitoring locations. The USGS gauges provide real-time discharge and/or stage data.

### **Assess Tributary Connectivity and Accessibility**

Install staff plates at the downstream end of tributaries and make observations (in person and via trail camera) during different spring, summer, and fall stages, to be correlated with reach-adjacent USGS gauges.

### **Habitat and Fish Use Assessment**

A qualitative habitat assessment will be performed to characterize the condition of fish habitat in the tributaries and at their confluences. The assessment will also identify and prioritize habitat protection and restoration opportunities (e.g. riparian restoration, fish passage restoration, livestock exclusion and other farm BMPs, LWD addition, BDA installation, channel naturalization, etc.). Targeted snorkeling and underwater video surveys will be performed during summer low flow conditions to visually document what fish species are holding in the vicinity of the mouths of these streams and whether they are accessing the tributaries.

### **Environmental DNA (eDNA) Sampling**

The team will collect a metabarcoding eDNA sample 20ft upstream from the mouth of each of the two unnamed tributaries to determine aquatic species presence (fish and amphibians). Samples will be collected four times during the year, as flows permit, to identify seasonal changes in tributary use by aquatic organisms (fish and amphibians). Samples will be collected using the USGS “Environmental DNA Sampling Protocol – Filtering water to Capture DNA from Aquatic Organisms” Techniques and Methods 2-A13, or equivalent. Supplemental snorkeling, trapping, or electrofishing surveys may be conducted depending on the results of the eDNA sampling.

### **Forward Looking Infrared (FLIR)**

FLIR will be used to map surface water temperatures within the mainstem project reach during summer low-flow conditions if continuous temperature monitoring indicates that tributaries are influencing or have the potential to influence mainstem water temperatures. Significant temperature variation is required for FLIR to provide useful information.

### **Deliverables**

The project team will provide all collected data and a written report documenting the assessment methods and results, identifying additional data gaps to be addressed, prioritizing habitat and water quality protection and restoration opportunities, and discussing transferability of lessons-learned to other hydraulic gaining reaches in the Chehalis identified in the 2010 USGS Hydrogeologic framework and groundwater/surface-water interactions of the Chehalis River basin.

## References

Gendaszek, A.S., 2011, Hydrogeologic framework and groundwater/surface-water interactions of the Chehalis River basin, Washington: U.S. Geological Survey Scientific Investigations Report 2011-5160, 42 p. <https://pubs.usgs.gov/sir/2011/5160/>

Slaughter, S. L.; Hubert, I. J., 2014, Geomorphic Mapping of the Chehalis River Floodplain, Cosmopolis to Pe Ell, Grays Harbor, Thurston, and Lewis Counties, Washington: Washington Division of Geology and Earth Resources Information Circular 118, 59 p. map book, scale 1:28,000 and 2 p. text.

Sullivan CJ, Vokoun JC, Helton AM, Briggs MA, Kurylyk BL. An ecohydrological typology for thermal refuges in streams and rivers. *Ecohydrology*. 2021;14: e2295. <https://doi.org/10.1002/eco.2295>

Winkowski, J.J. 2023. Updating Spatial Stream Network Models of August Stream Temperature for the Washington Coast Salmon Recovery Region. Washington Department of Fish and Wildlife. Olympia, Washington. FPT 23-04.

WDFW letter to landowner dated August 19, 2019, reporting on a habitat, amphibian, fish and bird survey completed in August of 2017 in one of the tributaries that will be addressed in this project.





## BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b>	RCO FY2025-31 South Sound Shore Friendly Program - Applicant Authorization		
<b>Lead Staff:</b>	Karin Strelloff	<b>Board Meeting Date:</b>	08/27/25
<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 form authorizes a Thurston Conservation District application to the Estuary and Salmon Restoration Program (ESRP) grant round for 2025-2031 programmatic Shore Friendly funding in collaboration with Pierce and Mason Conservation District.			
<b>Pros:</b> Thurston CD will coordinate the South Sound partner Conservation Districts to continue this highly successful marine shoreline technical assistance and restoration program.	<b>Cons:</b> n/a		
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>			
The estimated budget for this Shore Friendly program from July 1, 2025-June 30, 2031 is \$2,051,187. This amount may increase via future amendments.			
<b>Recommended Action:</b>	<i>What decision do you recommend the board make?</i>		
Approve resolution			
<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>			
RCO Applicant Resolution/Authorization form			





