



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

September 24, 2024, 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. Introduction to Deschutes Preserve Restoration: *Karin Strelloff*
3. Year-End Board Meeting Schedule, *All*
4. Fall Legislative Tours, *Sarah Moorehead*
5. Harvest Festival Update, *Sarah Moorehead*
6. WACD Resolutions Review, *All*
7. Riverbend Ranch Project Update, *Sarah Moorehead*
8. Conservation and Education Center (CEC) Development, *All*
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
<i>5 minutes</i> |
| 2. Agenda Review | 6:35 PM
<i>5 minutes</i> |
| 3. Consent Agenda – Action Item | 6:40 PM
<i>5 minutes</i> |
| A. August 27, 2024, Board Work Session & Meeting Minutes | |
| B. September 2024 Financial Report | |
| C. WSCC Sustainable Farms and Fields Funding Addendum | |
| D. NACD Urban Agricultural Conservation Funding Agreement | |
| E. WSCC Supplemental Engineering Funding Addendum | |
| F. Mason Conservation District Vendor Contract | |

4. Public Comment	6:45 PM
*Three minutes per person	<i>10 minutes</i>
5. Partner Reports (if present)	6:55 PM
A. Washington State Conservation Commission (WSCC), <i>Josh Giuntoli</i>	<i>15 Minutes</i>
B. Washington Association of Conservation Districts (WACD), <i>Doug Rushton</i>	
C. National Association of Conservation Districts (NACD), <i>Doug Rushton</i>	
6. Governance, All – Action Item	7:10 PM
A. October 22, 2024 Work Session Topic List & Meeting Agenda Development	<i>10 minutes</i>
Adjourn	7:50 PM

Informational Only Items:

- I. *Executive Director’s Report*

Important Future Dates

October 2024

TCD Harvest Festival, Union Grange Hall, Tumwater, WA	Oct 05
WACD Southwest Area Meeting, Heritage Distillery, Tumwater, WA	Oct 10
Legislative Tours, Thurston County, WA	Oct 17
Orca Recovery Day, Squaxin Park, Olympia, WA	Oct 19
WACD Board Meeting, 6:00 - 8:30 p.m. (Zoom)	Oct 21
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Oct 22
Legislative Tours, Thurston County, WA	Oct 24

November 2024

TCD closed, Veteran’s Day	Nov 11
WACD Board Meeting, 6:00 - 8:30 p.m. (Zoom)	Nov 18
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Nov 26
TCD closed, Thanksgiving	Nov 28
TCD Closed, Native American Heritage Day	Nov 29

December 2024

WACD Annual Conference, Airway Heights, WA	Dec 2-4
WSCC Commission Meeting, Airway Heights, WA	Dec 05
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Dec 24
TCD closed, Christmas Day	Dec 25

Item

3



Thurston Conservation District Consent Agenda Decision Sheet September 24, 2024 Board Meeting

- A. August 27, 2024 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. September 2024 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 Sustainable Farms and Fields Funding Addendum
 - a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
 - Passed
 - Moved for discussion during meeting
 - Tabled to a future meeting

- D. NACD Urban Agricultural Conservation 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 Supplemental Engineering Funding Addendum
 - a. Proposed action: accept without amendment and approve.
 - b. Action was taken:
 - Passed
 - Moved for discussion during meeting
 - Tabled to a future meeting

- F. Mason Conservation District Vendor Contract
 - 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
September 24, 2024, AND EFFECTIVE IMMEDIATELY

SIGNED:

TJ Johnson, Board Chair

Betsie DeWreede, Board Vice-Chair

David Iyall, Board Auditor

Doug Rushton, Board Member

Marianne Tompkins, Board Member

Attest: Sarah Moorehead, Executive Director

Thurston Conservation District Board of Supervisors

Work Session Minutes

August 27, 2024

Hybrid: In-Person and Virtual on Zoom

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

Actual Meeting Time: 5:00 p.m. – 6:10p.m.



Present at Work Session:

TJ Johnson, TCD Board Chair

Betsie DeWreede, TCD Board Vice Chair

Doug Rushton, TCD Board Supervisor

Marianne Tompkins, Board Supervisor

Sarah Moorehead, TCD Executive Director

Yan Dong, TCD Staff

Sophia Barashkoff, TCD Staff

Ben Cushman, TCD Legal Counsel

TJ Jenkins, TCD Staff

Gary Slater, Ecostudies Institute

Dr. Sarah Hamman, Ecostudies Institute

- 1 **1.** Topic List Review, *All*
- 2 **2.** Staff Presentation: TCD Restoration Crew Showcase, *TJ Jenkins*
- 3 **3.** Community Partner Presentation: Ecostudies Institute, *Gary Slater & Sarah Hamman*
- 4 **4.** Housing and Rual Lands, *Marianne Tompkins*
- 5 **5.** TCD Policy 6.1.9 Electronic Funds Transfer, *All*
- 6 **6.** TCD's Tilley Court Location Update, *Sarah Moorehead*
- 7 **7.** Thurston County Fair Debrief, *All*
- 8 **8.** Riverbend Ranch Project Update, *Sarah Moorehead*
- 9 **9.** Conservation and Education Center (CEC) Development, *All*

Respectfully,

TJ Johnson, TCD Board Chair

**Thurston Conservation District Board of Supervisors
Regular Board Meeting Minutes**

August 27, 2024

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 6:30 p.m. – 7:45 p.m.

Actual Meeting Time: 6:30 pm – 7:50 p.m.



Present at Meeting:

TJ Johnson, TCD Board Chair

Betsie DeWreede, TCD Board Vice Chair

Doug Rushton, TCD Board Supervisor

Marianne Tompkins, Board Supervisor

Sarah Moorehead, TCD Executive Director

Yan Dong, TCD Staff

Sophia Barashkoff, TCD Staff

Ben Cushman, TCD Legal Counsel

Josh Giuntoli, Washington State

Conservation Commission (WSCC)

Summary of Action Items

Summary of Motions Passed

- 1
- 2 ***Supervisor Tompkins moved to approve the amended Agenda. Supervisor DeWreede***
- 3 ***seconded. Motion passed unanimously, (4-0).***
- 4 ***Supervisor Rushton moved to approve the amended Consent Agenda. Supervisor Tompkins***
- 5 ***seconded. Motion passed unanimously, (4-0).***
- 6 ***Supervisor DeWreede moved to approve the August financial report. Supervisor Tompkins***
- 7 ***seconded. Motion passed unanimously, (4-0).***
- 8 ***Supervisor DeWreede moved to approve TCD policy 6.1.9 Electronic Funds Transfer.***
- 9 ***Supervisor Tompkins seconded. Motion passed unanimously, (4-0).***
- 10 ***Supervisor Tompkins moved to adjourn the August 27, 2024 TCD Board Meeting. Supervisor***
- 11 ***Rushton seconded. Motion passed unanimously, (4-0).***

Full Version of the Minutes

Welcome & Introductions

12 At 6:30 p.m., TCD Board Chair TJ Johnson called the August 27, 2024 Regular Board Meeting to
13 order. TCD Board, Staff, members of the public, and Legal Counsel were introduced by the
14 Board Chair. For each vote, TCD Board Chair Johnson called out Supervisors by name. He
15 announced that the meeting was being video recorded. TCD Supervisors Johnson, Rushton and
16 Tompkins and Executive Director Moorehead attended the meeting in person at the TCD office.
17 Supervisor DeWreede attended the meeting virtually. Supervisor Iyall was not in attendance
18 and was excused.
19

20 **Agenda Review**

21 Supervisor DeWreede asked to remove the TCD Policy 6.1.9 Electronic Funds Transfer from the
22 Consent Agenda for discussion.

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

25 **Consent Agenda**

- 26 A. June 25, 2024, Board Work Session & Meeting Minutes
27 B. TCD Policy 4.6.1 Construction Change Order

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

30 **Public Comment**

31 No public members were present.

32 **Partner Reports**

- 33 A. Washington State Conservation Commission (WSCC) Update, Josh Giuntoli
34 • Mr. Giuntoli gave an update.
35 • The Commission will announce the new director of the Office of Farmland
36 Preservation by September 1.
37 B. Washington Association of Conservation Districts (WACD) Update, TCD Supervisor Doug
38 Rushton.
39 • Supervisor Rushton gave an update.
40 • A written update was provided to the board.
41 C. National Association of Conservation Districts (NACD) Update, TCD Supervisor and NACD
42 Board Member Rushton
43 • Supervisor Rushton gave an update.
44 • A written update was provided to the board.

45 **Finance**

- 46 A. August 2024, Financial Report
47 • Because TCD is a government entity, it is not expected to show a net profit in its
48 Profit & Loss Statements.
49 • TCD uses the accrual accounting method. This means that the net income figures
50 in the Profit & Loss Statement are not directly related to cash flow. Negative net
51 income, over a long period of time, could be an indicator of cash flow issues.
52 • TCD's monthly financial reports show a snapshot (current year and month) of
53 TCD's net Profit or Loss, which doesn't show the big picture over multiple years.
54 So, in one year, TCD may show a negative net income; however, that doesn't
55 account for other years where TCD reported a positive net income. In TCD's case,

56 from January 2020 through July 2024, TCD has recorded a positive net income of
57 about \$350K.