## Applicant Resolution/Authorization

Organization Name (sponsor) \_\_\_\_\_

Resolution No. or Document Name \_\_\_\_\_

Project(s) Number(s), and Name(s) \_\_\_\_\_

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	
Project contact (day-to-day administering of the grant and communicating with the RCO)	
RCO Grant Agreement (Agreement)	
Agreement amendments	
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. **[for Acquisition Projects Only]** Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property]** Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property]** Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. **[Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant]** Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

On File at: \_\_\_\_\_

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:  
(Local Governments and Nonprofit Organizations Only):

Location: \_\_\_\_\_ Date: \_\_\_\_\_

Washington State Attorney General's Office

Approved as to form Brian Toller 2/13/2020  
Assistant Attorney General Date

**You may reproduce the above language in your own format; however, text may not change.**

# Item

# 5

WACD and NACD Update for  
Thurston Conservation District  
Meeting of August 27, 2025

**WACD**

- **WACD board** will not be meeting again until September 15 although the executive committee will continue meeting about every two weeks.
- WACD has requested the Forest Practices Board extend the comment period for the proposed rule requiring **buffers on Np waters** (non-fish perennial) on all private forest lands. The concern was brought forth by the Cowlitz CD and there is potential for significant fiscal impacts on both private landowners and the state budget, as well as the broader regulatory implications.
- The [Plant Materials Center](#) has published its [plant availability](#) information for the 2025/2026 season.
- WACD's **Southwest area meeting** is scheduled for Thursday, October 16 and is hosted by Wahkiakum CD.
- A resolution initiated by Thurston CD, **Resolution 2023-03 – Reducing and Recycling Plastics in Agriculture and Natural Resources has received attention**. Zero Waste Washington surveyed producers about common on-farm plastics used and the challenges in recycling those plastics. [Zero Waste Washington](#) conducted a pilot project to trial alternative products that were more durable and longer lived to reduce waste on farms. The results of the pilot project are [here](#).

**NACD**

- **Proposals being accepted for NACD's 2026 Annual Meeting Breakout session** - NACD is now accepting breakout session proposals for the upcoming 2026 Annual Meeting to be held in San Antonio, Texas, on February 14-19, 2026. If you have any questions or would like to discuss your proposal before submitting, please reach out to NACD's Director of Membership Engagement, Dr. Ariel Rivers, at [ariel-rivers@nacdnetwork.org](mailto:ariel-rivers@nacdnetwork.org).
- Executive Order aimed at overhauling the **federal grantmaking process**. The order, titled "[Improving Oversight of Federal Grantmaking](#)," directs each agency head to designate one or more senior appointees to be responsible for creating a new process to review funding opportunities. Agency heads have until **September 6** to review standard grant terms and conditions and submit a report to the OMB Director detailing progress on the order.
- Congress August Recess – (until September 2) – Most of our delegation members are in their home district this month so now is a good time to reach out to them (and their staff) to let them know your views.
- From the **NACD 2025 Summer Meeting**
  - Things are still in flux, therefore not much credible information to share. CEO Peters advice is to stay out of the guessing game and keep focused on our mission and values.
  - NACD is commencing work on a three year strategic plan update with achievable goals, defined action items, and tactics. Effort is to include CDs.
  - Canon will once again be a prime sponsor of Envirothon for 2026.
  - Guam is likely the site of the **Pacific/SW 2026 regional meeting**.
  - **NRCS Chief Aubrey Bettencourt's Comments**
    - Initiatives -Farmers first, with dollars on the landscape and ROI on those efforts. Enhance broadband connectivity. Have the plan fit the farmer, not the farmer fit the plan.
    - Looking to get credit in the regulatory arena for the voluntary environmental benefits provided. In the market arena engage big companies and work with them as they seem to be attempting to take credit for what is actually done by farmers.
    - The farmer is the hero of the story – 2% of the population provides benefits to the 98%.
    - Measure success in more than dollars and acres -e.g., environmental benefits provided.