- 58 • To cover large expenses without damaging TCD’s cashflow, TCD has the option to
59 request cash advances from funders.
- 60 • TCD’s current cash situation can be reviewed in the monthly Balance Sheet,
61 which shows TCD’s bank balances.

62 TCD expects to see fluctuations in its cash flow and between negative and positive net
63 income figures in its Profit & Loss Statements for the following reasons:

- 64 • TCD’s income is primarily based on expense reimbursement. However, some
65 funders (like NACD SLP) pay TCD in installments in advance. Sometimes the
66 dollar amount of the installments does not match the dollar amount of the
67 expenses within a particular time period. When the dollar amount of the
68 installment is higher than expenses in that period (unspent balance), TCD
69 records a net profit - like NACD SLP in 2023. When the dollar amount of the
70 installments is lower than expenses in that period, TCD records a net loss -like
71 NACD SLP in 2024.
- 72 • Unrestricted income comes in installments. However, unrestricted expenses (like
73 administrative salaries & rent) are incurred throughout the year.
 - 74 ○ TCD receives its Rates & Charges payment (\$550K) in two installments –
75 one in May and one in November.
 - 76 ○ TCD only began earning income from WSCC Implementation funding
77 (\$204K) in July.
- 78 • Some funders require TCD to submit invoices on a quarterly basis. This means
79 that, while expenses are incurred throughout the quarter, income for those
80 grants is not recorded until the last month of the quarter.

81 ***Supervisor DeWreede moved to approve the August Financial Report. Supervisor Tompkins***
82 ***seconded. Motion passed unanimously, (4-0).***

83 ***Supervisor DeWreede moved to approve TCD Policy 6.1.9 Electronic Funds Transfer.***
84 ***Supervisor Rushton seconded. Motion passed unanimously, (4-0).***

85 **WACD Southwest Area Meeting & Resolution Development**

86 Executive Director Moorehead described the WACD Area Meeting event details and draft
87 agenda. The meeting is scheduled for October 10. The board agreed that they will not put
88 forward any resolutions for this year’s Southwest Area Meeting.

89 **Important Updates & Announcements**

- 90 A. Board Supervisors
- 91 B. Executive Director

92 **Governance**

93 A. September 24, 2024 Work Session Topic List & Meeting Agenda Development

94 **Work Session**

- 95 • Topic List Review, *All*
- 96 • Staff Presentation: Introduction to Deschutes Preserve Restoration, *Karin*
- 97 *Streliaoff*
- 98 • Community Partner Presentation: TBD
- 99 • District Resolutions, *All*
- 100 • Riverbend Ranch Project Update, *Sarah Moorehead*
- 101 • Conservation & Education Center (CEC) Development, *All*
- 102 • Important Updates & Announcements
- 103 ○ Board of Supervisors, *All*
- 104 ○ Executive Director, *Sarah Moorehead*

105 **Board Meeting Agenda**

- 106 • Welcome, Introductions, Audio Recording Announcement
- 107 • Agenda Review
- 108 • Consent Agenda
- 109 ○ August 27, 2024 Board Work Session & Meeting Minutes
- 110 ○ September 2024 Financial Report
- 111 • Public Comment
- 112 • Partner Reports (if present)
- 113 ○ Washington State Conservation Commission
- 114 ○ Washington Association of Conservation Districts
- 115 ○ National Association of Conservation Districts
- 116 • Governance, *All*
- 117 ○ October 22, 2024 Work Session Topic List & Meeting Agenda Development
- 118 • Executive Session: to consider the selection of a site or the acquisition of real
- 119 estate by lease or purchase when public knowledge regarding such consideration
- 120 would cause a likelihood of increased price.

121 ***Supervisor Tompkins moved to adjourn the August 27, 2024 TCD Board Meeting. Supervisor***

122 ***Ruston seconded. Motion passed unanimously, (4-0).***

123 **Adjourn 7:50 pm**

Respectfully,

TJ Johnson, TCD Board Chair

Thurston Conservation District

September 2024 Financial Notes



Year-to-Date (YTD), August Profit & Loss and Previous Year Comparison

1. In August, TCD started to see *Plant Sale* income (\$6,930) pick-up again as the public begins buying bulbs and seeds as part of the Harvest Festival.
2. In August, TCD earned \$480 from a public auction to surplus some TCD furniture. After the move, the District had a few items that were not needed and were taking up valuable storage space in the garage. As a public entity and according to TCD policy (TCD Policy 6.9.1: Disposition and Surplus of Assets), TCD is only permitted to give away or throw away items if they have near \$0 market value. The best way to determine market value is to hold an auction. The District was able to surplus nearly all of the unneeded items and earned a bit of income.
3. TCD's *Goods and Services Income* has increased by 89% over last year. This is mostly due to a 140% increase in Partner Fee for Service (Restoration Crew) income.
4. Compared to last year, *Grant Revenues* are up by nearly 16%.
5. *Audit & Account* expenses are up by 90% compared to 2023. This is mostly due to the WA State Auditor's Office audit still in progress.
6. Compared to last year, *Construction & Restoration* and *Cost Share* project work has increased by 98%. Each year, TCD is installing more conservation practices and restoring more habitats.

Unrestricted Budget vs Actual

7. TCD's total Income (Row 1) appears to be coming in slower than budgeted – 56% rather than 67%. However, the rate of Unrestricted income is expected to pick up now that WSCC's Implementation funding (Row 18) was awarded on July 1. We'll also see the remaining Rates & Charges income (Row 20) in November.
8. TCD's new No-Till Drill (Row 35) has required more repairs and maintenance than expected. This is the District's first year with this piece of Rental Equipment so we've asked program staff to continue recording expenses to this program – even if it takes us over budget. This allows the Finance team to collect expense data so that we can improve the program's budget next year. You can see there is still room in the over-arching program budget: *Soil Conservation and Health* (Row 32).

Thurston Conservation District

Profit & Loss

January through August 2024

09/20/24

Accrual Basis

	<u>Jan - Aug 24</u>
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	5,242.28
3451120 · Nutrient Spreader Rentals	619.40
3451121 · No-Till Drill Rentals	464.41
3451130 · Poultry Equipment & Tool Rentals	1,410.98
3451140 · Plant Sales	26,987.73
3451150 · Partner Fee for Service	50,123.91
Total 3451100 · Soil/Water Conservation Service	84,848.71
3417000 · Sales of Merchandise	
3417020 · Event Ticket Income	8,187.21
Total 3417000 · Sales of Merchandise	8,187.21
Total 3400000 · Charges for Goods and Services	93,035.92
3300000 · Grant Revenues	2,640,297.95
3600000 · Miscellaneous Revenues	
3691000 · Sale of Surplus	492.00
3699100 · Miscellaneous Other	210.40
3685000 · Special Assessments - Service	329,037.37
3670000 · Nongovernmental Contributions	706.16
3610000 · Interest and Other Earnings	655.87
3620000 · Rents and Leases	0.00
Total 3600000 · Miscellaneous Revenues	331,101.80
Total Income	3,064,435.67
Gross Profit	3,064,435.67
Expense	
Equipment Allocation	0.00
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	1,436,121.06
5314000 · Intern Stipends	1,000.00
5314101 · Legal Fees & Services	23,416.26
5314102 · Audit & Accounting	12,741.62
5314103 · Computer Services	27,668.05
5314100 · Professional Services	351,248.26
5314400 · Advertising	3,172.21
5314203 · Printing Services	3,566.98
5314104 · Janitorial Services	3,915.00
5314501 · Office Rent	59,509.00
5314700 · Utilities	4,935.86
5314503 · Equipment Leases	3,342.40
5314504 · Vehicle Leases	4,298.62
5314200 · Communications	10,113.13
5313102 · Photocopier Usage	746.63
5354800 · Repairs & Maintenance	7,769.95

Thurston Conservation District

Profit & Loss

January through August 2024

09/20/24

Accrual Basis

	<u>Jan - Aug 24</u>
5314505 · Software Licenses	22,117.80
5313101 · Office Supplies	4,383.70
5314202 · Postage & Shipping	1,343.30
5314902 · Organizational Dues	5,038.89
5314307 · Licenses and Permits	4,579.38
5314117 · Soil Testing	3,412.12
5313401 · Plants for Resale	26,967.83
Project Expenses	44,384.11
5314302 · Staff - Conference & Training	10,064.65
5314306 · Board - Conference & Training	1,237.65
5314300 · Staff - Travel	14,055.25
5314301 · Board Travel	1,108.09
5314108 · Construction & Restoration Work	1,154,456.34
5314109 · Cost Share	11,884.77
5314110 · Bank Fees & Interest Charges	-96.74
5314600 · Liability Insurance Premiums	21,969.00
66300 · Sales Tax Adjustments	134.76
5945360 · Capital Outlays	
5945368 · Rental Equipment	14,934.99
5945367 · Restoration Equipment	3,720.45
5945363 · Equipment & Office Furniture	19,249.30
5945364 · Computer Hardware	5,143.33
5945366 · Vehicle Purchases	5,497.80
Total 5945360 · Capital Outlays	<u>48,545.87</u>
Total Expense	<u>3,329,151.80</u>
Net Ordinary Income	<u>-264,716.13</u>
Net Income	<u><u>-264,716.13</u></u>

Thurston Conservation District
Profit & Loss
August 2024

	Aug 24
Ordinary Income/Expense	
Income	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	935.90
3451120 · Nutrient Spreader Rentals	131.29
3451130 · Poultry Equipment & Tool Rentals	215.73
3451140 · Plant Sales	6,929.66
3451150 · Partner Fee for Service	10,765.36
Total 3451100 · Soil/Water Conservation Service	18,977.94
Total 3400000 · Charges for Goods and Services	18,977.94
3300000 · Grant Revenues	371,129.77
3600000 · Miscellaneous Revenues	
3691000 · Sale of Surplus	480.00
3685000 · Special Assessments - Service	2,146.15
3610000 · Interest and Other Earnings	28.72
Total 3600000 · Miscellaneous Revenues	2,654.87
Total Income	392,762.58
Gross Profit	392,762.58
Expense	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	160,170.11
5314102 · Audit & Accounting	7,412.46
5314103 · Computer Services	1,339.00
5314100 · Professional Services	110,259.66
5314400 · Advertising	600.37
5314501 · Office Rent	8,427.00
5314700 · Utilities	184.95
5314503 · Equipment Leases	380.17
5314504 · Vehicle Leases	583.97
5314200 · Communications	1,194.79
5354800 · Repairs & Maintenance	1,352.56
5314505 · Software Licenses	535.29
5313101 · Office Supplies	542.14
5314202 · Postage & Shipping	78.92
5314307 · Licenses and Permits	1,500.00
5314117 · Soil Testing	67.20
5313401 · Plants for Resale	6,003.00
Project Expenses	2,596.04
5314302 · Staff - Conference & Training	1,173.87
5314306 · Board - Conference & Training	66.63
5314300 · Staff - Travel	2,491.20
5314108 · Construction & Restoration Work	92,255.03
5314109 · Cost Share	10,884.77
5314110 · Bank Fees & Interest Charges	-44.97
5314600 · Liability Insurance Premiums	2,726.25
5945360 · Capital Outlays	
5945364 · Computer Hardware	1,864.40
Total 5945360 · Capital Outlays	1,864.40
Total Expense	414,644.81
Net Ordinary Income	-21,882.23
Net Income	-21,882.23

Thurston Conservation District
Profit & Loss Prev Year Comparison
January through August 2024

	Jan - Aug 24	Jan - Aug 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	5,242.28	4,556.74	685.54	15.0%
3451120 · Nutrient Spreader Rentals	619.40	632.14	-12.74	-2.0%
3451121 · No-Till Drill Rentals	464.41	0.00	464.41	100.0%
3451130 · Poultry Equipment & Tool Rentals	1,410.98	1,051.35	359.63	34.2%
3451140 · Plant Sales	26,987.73	22,224.36	4,763.37	21.4%
3451150 · Partner Fee for Service	50,123.91	20,869.49	29,254.42	140.2%
Total 3451100 · Soil/Water Conservation Service	84,848.71	49,334.08	35,514.63	72.0%
3417000 · Sales of Merchandise				
3417020 · Event Ticket Income	8,187.21	0.00	8,187.21	100.0%
Total 3417000 · Sales of Merchandise	8,187.21	0.00	8,187.21	100.0%
Total 3400000 · Charges for Goods and Services	93,035.92	49,334.08	43,701.84	88.6%
3300000 · Grant Revenues	2,640,297.95	2,280,844.83	359,453.12	15.8%
3600000 · Miscellaneous Revenues				
3691000 · Sale of Surplus	492.00	0.00	492.00	100.0%
3699100 · Miscellaneous Other	210.40	0.00	210.40	100.0%
3685000 · Special Assessments - Service	329,037.37	327,845.62	1,191.75	0.4%
3670000 · Nongovernmental Contributions	706.16	1,100.00	-393.84	-35.8%
3610000 · Interest and Other Earnings	655.87	139.17	516.70	371.3%
3620000 · Rents and Leases	0.00	539.07	-539.07	-100.0%
Total 3600000 · Miscellaneous Revenues	331,101.80	329,623.86	1,477.94	0.5%
Total Income	3,064,435.67	2,659,802.77	404,632.90	15.2%
Gross Profit	3,064,435.67	2,659,802.77	404,632.90	15.2%
Expense				
Equipment Allocation	0.00	0.00	0.00	0.0%
Vehicle Allocation	0.00	0.00	0.00	0.0%
Overhead Allocation	0.00	0.00	0.00	0.0%
5531000 · Salaries & Benefits	1,436,121.06	1,133,127.78	302,993.28	26.7%
5314000 · Intern Stipends	1,000.00	2,940.00	-1,940.00	-66.0%
5314101 · Legal Fees & Services	23,416.26	28,003.25	-4,586.99	-16.4%
5314102 · Audit & Accounting	12,741.62	6,702.03	6,039.59	90.1%
5314103 · Computer Services	27,668.05	14,994.49	12,673.56	84.5%
5314100 · Professional Services	351,248.26	450,631.60	-99,383.34	-22.1%
5314400 · Advertising	3,172.21	1,308.92	1,863.29	142.4%
5314203 · Printing Services	3,566.98	10,283.96	-6,716.98	-65.3%
5314104 · Janitorial Services	3,915.00	5,250.00	-1,335.00	-25.4%
5314501 · Office Rent	59,509.00	34,944.00	24,565.00	70.3%
5314700 · Utilities	4,935.86	5,134.58	-198.72	-3.9%
5314503 · Equipment Leases	3,342.40	2,646.04	696.36	26.3%
5314504 · Vehicle Leases	4,298.62	3,882.95	415.67	10.7%
5314200 · Communications	10,113.13	9,389.88	723.25	7.7%
5313102 · Photocopier Usage	746.63	754.10	-7.47	-1.0%
5354800 · Repairs & Maintenance	7,769.95	8,598.88	-828.93	-9.6%

Thurston Conservation District
Profit & Loss Prev Year Comparison
January through August 2024

	Jan - Aug 24	Jan - Aug 23	\$ Change	% Change
5314505 · Software Licenses	22,117.80	10,410.75	11,707.05	112.5%
5313101 · Office Supplies	4,383.70	3,381.13	1,002.57	29.7%
5314202 · Postage & Shipping	1,343.30	2,558.10	-1,214.80	-47.5%
5314902 · Organizational Dues	5,038.89	5,443.89	-405.00	-7.4%
5314307 · Licenses and Permits	4,579.38	978.50	3,600.88	368.0%
5314117 · Soil Testing	3,412.12	2,988.17	423.95	14.2%
5313401 · Plants for Resale	26,967.83	38,273.88	-11,306.05	-29.5%
Project Expenses	44,384.11	44,625.76	-241.65	-0.5%
5314302 · Staff - Conference & Training	10,064.65	5,985.76	4,078.89	68.1%
5314306 · Board - Conference & Training	1,237.65	373.18	864.47	231.7%
5314300 · Staff - Travel	14,055.25	15,645.91	-1,590.66	-10.2%
5314301 · Board Travel	1,108.09	0.00	1,108.09	100.0%
5314119 · Cultural Resources	0.00	41,153.40	-41,153.40	-100.0%
5314108 · Construction & Restoration Work	1,154,456.34	333,870.15	820,586.19	245.8%
5314109 · Cost Share	11,884.77	255,825.70	-243,940.93	-95.4%
5314110 · Bank Fees & Interest Charges	-96.74	650.21	-746.95	-114.9%
5314600 · Liability Insurance Premiums	21,969.00	20,440.68	1,528.32	7.5%
66300 · Sales Tax Adjustments	134.76	118.02	16.74	14.2%
66900 · Reconciliation Discrepancies	0.00	0.01	-0.01	-100.0%
5945360 · Capital Outlays				
5945368 · Rental Equipment	14,934.99	58,429.11	-43,494.12	-74.4%
5945367 · Restoration Equipment	3,720.45	76,002.12	-72,281.67	-95.1%
5945363 · Equipment & Office Furniture	19,249.30	2,770.58	16,478.72	594.8%
5945364 · Computer Hardware	5,143.33	9,315.39	-4,172.06	-44.8%
5945366 · Vehicle Purchases	5,497.80	81,618.26	-76,120.46	-93.3%
Total 5945360 · Capital Outlays	48,545.87	228,135.46	-179,589.59	-78.7%
Total Expense	3,329,151.80	2,729,451.12	599,700.68	22.0%
Net Ordinary Income	-264,716.13	-69,648.35	-195,067.78	-280.1%
Net Income	-264,716.13	-69,648.35	-195,067.78	-280.1%