# Item

# 6



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

September 24, 2025, 5:00 pm - 7:50 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: Green Congress Debrief & Summer Institute for Teachers, *Sam Nadell*
3. Community Partner Presentation, *TBD*
4. Year End Board Meeting Schedule, *All*
5. Fall Legislative Tours, *Executive Director Moorehead*,
6. TCD Bulb & Seed Sale & Harvest Festival Update, *Executive Director Moorehead*
7. Strategic Planning Process, *Executive Director Moorehead*
8. Long-Term Funding Committee, *TJ Johnson (Chair), Executive Director Moorehead*
9. Important Updates & Announcements
  - a. Board of Supervisors, *All*
  - b. Executive Director, *Sarah Moorehead (Executive Director)*

---

### Board Meeting

6:30 pm – 7:50 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. August 27, 2025, Board Work Session & Meeting Minutes | 5 minutes            |
| B. September Financial Report                            |                      |
| 4. Public Comment  | 6:45 PM              |
| *Three minutes per person                                | 10 minutes           |



- |  |                    |
|--|--------------------|
| <b>5. Partner Reports (<i>if present</i>)</b>  | <b>6:55 PM</b>     |
| A. Natural Resources Conservation Service, (NRCS) <i>DaShell Burnham</i>   | <i>15 minutes</i>  |
| B. Washington State Conservation Commission (WSCC), <i>Josh Giuntoli</i>   |                    |
| C. Washington Association of Conservation Districts (WACD), <i>Doug Rushton</i>  |                    |
| D. National Association of Conservation Districts (NACD), <i>Doug Rushton</i>  |                    |
| <br><b>6. Governance, <i>All</i> – Action Item</b>   | <br><b>7:10 PM</b> |
| A. October 28, 2025 Work Session Topic List & Meeting Agenda Development   | <i>15 minutes</i>  |
| <br><b>7. Executive Session: To Consider the selection of a site or the acquisition of real estate</b>   | <br><b>7:25 PM</b> |
| <i>RCW 42.30.110 (1b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.</i> | <i>20 minutes</i>  |
| <br><b>8. Executive Session Report Out – Action Item</b>   | <br><b>7:45 PM</b> |
|  | <i>5 minutes</i>   |
| <br><b>Adjourn</b>   | <br><b>7:50 PM</b> |
- Informational Only Items:**
- I. *Executive Director’s Report*
  - II. *September Ecology Nonpoint Newsletter*

---

### Important Future Dates

#### October 2025

TCD Bulb & Seed Sale & Harvest Festival	Oct 4
WACD Southwest Area Meeting, Wahkiakum CD	Oct 16
Orca Recovery Day	Oct 18
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Oct 28

#### November 2025

Veterans Day, TCD Office Closed	Nov 11
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Nov 25
Thanksgiving, TCD Office Closed,	Nov 27
Native American Heritage Day, TCD office Closed	Nov 28

#### December 2025

WACD Annual Conference, Spokane, WA	Dec 1-3
WSCC Commission Meeting, Spokane, WA	Dec 04
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Dec 23
TCD closed, Christmas Day	Dec 25

# Informational Items

# Executive Director's Report

Sarah Moorehead – Executive Director

August 27, 2025

## **Priority Initiative Updates**

### **Conservation and Education Center Search**

Staff have been working with the Employment Security Department to finalize the Interlocal Agreement to begin the property search process. The CEC Committee will convene in September as the search begins to review and provide direction to further the process.

### **TCD Crew In Action!**

TCD's Restoration Crew – made up of staff, community interns, students and veterans – perform on-the-ground conservation every day from planting trees in the winter to removing invasive plant species in the summer.



In addition to continual digging and mulching of areas with Himalayan Blackberry, our crew recently, under direction of our certified pesticide applicators, learned how to treat Yellow flag iris.

Yellow flag iris is a wetland invader that can be beautiful but causes major problems. It spreads rapidly through rhizomes and seeds, crowds out native wetland species, and can alter water flow and reduce habitat for wildlife. It's also incredibly hard to remove by digging alone, because even small fragments can regrow.

The best method for removal is wick wiping, a technique where a special aquatic formula herbicide is applied directly to the plant's leaves using sponges and tongs. This allows us to target the iris without spraying, which is especially important in sensitive wetland areas. It's slower, but it minimizes risk to native species and helps ensure we're treating the problem as carefully and effectively as possible.

TCD's restoration crew offers the opportunity for individuals looking to enter into the conservation and restoration field the opportunity to obtain on the ground experience and find career pathways in the field. This creates an important pipeline of experienced job candidates for TCD and others, as well as offers expert training, certification programs and a diversity of work and networking opportunities for participants! Thank you TCD Restoration Crew!

## TCD & Partners Host Farmland Succession Forum



TCD joined Washington Farmland Trust, American Farmland Trust, South of the Sound Community Farmland Trust, Veterans support organizations, farmers, ranchers, and succession professionals to host an event for agricultural producers and landowners to discuss how and why succession planning for farmland is vital and important to their operation and our community.