Thurston Conservation District

Balance Sheet

As of August 31, 2024

09/20/24

Accrual Basis

	<u>Aug 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
3088010 · Checking-103 Beneficial	-35,260.30
3081001 · Checking-7444 Timberland	3,142.24
3088020 · Savings Accounts	
3088021 · Saving-116 Beneficial Reserve	4,161.40
3088022 · Saving-129 Beneficial CEC	114,137.41
Total 3088020 · Savings Accounts	<u>118,298.81</u>
3088030 · Counter Cash	100.00
3088040 · PayPal Account	4,542.59
Total Checking/Savings	<u>90,823.34</u>
Accounts Receivable	643,324.15
Other Current Assets	
3090500 Prepaid Accounts	
3090501 · Prepaid Insurance	42,427.00
3090507 · Security Deposit - Tilley Court	8,427.00
Total 3090500 Prepaid Accounts	<u>50,854.00</u>
3091000 · 309.10.00 Inventory Asset	2,770.56
3092000 · 309.20.00 Cash on Hand	54,496.48
Total Other Current Assets	<u>108,121.04</u>
Total Current Assets	842,268.53
Fixed Assets	
3090600 · Tenant Improvements	107,970.61
Total Fixed Assets	<u>107,970.61</u>
TOTAL ASSETS	<u><u>950,239.14</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	185,505.32
Credit Cards	9,925.53
Other Current Liabilities	
3861100 · Sales Tax Payable	2,866.60
3861000 · Payroll Liabilities	158,350.49
Total Other Current Liabilities	<u>161,217.09</u>
Total Current Liabilities	<u>356,647.94</u>
Total Liabilities	356,647.94
Equity	593,591.20
TOTAL LIABILITIES & EQUITY	<u><u>950,239.14</u></u>

2024 Unrestricted Budget vs Actual



August 66.67%

Account Name	2024 Mid-Year Revised Budget	2024 Actual	\$ Over Budget	% of Budget
1 <input type="checkbox"/> Income	1,172,652	661,766	-510,886	56.43%
2 <input type="checkbox"/> Retail Sales	73,543	50,392	-23,151	68.52%
3 <input type="checkbox"/> Food Production and Consumption	2,111	1,411	-700	66.84%
4 Poultry Equipment & Tool Rentals	2,111	1,411	-700	66.84%
5 <input type="checkbox"/> Soil Conservation and Health	10,263	6,587	-3,676	64.18%
6 Soil Testing	8,000	5,549	-2,451	69.36%
7 Nutrient Spreader Rentals	763	574	-189	75.20%
8 No-Till Drill Rentals	1,500	464.41	-1,036	30.96%
9 <input type="checkbox"/> Community Outreach and Education	52,247	26,988	-25,259	51.65%
10 Plant Sales	51,647	26,988	-24,659	52.25%
11 TCD Swag Shop	600	0	-600	0.00%
12 <input type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	7,159	13,506	6,347	188.65%
13 Partner Fee for Service - Restoration Crew	7,159	13,506	6,347	188.65%
14 <input type="checkbox"/> Other Income	1,763	1,900	137	107.80%
15 Contributions Private	706	706	0	100.02%
16 Interest Income	875	532	-343	60.79%
17 Miscellaneous Income	182	662	480	363.96%
18 <input checked="" type="checkbox"/> Grant Revenue	204,491	76,759	-127,732	37.54%
20 Rates and Charges	562,182	329,037	-233,145	58.53%
21 <input type="checkbox"/> Overhead	332,436	205,577	-126,859	61.84%
22 Overhead Allocation	312,436	189,898	-122,538	60.78%
23 Vehicle Allocation	20,000	15,679	-4,321	78.39%
24 2023 Carry Overs	17,804	0	-17,804	0.00%
25 <input type="checkbox"/> Program Allocation	461,464	314,833	-146,631	68.22%
26 <input type="checkbox"/> Local Food Production and Consumption	17,600	17,155	-445	97.47%
27 Poultry Equipment Rentals	17,600	17,155	-445	97.47%
28 <input type="checkbox"/> Producer Support & Preservation and Expansion of Working Lands	1,000	89	-911	8.87%
29 Working Lands Preservation Initiative	1,000	89	-911	8.87%
30 <input type="checkbox"/> Water Quality & Quantity and Protection & Restoration of Ecosystems	7,159	2,059	-5,100	28.76%
31 Restoration Crew & Equipment (T050)	7,159	2,059	-5,100	28.76%
32 <input type="checkbox"/> Soil Conservation and Health	40,227	30,409	-9,818	75.59%
33 Soil Health Testing	29,455	21,263	-8,192	72.19%
34 Nutrient Spreader Rentals	8,772	4,892	-3,880	55.77%
35 No-Till Drill Rentals	2,000	4,254	2,254	212.69%
36 <input type="checkbox"/> Community Outreach and Engagement	212,239	128,539	-83,700	60.56%
37 Conservation & Education Center	77,076	21,995	-55,081	28.54%
38 District Communications	61,875	48,230	-13,645	77.95%
39 Plant Sale	57,805	47,904	-9,901	82.87%
40 Elections	15,483	10,410	-5,073	67.24%
41 <input type="checkbox"/> Adult and Youth Conservation Education	47,870	37,469	-10,401	78.27%

	Account Name	2024 Mid-Year Revised Budget	2024 Actual	\$ Over Budget	% of Budget
42	South Sound Green	41,670	32,818	-8,852	78.76%
43	Teens in Thurston Volunteer Program	2,200	2,200	0	100.00%
44	Envirothon	4,000	2,451	-1,549	61.27%
45	<input type="checkbox"/> Climate Change Adaptation & Mitigation and Other Strategic Plan Priorities	135,369	99,113	-36,256	73.22%
46	Conservation TA	88,313	69,969	-18,344	79.23%
47	Investing in Future Conservation	47,056	29,144	-17,912	61.93%
48	<input checked="" type="checkbox"/> Administrative Expenses - A010	698,992	467,028	-231,964	66.81%
49	Administrative Salaries & Benefits	326,650	250,004	-76,646	76.54%
50	<input type="checkbox"/> Professional Services	94,243	62,331	-31,912	66.14%
51	Legal Services	31,416	23,416	-8,000	74.54%
52	Audit & Accounting	18,127	12,654	-5,473	69.81%
53	Computer Services	39,700	26,099	-13,601	65.74%
54	Professional Services	5,000	162	-4,838	3.24%
55	<input type="checkbox"/> Facility, Vehicles and Maintenance	198,771	112,242	-86,529	56.47%
56	Janitorial Services	7,800	2,965	-4,835	38.01%
57	Office Rent	101,064	58,989	-42,075	58.37%
58	Utilities	5,000	2,275	-2,725	45.49%
59	Equipment Leases	3,611	2,272	-1,339	62.93%
60	Vehicle Leases	6,166	4,299	-1,867	69.71%
61	Office Move (A039)	18,992	0	-18,992	0.00%
62	Tenant Improvements	19,164	18,992	-172	99.10%
63	Communications	14,635	9,490	-5,145	64.84%
64	Photocopier Usage	1,031	747	-284	72.42%
65	Vehicle Repairs & Maintenance	4,098	3,399	-699	82.95%
66	Computer Hardware Purchases	3,000	420	-2,580	13.99%
67	Computer Software	9,730	6,839	-2,891	70.29%
68	Equipment & Office Furniture	4,480	1,557	-2,923	34.75%
69	<input type="checkbox"/> Supplies	10,799	9,229	-1,570	85.46%
70	Office Supplies	4,450	3,981	-469	89.47%
71	Postage & Shipping	300	174	-126	57.99%
72	Organizational Dues	5,949	5,039	-910	84.70%
73	Licenses & Permits	100	35	-65	35.00%
74	<input type="checkbox"/> Conferences, Training and Travel	33,379	11,349	-22,030	34.00%
75	Staff Conference & Training (A037)	16,629	2,959	-13,670	17.80%
76	Board Conference and Training Fees	3,500	526	-2,974	15.03%
77	Board Meeting Snacks	750	655	-95	87.36%
78	Staff Travel	10,000	6,677	-3,323	66.77%
79	Board Travel	2,500	532	-1,968	21.26%
80	<input type="checkbox"/> Insurance and Banking	35,150	21,872	-13,278	62.23%
81	Bank Fees & Interest Charges	650	-97	-747	-14.88%
82	Liability Insurance Premiums	34,500	21,969	-12,531	63.68%
83	Late Fees & Penalties	0	0	0	N/A
84	<input checked="" type="checkbox"/> Savings	30,000	0	-30,000	0.00%
85	Reserve Fund	25,000	0	-25,000	0.00%
86	Conservation Education Center Savings Plan	5,000	0	-5,000	0.00%
87	Net Income (Surplus or Deficit)	0	-120,095	-120,095	N/A

2024 Restricted Budgets vs Actuals



As of August 31, 2024

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2024 Budget	2024 Actual	2024 Remaining Budget	% of Total Time	% of Total Budget Spent
1	RCO											
2	ASRP Riverbend Phase 2	R050	20-1908	03/28/22	06/30/27	7,673,670	5,464,476	2,645,143	1,303,702	1,341,441	46.23%	28.79%
3	SRFB Cozy Valley	R060	21-1089C	09/23/21	12/30/24	132,778	25,810	34,125	8,315	25,810	89.87%	80.56%
4	ESRP Zangle Cove	R070	20-1517R	07/01/21	06/30/25	110,072	30,505	40,832	10,329	30,503	79.26%	72.29%
5	Oregon Spotted Frog (OSF) Outreach	R080		01/01/23	01/01/25	32,550	9,429	20,118	10,689	9,429	83.20%	71.03%
6	ESRP Lower Eld Bulkhead Removal	R090		07/01/23	07/01/26	125,200	116,384	121,871	7,658	114,213	39.02%	7.04%
7	South Sound HSIL Outreach	R100		05/07/24	04/30/27	109,846	108,910	16,150	936	15,214	10.74%	0.85%
8	Federal											
9	Frogs on Farm Cost Share	US80		08/15/20	08/15/25	93,135	62,248	68,805	6,556	62,248	80.90%	33.16%
10	USFWS Restoring South Sound Prairies	US90		07/01/22	07/01/27	190,000	156,643	1,952	1,384	568	43.40%	17.56%
11	WSCC											
12	FY23-25 Livestock	W025	24-13-LT	07/01/23	06/30/25	20,000	9,115	10,663	6,080	4,583	58.55%	54.42%
13	Skookumchuck Planting	W030	20-13-ER	04/01/20	06/30/25	744,780	180,001	151,367	35,579	115,788	84.19%	75.83%
14	FY21-25 Flood Chehalis	W050	22-13-FL	09/01/21	06/30/25	261,333	64,815	102,550	66,665	35,885	78.34%	75.20%
15	FY23-25 Shellfish Cost Share	W060	24-13-SH	11/27/23	06/30/25	125,000	109,577	119,431	13,819	105,612	47.94%	12.34%
16	FY23-25 CREP	W070	24-13-CE	07/01/23	06/30/25	105,182	47,106	47,182	24,542	22,640	58.55%	55.21%
17	FY23-25 NRI Cost Share	W080	24-13-NR	08/21/23	06/30/25	81,222	40,331	59,981	19,813	40,168	55.44%	50.35%
18	FY23-24 Engineering	W100	24-13-PE	09/27/23	06/30/24	82,500	160	47,805	47,645	160	Closed	99.81%
19	FY24-25 Salmon Riparian	W110	24-13-SRF	02/27/24	06/30/25	207,514	176,206	78,218	31,308	46,910	38.16%	15.09%
20	FY23-24 Sustainable Farms and Fields	W120	24-13-SFF	08/17/23	06/30/24	52,798	0	25,323	25,323	0	Closed	100.00%
21	FY24-25 Sustainable Farms and Fields	W120	24-13-SFF	08/29/24	06/30/25	72,730	72,730	37,239	0	37,239	0.98%	0.00%
22	Forest Health and Community Wildfire Resiliency	W130	24-13-FH	09/22/23	06/30/25	471,000	322,773	379,633	136,907	242,726	53.24%	31.47%
23	Irrigation Efficiencies	W140	22-13-IE	04/03/24	06/30/25	45,778	38,891	17,108	6,887	10,221	33.26%	15.04%
24	FY21-25 Chehalis Lead	W150	22-13-RIT	10/01/21	06/30/25	102,000	23,582	28,815	19,641	9,174	77.87%	76.88%
25	FY21-25 Community Engagement Plan	W160	22-13-CEP	02/20/24	06/30/25	20,000	19,124	9,500	876	8,624	39.03%	4.38%
26	FY 24-25 Riparian Grant Program (RGP)	W170	24-13-RGP	04/15/24	06/30/25	913,563	837,567	431,991	75,996	355,995	31.45%	8.32%
27	FY24-25 Sustainable Farms and Fields CCA	W180	24-13-SF1	05/16/24	06/30/25	64,000	60,450	62,658	3,550	59,109	26.28%	5.55%
28	FY23-24 SCC Sponsorship GREEN Congress	W086.2	24-13-IM	11/06/23	06/30/24	5,000	0	5,000	5,000	0	Closed	100.00%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2024 Budget	2024 Actual	2024 Remaining Budget	% of Total Time	% of Total Budget Spent
29	FY23- 24 SCC Sponsorship Climate Change & Food	W086.3	24-13-IM	01/10/24	06/30/24	5,000	0	5,000	5,000	0	Closed	100.00%
30	FY24 Election Swag	W086.4	24-13-IM	01/22/24	06/30/24	245	0	245	245	0	Closed	100.00%
31	FY24 SoilCon	W086.5	24-13-IM	01/29/24	06/30/24	821	0	821	821	0	Closed	100.00%
32	FY24 VSP Facilitator for SCC	W086.6	24-13-IM	02/05/24	06/30/24	4,000	220	4,000	3,780	220	Closed	94.51%
33	March SCC All District Meeting	W086.7	24-13-IM	04/01/24	06/30/24	1,000	0	1,000	1,000	0	Closed	100.00%
34	SCC Soil Testing Support	W086.8	24-13-IM	04/14/24	06/30/24	1,150	0	1,150	1,150	0	Closed	100.00%
35	FY23- 24Year End Funding	W086.9	24-13-IM	05/20/24	06/30/24	20,000	0	20,000	20,000	0	Closed	100.00%
36	Thurston County											
37	FY23-25 VSP	TC400		07/01/23	06/30/25	227,500	93,000	117,468	79,286	38,182	58.55%	59.12%
38	FY23-25 VSP Cost Share	TC450		08/08/23	06/30/25	531,781	353,653	344,455	147,088	197,367	56.28%	33.50%
39	Miscellaneous											
40	ESRP Shore Friendly Phase 3	M035		07/01/23	06/30/25	388,883	238,242	261,050	70,246	190,804	58.55%	38.74%
41	Agri-Park Feasibility Study GIS Work	M055		10/12/23	03/31/24	5,387	-2	72	74	-2	Closed	100.04%
42	2024 City of Olympia Urban Farmland	M065		01/01/24	12/31/24	203,038	130,806	203,038	72,232	130,806	66.67%	35.58%
43	GRuB Beginning Farmer Development	M066		01/01/24	08/31/25	10,259	8,723	5,119	1,536	3,582	40.07%	14.98%
44	Sentinel Landscape Program (SLP)	M075		10/01/21	06/30/28	1,279,225	447,360	317,509	227,115	90,394	43.25%	65.03%
45	One Tree Planted	M085		09/03/21	until spent	33,076	26,835	9,337	4,699	4,638	N/A	18.87%
46	WCRII Prairie Habitat Enhancement	M095	2022-06	01/01/22	06/30/25	111,954	63,989	29,968	15,603	14,365	76.27%	42.84%
47	WFC Meyer Phase 2	M100		01/01/23	09/01/25	106,546	42,876	79,568	36,294	43,273	62.46%	59.76%
48	FY23-25 Pierce County Shellfish NTA	M600		12/01/23	09/30/25	191,000	148,139	85,100	42,861	42,239	41.04%	22.44%
49	FY24 WSDA Local Food Infrastructure	M700		02/14/24	06/30/24	22,917	11	22,917	22,906	11	144.93%	99.95%
50	Riparian Planning Training	M401		07/24/24	08/05/24	3,675	573	3,675	3,102	573	300.00%	84.40%
51	South Sound GREEN											
52	FY24 Interlocal	G019-SS		01/01/24	12/31/24	64,160	26,310	64,160	37,850	26,310	66.67%	58.99%
53	Embrace the Stream	G019.30		08/01/22	until spent	5,035	0	262	262	0	Closed	100.00%
54	FY23-24 WSC Mini Grant	G019.50		12/12/23	12/31/24	500	100	500	400	100	68.39%	80.04%
55	FY24 OSD i-Grant	G019.103		03/01/24	12/31/24	4,000	1,012	4,000	2,988	1,012	60.13%	74.71%
56	2024 ESD 113 Climate Education	G019.104		05/15/24	06/30/24	6,000	0	6,000	6,000	0	231.91%	100.00%
57	NFWF Five Star	G019.108		09/01/23	06/30/24	12,375	3,228	8,097	4,870	3,228	120.39%	73.92%
58	FY23-25 Outdoor Learning	G019.109		10/01/23	06/30/25	38,825	26,770	23,690	11,215	12,475	52.58%	31.05%
59	Dawkins 2023	G019.28		01/01/23	until spent	20,000	0	5,409	5,409	0	Closed	100.00%
60	Dawkins 2024	G019.28		01/01/24	until spent	20,750	15,345	18,291	5,405	12,886	N/A	26.05%
61	2023 Community Foundation	G019.29		10/25/23	until spent	2,500	554	2,500	1,946	554	N/A	77.83%
62	Carlson Charitable	G019.31		12/05/23	12/31/24	2,500	2,225	2,500	275	2,225	68.96%	11.00%
63	2024 Squaxin	G019.85		02/01/24	until spent	2,250	2,250	2,250	0	2,250	N/A	0.00%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2024 Budget	2024 Actual	2024 Remaining Budget	% of Total Time	% of Total Budget Spent
64	Tumwater SD Natural Resources	G019.120		05/15/24	06/20/24	500	0	500	500	0	Closed	100.00%
65	Inspire Olympia	G019.130		07/09/24	07/31/25	29,975	29,975	23,851	0	23,851	13.92%	0.00%
66	- Teens in Thurston Volunteer Program									0		
67	Nisqually TNT 2023	T070		01/06/23	until spent	5,375	2,152	3,654	1,501	2,152	N/A	59.95%
68	Nisqually TNT 2024	T070		01/01/24	until spent	5,581	5,581	5,581	0	5,581	N/A	0.00%
69	- Envirothon Program									0		
70	2023 Chehalis Tribe Envirothon	T040		01/23/23	until spent	5,000	0	113	113	0	Closed	100.00%
71	2023 Pork Blakely Envirothon	T040		03/02/23	until spent	500	100	500	400	100	N/A	79.99%
72	2024 Olympia Food Co-op Envirothon	T040		01/01/24	until spent	50	50	50	0	50	N/A	0.00%
73	- PARTNERS									0		
74	OlyEcosystems	P400		01/01/24	01/31/24	16,500	1,222	16,500	15,278	1,222	787.10%	92.59%
75	WA Dept of Fish and Wildlife	P600		01/29/24	02/01/24	6,925	2,407	6,925	4,518	2,407	5,400.00%	65.24%
76	Wild Fish Conservancy	P500		08/15/24	09/05/24	8,151	3,830	8,151	4,321	3,830	77.27%	53.01%
77	WA Dept of Natural Resources	P700		07/01/24	TBD	35,263	11,108	35,263	24,155	11,108	N/A	68.50%