**Key Message:** As farmers age, younger generations move away from farming, and pressure to sell farmland to developers for purposes other than farming increase, information and support for navigating the transition become key to ensuring our food system remains viable.

More information from TCD provided to participants and others who are interested tools and resources can be found here: <https://www.thurstoncd.com/working-lands/south-sound-farmlink/resources-2/>

## **District Operations**

### **July 23, 2025 Board Meeting Action Items**

- No action items.

### **Financial Strategic Plan Principles**

A draft product of our internal Long-Term Financial Strategic Planning Committee is attached for your review and discussion at the August Board Work Session – *Long Term Financial Strategy – Guiding Principles*.

This set of principles sets the foundation for a shared understanding of how TCD governs its finances and makes decisions regarding the work of the District, in alignment with its mission.

These principles will be included in TCD’s Strategic Plan to support the implementation of the plan throughout changing and unknown funding horizons.

### **Strategic Planning Update**

Attached is a summary of community feedback gathered thus far in our planning process for review and discussion at the August Work Session.

Please see the updated strategic planning timeline:

Date	Activity	Objective	Who
July 23 <sup>rd</sup>	Strategic Planning Orientation	Orient Board to Strategic Planning process,	Board & ED

		objectives and materials @ July Board Meeting	
July 31 <sup>st</sup> – August 26 <sup>th</sup>	Community Data Collection	High level community priorities survey	Community
August 4 <sup>th</sup>	Board Strategic Vision Session	Dream, brainstorm and reimagine TCD's mission and vision	Board & ED
August Staff Meeting	Staff Strategic Planning Discussion	Review planning process, Engage	ED & Staff
August 4 <sup>th</sup>	Set Priorities	Discuss Priorities, Engagement & Governance	Board & ED & Directors
August 27 <sup>th</sup>	Review Community	Review Community Feedback @ August Board Meeting	Board
August 19 <sup>th</sup> – September 20 <sup>th</sup>	Draft Plan	Draft plan language and metrics	Staff
September 24 <sup>th</sup> (Board Meeting)	Review Draft Progress	Review drafted plan sections completed and provide further guidance/revision @ September Board Meeting	Board
October 4 <sup>th</sup>	Community Data Collection on Draft Priorities	Community data collection @ Harvest Festival and electronically	Community
October 28 <sup>th</sup>	Review Draft Plan Update	Review Draft Plan Update and Community Feedback	Board
November Board Meeting	Adopt Strategic Plan		Board

### 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.



## Welcome!

Welcome to the latest edition of the Southwest Regional Nonpoint Newsletter from the Washington State Department of Ecology! Below, you'll find our monthly updates on ongoing projects, events, and resources relating to nonpoint source pollution and water quality in southwestern Washington.



## Previous and Upcoming Events

## **Thurston County Fair**

**July 31st - August 3rd**

We had a blast at the Thurston County Fair! From July 31st- August 3rd our Water Quality staff facilitated environmental education activities, distributed informational handouts, and established valuable new connections with local residents.



## **Falls Fest**

**September 27th**

Visit the Department of Ecology's booth at [Falls Fest in Tumwater on September 27th!](#) We will be handing out riparian zone coloring sheets, sharing information about 6PPD, answering questions about our work, and using the Enviroscope to teach folks about water pollution. We hope to see you there!

## **Have An Event In Mind?**

**If you think your community event would benefit from having Water Quality staff present, let us know!**

# **Tackling Nonpoint Pollution**



## Tracking Nonpoint Pollution: July 2025

### Environmental Report Tracking System (ERTS):

In July, we received a total of **9 ERTS reports** from community members in southwestern Washington. See the attached table for the location of the reports by county.

County	ERTS	Watershed Evals
Mason	0	0
Thurston	0	0
Pierce	3	1
Lewis	1	0
Grays Harbor	2	0
Pacific	0	0
Clallam	0	0
Jefferson	0	0
King	0	0
Cowlitz	1	0
Skamania	0	0
Wahkiakum	0	0
Clark	3	1

### Watershed Evaluations:

In addition to responding to ERTS reports, our team proactively addresses

nonpoint pollution through watershed evaluations. These evaluations involve visits to targeted areas during the wet season where we assess potential sites from public rights-of-way. In the month of July, we conducted a total of **2 watershed evaluations** as listed in the table above. During these evaluations a total of **10 new sites were identified** in southwestern Washington.