Thurston Conservation District
Payment Detail
August 2024

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Check	EFT	08/01/2024	Tilley Court Caves, LLC	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	8,427.00
Check	EFT	08/01/2024	Delta Dental		5531212 · Dental Benefits	1,890.15
Credit Card Charge	13150	08/01/2024	Balsley Sign Company	RCO:R050 - FY 22-27 ASRP Riverbend	5314108 · Construction & Restoration Work	92.23
Credit Card Charge	13155	08/01/2024	United Pacific	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	108.38
Credit Card Charge	13156	08/01/2024	Amazon	GREEN:G019.50 WCS Mini Grant	5314107 · Project Supplies	99.92
Credit Card Charge	13157	08/01/2024	Northwest Aquatic & Marine Educators	GREEN:TCC:G019.60 Nisqually Indian Tribe 2%	5314302 · Staff - Conference & Training	650.00
Credit Card Charge	13178	08/01/2024	Ed Hume Seeds	TCD Programs:T030 - District Communications	5314901 · Meeting & Event	151.25
Credit Card Charge	13179	08/01/2024	Goodwill	WSCC:W130- Forest Health & Wildfire Resiliency	5314107 · Project Supplies	8.77
Credit Card Charge	13180	08/01/2024	Facebook	MISC:M075 - FY21-28 SLP REPI Pilot & Challenge	5314400 · Advertising	3.92
Credit Card Charge	13181	08/01/2024	Facebook	MISC:M075 - FY21-28 SLP REPI Pilot & Challenge	5314400 · Advertising	24.83
Credit Card Charge	13182	08/01/2024	Facebook	Various	5314400 · Advertising	175.00
Credit Card Charge	13184	08/01/2024	Amazon	WSCC:W130- Forest Health & Wildfire Resiliency	5314107 · Project Supplies	57.02
Credit Card Charge	13229	08/01/2024	Amazon	TCD Programs:T099-Food Processing and Tools Rentals	5354802 · Rental Equipment Maintenance	182.26
Credit Card Charge	13235	08/01/2024	Eastside Urban Farm & Garden	WSCC:W160 - Community Engagement Plan	5314107 · Project Supplies	6.47
Bill Pmt -Check	EFT	08/02/2024	Comcast	UNRESTRICTED:A010 - Administrative Expenses	5314204 · Internet Services	179.38
Check	EFT	08/05/2024	Regence - Health Care		5531210 · Medical Benefits	22,106.69
Bill Pmt -Check	EFT	08/05/2024	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	5314701 · Electricity	181.19
Bill Pmt -Check	22553	08/05/2024	Anchor QEA	RCO:R050 - FY 22-27 ASRP Riverbend	5314100 · Professional Services	46,446.21
Bill Pmt -Check	22554	08/05/2024	Ariel Curtis	GREEN:TCC:G019.29 Community Foundation	5314901 · Meeting & Event	100.00
Bill Pmt -Check	22555	08/05/2024	Enduris	UNRESTRICTED:A010 - Administrative Expenses	3090501 · Prepaid Insurance	41,959.00
Bill Pmt -Check	22556	08/05/2024	J McGinty	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22557	08/05/2024	Minuteman Press	TCD Programs:T030 - District Communications	5314203 · Printing Services	133.62
Bill Pmt -Check	22558	08/05/2024	Nicholas Rubesh	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22559	08/05/2024	Northwest Welding & Fabrication Inc.	TCD Programs:T096 - Soil Health Equipment Rentals	5354802 · Rental Equipment Maintenance	250.00
Credit Card Charge	13090	08/05/2024	Shell Gas	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	54.48
Credit Card Charge	13104	08/05/2024	End of the Trail 4	WSCC:W110 - FY24-25 Salmon Riparian Funding	5314107 · Project Supplies	10.16
Credit Card Charge	13141-1	08/06/2024	Earthbox Inn	WSCC:W170 - Riparian Grant Program	Staff Travel	69.74
Credit Card Charge	13141-2	08/06/2024	Earthbox Inn	WSCC:W170 - Riparian Grant Program	Staff Travel	627.66
Credit Card Charge	13232	08/06/2024	Tenino Market Fresh	WSCC:W070 - CREP	5314107 · Project Supplies	18.40
Liability Check	EFT	08/07/2024	Internal Revenue Service		3861004 · FIT Payable & FICA Payable	15,175.14
Credit Card Charge	13118	08/07/2024	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	22.76
Credit Card Charge	13119	08/07/2024	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	19.10
Credit Card Charge	13120	08/07/2024	Amazon	Various	5314107 · Project Supplies	178.88

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	1327317837	08/07/2024	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	215.01
Liability Check		08/08/2024	QuickBooks Payroll Service		Payroll	41,715.41
Liability Check	EFT	08/08/2024	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	22,477.06
Bill Pmt -Check	22560	08/08/2024	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	548.12
Liability Check	22561	08/08/2024	WSCCE - Council 2		3861008 · Union Dues	1,127.65
Credit Card Charge	13110	08/08/2024	The Truss Company Centralia	Thurston County:TC400 - VSP:TC450 Cost Share	5314108 · Construction & Restoration Work	3,483.28
Credit Card Charge	13244	08/08/2024	Tilth Alliance	MISC:M095 - WCRRR Prairie Habitat Enhancement	5314302 · Staff - Conference & Training	150.00
Credit Card Charge	13123	08/09/2024	Black Ball Ferry Line (Coho Ferry)	GREEN:TCC:G019.60 Nisqually Indian Tribe 2%	5314901 · Meeting & Event	153.00
Credit Card Charge	3663492	08/09/2024	Rightworks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	24.13
Credit Card Charge	13121	08/12/2024	ULINE	RCO:R070 - Zangle Cove	5314108 · Construction & Restoration Work	295.74
Credit Card Charge	13173	08/12/2024	Tenino Short Stop	WSCC:W030 - EAR Skookumchuck	5314107 · Project Supplies	10.15
Check	EFT	08/13/2024	TPSC Benefits	UNRESTRICTED:A010 - Administrative Expenses	5531215 · HRA Benefits	741.00
Credit Card Charge	13159	08/13/2024	Facebook	Various	5314400 · Advertising	175.00
Credit Card Charge	13176	08/14/2024	Ace Hardware	TCD Programs:T099-Food Processing and Tools Rentals	5354802 · Rental Equipment Maintenance	9.76
Credit Card Charge	13186	08/14/2024	Home Depot	TCD Programs:T050 - Partner Fee for Service Program	5314107 · Project Supplies	80.52
Credit Card Charge	6588282	08/14/2024	Buzzsprout	TCD Programs:T030 - District Communications	5374001 · Web Hosting and Maintenance	12.00
Bill Pmt -Check	EFT	08/15/2024	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	1,003.23
Check	EFT	08/15/2024	Wells Fargo		Wells Fargo	2,770.02
Check	EFT	08/15/2024	TPSC Benefits	UNRESTRICTED:A010 - Administrative Expenses	5531215 · HRA Benefits	108.00
Credit Card Charge	13133	08/15/2024	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	13.67
Credit Card Charge	13174	08/15/2024	Pilot Travel Center	WSCC:W030 - EAR Skookumchuck	5314107 · Project Supplies	11.15
Bill Pmt -Check	EFT	08/16/2024	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	Various	573.17
Credit Card Charge	13158	08/16/2024	Facebook	Various	5314400 · Advertising	29.31
Credit Card Charge	13160	08/16/2024	Facebook	Various	5314400 · Advertising	17.31
Credit Card Charge	13163	08/16/2024	Farm Plastic Supply	RCO:R070 - Zangle Cove	5314107 · Project Supplies	1,133.99
Credit Card Charge	13168	08/16/2024	LaMotte Company	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	143.75
Credit Card Charge	13218	08/16/2024	Lenovo	Various	5945364 · Computer Hardware	1,864.40
Credit Card Charge	13243	08/17/2024	Olympia Supply	GREEN:TCC:G019.28 Dawkins	5314107 · Project Supplies	11.64
Credit Card Charge	E0300DM8B	08/19/2024	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	0.02
Credit Card Charge	E0300TDGBV	08/19/2024	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	452.92
Credit Card Charge	13147	08/19/2024	Home Depot	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	38.33
Credit Card Charge	13175	08/19/2024	End of the Trail 4	WSCC:W110 - FY24-25 Salmon Riparian Funding	5314107 · Project Supplies	43.03
Bill Pmt -Check	22562	08/20/2024	Bishop Contracting LLC	Thurston County:TC400 - VSP:TC450 VSP Cost Share	5314108 · Construction & Restoration Work	31,757.90
Bill Pmt -Check	22563	08/20/2024	Christina Wagner	Various	Various	67.71
Bill Pmt -Check	22564	08/20/2024	Deschutes Law Group	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	2,000.00
Bill Pmt -Check	22565	08/20/2024	Green Diamond Resource Company	WSCC:W170 - Riparian Grant Program	5314307 · Licenses and Permits	1,500.00
Bill Pmt -Check	22566	08/20/2024	Jn McGinty	Various	Restoration Crew Intern Stipend	1,200.00

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	22567	08/20/2024	Midwest Labs	TCD Programs:T098 - Soil Health Testing	5314117 · Soil Testing	67.20
Bill Pmt -Check	22568	08/20/2024	Mountain Mist	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	42.00
Bill Pmt -Check	22569	08/20/2024	N Rubesh	Various	Restoration Crew Intern Stipend	1,200.00
Bill Pmt -Check	22570	08/20/2024	Pacific Conservation District	WSSC:W160 - Community Engagement Plan	5314100 · Professional Services	225.48
Bill Pmt -Check	22571	08/20/2024	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	1,029.50
Bill Pmt -Check	22572	08/20/2024	Rainier School District No. 307	GREEN:G019.109 - FY23-25 Outdoor Learning	Various	669.00
Bill Pmt -Check	22573	08/20/2024	Service Saw Workwears	WSSC:W170 - Riparian Grant Program	5945367 · Restoration Equipment	1,177.19
Bill Pmt -Check	22574	08/20/2024	Sharp Business System	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	347.97
Bill Pmt -Check	22575	08/20/2024	Tracking Y Ranch	USFWS:US90 Restoring South Sound Prairies	5314109 · Cost Share	951.80
Bill Pmt -Check	22576	08/20/2024	WA St Auditor's Office	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	5,703.10
Bill Pmt -Check	22577	08/20/2024	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	583.97
Bill Pmt -Check	22578	08/20/2024	WA St University Energy Program	UNRESTRICTED:A010 - Administrative Expenses	5314103 · Computer Services	1,339.00
Credit Card Charge	13169	08/20/2024	LaMotte Company	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	33.00
Credit Card Charge	13231	08/20/2024	Creative Office	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	216.10
Credit Card Charge	41423292	08/20/2024	Garmin	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	21.89
Bill Pmt -Check	EFT	08/21/2024	Verizon	UNRESTRICTED:A010 - Administrative Expenses	5314201 · Telephone	1,003.23
Bill Pmt -Check	EFT	08/21/2024	Puget Sound Energy	UNRESTRICTED:A010 - Administrative Expenses	5314701 · Electricity	184.95
Credit Card Charge	13153	08/21/2024	Bayview Thriftway	MISC:M065 - City of Olympia Urban Ag	5314901 · Meeting & Event	8.97
Credit Card Charge	13223	08/21/2024	Home Goods	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	10.97
Liability Check		08/22/2024	QuickBooks Payroll Service		Payroll	43,367.16
Credit Card Charge	13080-2	08/22/2024	Acorn Naturalists	GREEN:TCC:G019.29 Community Foundation	5314107 · Project Supplies	65.70
Credit Card Charge	13177	08/22/2024	Kasco Manufacturing Co., Inc.	TCD Programs:T096 - Soil Health Equipment Rentals	5354802 · Rental Equipment Maintenance	877.21
Credit Card Charge	13187	08/22/2024	Pilot Travel Center	TCD Programs:T050 - Partner Fee for Service Program	5314107 · Project Supplies	10.36
Credit Card Charge	13188	08/22/2024	Ace Hardware	TCD Programs:T050 - Partner Fee for Service Program	5354804 · Restoration Equipment Maintenan	34.00
Credit Card Charge	13224	08/22/2024	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	11.27
Credit Card Charge	13151	08/23/2024	Fred Meyer	UNRESTRICTED:A010 - Administrative Expenses	Board Meeting Snacks & Office Supplies	20.22
Credit Card Charge	13152	08/23/2024	Millenium Auto Detail	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	227.44
Credit Card Charge	13230	08/23/2024	Fred Meyer	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	230.77
Credit Card Charge	P1-98239655	08/23/2024	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	3,267.50
Check	EFT	08/26/2024	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	358.77
Credit Card Charge	13154	08/26/2024	Ramirez Mexican Store	MISC:M095 - WCRRRI Prairie Habitat Enhancement	5314901 · Meeting & Event	78.77
Credit Card Charge	13161	08/26/2024	Facebook	Various	5314400 · Advertising	175.00
Credit Card Charge	13202	08/26/2024	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314310 · Board Meeting Snacks	53.05
Check	EFT	08/27/2024	TPSC Benefits		5531215 · HRA Benefits	30.00
Bill Pmt -Check	22579	08/27/2024	Brumfield Construction, Inc	RCO:R050 - FY 22-27 ASRP Riverbend	5314108 · Construction & Restoration Work	119,303.58
Credit Card Charge	13170	08/27/2024	LaMotte Company	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	34.65
Credit Card Charge	13233	08/27/2024	Trader Joes	UNRESTRICTED:A010 - Administrative Expenses	5314901 · Meeting & Event	4.28

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	EFT	08/28/2024	VSP - Vision Care		5531213 · Vision Insurance	189.58
Bill Pmt -Check	EFT	08/28/2024	USable.Life		5531214 · Life Insurance	201.16
Bill Pmt -Check	EFT	08/28/2024	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	5314503 · Equipment Leases	260.17
Credit Card Charge	13162	08/28/2024	Safeway	MISC:M095 - WCRRR Prairie Habitat Enhancement	5314901 · Meeting & Event	6.99
Credit Card Charge	13171	08/29/2024	LaMotte Company	GREEN:G019-SS GREEN Interlocal (Quarterly)	5314107 · Project Supplies	239.50
Credit Card Charge	13200	08/29/2024	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	12.12
Credit Card Charge	13225	08/30/2024	The Lucky Lunchbox	UNRESTRICTED:A037 - Staff Training (Unfunded)	5314302 · Staff - Conference & Training	373.87
Check	EFT	08/31/2024	Paypal	UNRESTRICTED:A010 - Administrative Expenses	5314110 · Bank Fees & Interest Charges	0.52
Credit Card Charge	MC16021561	08/31/2024	Mail Chimp	TCD Programs:T030 - District Communications	5314505 · Software Licenses	82.35



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title: Sustainable Farms and Fields Funding Addendum	
Lead Staff: Kiana Sinner	Board Meeting Date: 09/24/24
Goal of Presentation:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Information <input type="checkbox"/> Feedback
Description/Background:	<i>Please provide a description or background of the project.</i>
<p>This project will include coordinating and hosting 4-6 demonstration workshops held on farms with local cooperators who have expressed commitment to implement an agricultural hedgerow project on their property. Each of these demonstration projects will create multiple hands-on opportunities for community members to learn how to successfully implement a hedgerow. Both projects will showcase how to design, layout, plant, and maintain a hedgerow. Additionally, one of the four workshops will focus on native seeding using a no-till drill. Another will demonstrate temporary irrigation strategies to support hedgerow plant survival rates until they are self-sufficient. At maturity, these two hedgerow projects will sequester nearly 21 tons of CO2 annually. In addition, both demonstration projects will increase farm resiliency and create a significant amount of beneficial habitat for pollinators and natural pest enemies. This project will include tours of two to three recently implemented hedgerow projects. These tours will create an opportunity for community members to see hedgerows more than one year after installation. TCD and NPSF/WSU Extension staff, in collaboration with the landowners, will showcase successful hedgerow projects, discuss landowner goals, and share "lessons learned" and other key takeaways. Additionally, to add to our existing hedgerow education series, we will offer two more webinars focused on site preparation and creating a planting plan. We will also record and publish a podcast episode on TCD's podcast, Conservation Starters. This episode will cover hedgerow plant-selection considerations and will enhance and add to our existing podcast episode focused on hedgerow basics. The combination of on-farm tours, hands-on demonstration workshops, webinars, and podcasts episodes will allow participants the opportunity to see ongoing projects, learn from producers about why and how they're utilizing hedgerows to support themselves and the environment in a changing climate, and learn from local experts about how to implement these practices on their own landscapes, large or small. Community members are eager to learn more about this useful sustainability practice, and this SFF project will allow Thurston Conservation District to reach a wide and diverse audience. This innovative approach to climate-beneficial practices will create a network of community members who are equipped with the toolkit needed to successfully implement agricultural hedgerows on their own landscapes.</p>	
Pros: - The implementation of climate smart agroforestry practices - The increase in educational opportunities for local community members - The increase in education about climate smart BMPs - Support for local agricultural producers	Cons: None.
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>	
The district will receive \$72730.35 in funding.	
Recommended Action:	<i>What decision do you recommend the board make?</i>
Recommend supporting.	
Legal Review:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Required
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	



Yan Dong

From: Commission@scc.wa.gov <noreply+29899f926be69dff@formstack.com>
Sent: Tuesday, September 3, 2024 2:12 PM
To: Yan Dong
Subject: FORM 4: Addendum

Washington State Conservation Commission

FORM 4: ADDENDUM

Sep 3, 2024 2:12 PM

Conservation District: Thurston

GRANT PROGRAM: Sustainable Farms and Fields (SFF) Operating

Overhead Rate: 25%

Submitted By: Yan Dong
Email: ydong@thurstoncd.com

Total Grant Award: 72730.35

Basic Allocation Award (if applicable):