### Technical Assistance and Warning Letters:



Directly addressing ERTS reports and identified sites of concern from watershed evaluations, Ecology's Nonpoint staff generate and send Technical Assistance (TA) letters as a means of communicating

County	TA 1	TA 2	Warning Letter
Mason	0	0	0
Thurston	0	0	0
Pierce	0	0	1
Lewis	0	0	0
Grays Harbor	0	0	0
Pacific	0	0	0
Clallam	0	0	0
Jefferson	0	0	0
King	0	2	2
Cowlitz	0	0	0
Skamania	0	0	0
Wahkiakum	0	0	0
Clark	0	0	0

nonpoint related issues to landowners/ operators and establishing a collaborative plan for BMP implementation. If a landowner is unwilling or unresponsive regarding a nonpoint issue on their property a Warning Letter is issued in a final attempt to detail the violation and its potential consequences, available resources, and a timeline for compliance. In July 2025, our staff sent out a total of **2 TA letters and 3 Warning Letters** across southwestern Washington as depicted in the chart attached.



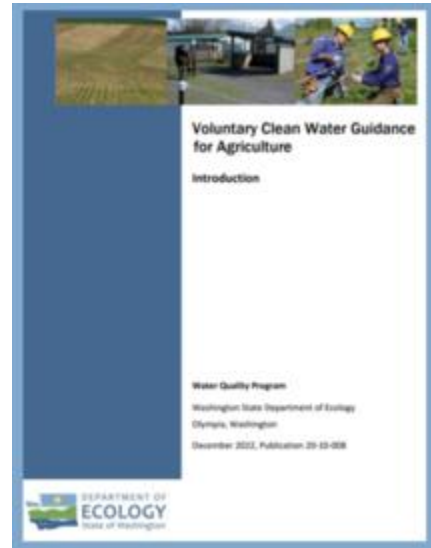
## Explore Nonpoint Pollution Strategies

Our [Nonpoint Pollution Webpage](#) provides general information on nonpoint pollution, details about the types of pollutants we manage and our efforts to address them. It also covers our regulatory authority, ongoing statewide plans,

the processes we use to collaborate with local partners and landowners and more.

### **Seeking More Information on Ecology's BMPs?**

Check out our [Voluntary Clean Water Guidance for Agriculture](#), a guide to water quality BMPs intended to support healthy farms while helping producers meet clean water standards. This guide complements existing resources like the NRCS Field Office Technical Guides and helps producers make productive water quality decisions during farm planning. Ecology uses this guidance for grant funding, watershed cleanup, technical assistance, and outreach, while supporting other programs in recommending water quality projects to landowners.



### **Did You Know? Ecology Offers Language Services**

Ecology provides language services to ensure individuals whose primary language is not English can access important information about our programs and resources. Language services are available to community members and partners collaborating with Ecology, including landowners and partner organizations/agencies.

We can help with:

- Information written in your preferred language
- Access to qualified interpreters, both in person and over the phone

For more information, please reach out to your Ecology Nonpoint staff contact

# Contact Us



**Emily Davis**

***Senior Nonpoint  
Pollution Specialist-***

**Deschutes, Nisqually,  
Chambers-Clover,  
Puyallup**

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

(564) 669-1875

**Sarah Longacre**

***Nonpoint Water Quality  
Specialist-***

**Lyre-Huko, Soleduc,  
Elwha Dungeness,  
Quilcene-Snow, Queets-  
Quinault, Kennedy  
Goldsborough, Lower  
Chehalis**

[sarah.longacre@ecy.wa.gov](mailto:sarah.longacre@ecy.wa.gov)  
[ov](#)

(360) 584-5983

**Jason Pietroski**

***Nonpoint Water Quality  
Specialist-***

**Watersheds draining to  
the Columbia**

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

(360) 819-6558

**Chloe Steffes**

***Nonpoint Education and  
Outreach Specialist***

[chloe.steffes@ecy.wa.gov](mailto:chloe.steffes@ecy.wa.gov)  
[v](#)

(564) 250-0995

**Molly Paige**

***Nonpoint Water  
Quality Specialist-***

**Olympic peninsula,  
South Sound  
shellfish growing  
areas, Key Peninsula,  
Chehalis, Willapa Bay**

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

(360) 480-6099

**Gabe Raso**

***Southwest Region  
Watershed  
Resources Unit  
Supervisor***

[gabe.raso@ecy.wa.gov](mailto:gabe.raso@ecy.wa.gov)

(564) 233-9563



**To Report Environmental Concerns:**

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

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

**Phone:** 360-407-6300

---

[Subscribe/ Unsubscribe to SWRO Nonpoint Newsletter](#)