Total to be obligated under this Addendum: 72730.35

Intermediate Outcome #1: 36513.35

Technical Assistant

Intermediate Outcome #2: 36217.00

Demonstration DIP Project

Intermediate Outcome #3:

Intermediate Outcome #4:

Intermediate Outcome #5:

Total of Intermediate Outcomes: 72730.35



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title: Memorandum of Agreement Between NACD and TCD	
Lead Staff: Kiana Sinner	Board Meeting Date: 09/24/24
Goal of Presentation:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Information <input type="checkbox"/> Feedback
Description/Background:	<i>Please provide a description or background of the project.</i>
<p>Thurston Conservation District will work with the town of Bucoda, WA to re-create and support a community garden. Listening-sessions, buildouts, workshops, technical assistance, and collaborative partnerships will be key to empowering this underserved community to grow more of their own food and foster a resilient Bucoda.</p>	
Pros: Additional funding for TCD. Community support for the town of Bucoda.	Cons: None.
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>	
An increase of \$60,000 for TCD. A need to provide \$15,000 match.	
Recommended Action:	<i>What decision do you recommend the board make?</i>
Approve.	
Legal Review:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Required
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	
Memorandum of Agreement Between The National Association of Conservation Districts and Thurston Conservation District	



Memorandum of Agreement Between The National Association of Conservation Districts and Thurston Conservation District

AGREEMENT

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

Grantee Address: 582 Tilley Ct SE, Suite 152
Tumwater, WA 62704

Grantee Contact Person: Nora Carmen-White
Email Address: nwhite@thurstoncd.com
Phone Number: (360) 999-3727

NACD shall provide the Grantee with a total grant of: \$60000
The Grantee agrees to provide match in the amount of: \$15000

according to the information outlined in the Grantee’s proposal to the NACD request for proposals (RFP) announced on January 17, 2024.

The Grantee agrees to carry out the initiatives for the project **Growing with Bucoda** detailed in the proposal, and that proposal is hereby made a part of this Agreement as **Exhibit I**. In keeping with NACD procurement policy, this grant has been awarded under a competitive process. These funds are made available by a Contribution Agreement between NACD and the Natural Resources Conservation Service (NRCS). The requirements as specified in the RFP are also made a part of this Agreement as **Exhibit II**.

It is the intent of this Agreement and this project to increase the urban agriculture conservation technical assistance available to your community to improve the conditions of natural resources and the society that depend on them while providing the maximum flexibility for you to carry out your responsibilities for these funds.

STATEMENT OF WORK

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

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

NACD may, from time to time as it deems appropriate, communicate specific instructions and requests to the Grantee concerning the performance of the work described in this Agreement. Upon such notice and within ten business days, the Grantee shall respond to such requests. It is expressly understood by the parties these instructions and requests are for the sole purpose of performing the specific tasks requested to ensure satisfactory completion of the work described in this Agreement, and are not intended to amend or alter this Agreement or any part thereof.

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

The Grantee shall consult with the personnel of NACD and other appropriate persons as necessary to assure understanding of the work and satisfactory completion thereof. NACD will designate a person or persons to whom the Grantee will contact and who will communicate with the Grantee regarding the services provided, the time for performance of the services and to assist in arranging communications and/or other arrangements with NACD personnel to facilitate the performance under this Agreement.

REPORTING

NACD will require quarterly (3 month) reports for the project as of the following dates:

REPORT #	PERIOD COVERED	DATE DUE
1	Starting date to December 31	January 15
2	January 1 to March 31	April 15
3	April 1 to June 30	July 15
4	July 1 to September 30	October 15
Final Report	End of last quarterly report and full project period	Within 30 days of completion of project, no later than December 15, 2025.

When expenditures and or metrics are not available as of the report deadline, a report is still required and should include a statement in the narrative section explaining the reason such information is not provided.

A final report will be due at the grant period's end. Using the templates provided by NACD, the reports should address progress on carrying out technical assistance work outlined in Exhibit I; related outreach, marketing, and public relations accomplishments; and progress on providing sustainability for the project going into the future.

Approval from NACD is required for all proposed deviations of more than 10% from your original proposed budget.

NACD will respond to reports when there is a request for guidance or a question of compliance with this Agreement.

TERM OF AGREEMENT

This Agreement is effective and binding upon both parties for **up to 16 months** from the day of the last signature date set forth below, with a final grant end date no later than **November 15, 2025**. This Agreement shall remain in effect until the work described in Exhibit I is completed to the satisfaction of NACD, or until otherwise terminated as provided in this Agreement. This Agreement may be extended for an additional period for very specific reasons agreed upon by both parties, but within the terms of NACD's agreement with NRCS. Such no cost extensions are granted on extremely limited bases, and the grantee must have submitted all quarterly reports on time to enable an extension.

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

TERMINATION

Either party to this agreement may terminate this agreement with a 30-day notice. In such a case any unused funds will be returned. This Agreement may also be terminated by NACD for noncompliance with its provisions.

RECORD KEEPING REQUIREMENTS

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

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

AUDIT

The Grantee assures NACD that it complies with Single Audit requirements under 2 CFR 200 (“Uniform Guidance”), Subpart F and that it will notify NACD of completion of required audits and of any adverse findings which impact this subaward. For a period of three (3) years after date of receipt of final payment, NACD, Federal Awarding Agency or an authorized representative shall have the right to audit, at its own expense and upon reasonable notice at a mutually agreeable time, all financial books, accounts, and records of funds received, and costs and commitments incurred under this Subaward. If any audit reveals a material discrepancy or error in reporting, the Grantee will reimburse NACD upon request for the disallowed costs and expenses associated with such audit.

PAYMENT TERMS AND CONDITIONS

An initial check for 25% of the grant will be issued to the Grantee upon receipt of the signed copy of this Agreement. The remaining amount of the grant will be provided in quarterly payments (25% of grant amount) upon satisfactory completion of each quarterly report. If the Grantee is unable to use all the funds on the project by the initial deadline, or by an approved extension, all remaining funds will be returned to NACD.

All budgetary amendments, modifications, or alterations must be formally submitted in writing and approved by NACD before implementation. This written approval shall serve as the official authorization for any changes to the budget and must be documented accordingly. Any deviations or alterations made without prior written approval are considered invalid and not binding to the established budget guidelines.

CONFLICTS OF INTEREST

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

INDEMNIFICATION

The Grantee at its own expense, shall defend and hold NACD, its officers and employees, harmless from any and all claims, expenses, damages and judgments, including attorney's fees, in the event of a suit or claim arising out of the Grantee's performance in executing the services as stated in Exhibit I and II. Similarly, NACD shall provide the District with reasonable notice of such suit or claim and provide information required for the defense of same.

WARRANTY AND DISCLAIMER OF WARRANTY

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

COMPLIANCE WITH LAW

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

NON-DISCRIMINATION

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

LIMITATION OF LIABILITY

The Grantee's and NACD's liability for damages, whether in contract or in tort, shall not exceed the amount of direct damages incurred by either party as determined by a court of competent jurisdiction.

The Grantee's and NACD's sole and exclusive remedies for failure to perform under this Agreement shall be as set forth in this Article. In no event shall either party be liable to the other for any indirect or consequential damages, including lost profits, even if the parties knew or should have known of the possibility of such damages.

CHANGES OR MODIFICATIONS

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

ASSIGNMENT

Neither this Agreement nor any rights, duties, or obligations described herein shall be assigned by either party hereto and not already agreed to in Exhibit I without the prior express written consent of the other party.

CONSTRUCTION

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

FORCE MAJEURE

Neither party shall be responsible for failure to perform under this Agreement due to causes beyond the parties' control, including but not limited to, fires, civil disobedience, riots, embargoes, explosions, rebellions, strikes, work stoppages, acts of God or acts of any governmental authority or any other similar occurrence.

BINDING EFFECT

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

SEVERABILITY

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

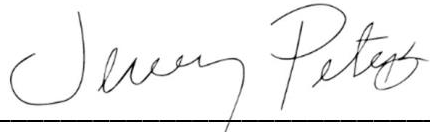
IN WITNESS WHEREOF, the parties have executed this Agreement as of the last signature date set forth below.

Signature, District Chair or designated official/manager

Print Name of Signer

Name of Grantee: Thurston Conservation District

_____, 2024
(Month) (Date)

A handwritten signature in cursive script that reads "Jeremy Peters".

Jeremy Peters, Chief Executive Officer
National Association of Conservation Districts

August 19, 2024



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title: Supplemental Engineering Funding Award	
Lead Staff: Katrinka Hibler	Board Meeting Date: 09/24/24
Goal of Presentation:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Information <input type="checkbox"/> Feedback
Description/Background:	<i>Please provide a description or background of the project.</i>
<p>Supplemental Engineering funding is used to develop project prior to the funding cycle so that there is more time for implementation with they are funded.</p>	
Pros: This funding is designated for engineering design projects and not limited by region in the district.	Cons: We did not receive the full requested amount that we received last year because more districts requested funding.
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>	
This funding has a fiscal benefit to the district by supporting the engineering salary and also provides 25% to overhead.	
Recommended Action:	<i>What decision do you recommend the board make?</i>
approve	
Legal Review:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Required
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	



Yan Dong

From: Commission@scc.wa.gov <noreply+29899f926be69dff@formstack.com>
Sent: Wednesday, September 11, 2024 9:12 PM
To: Yan Dong
Subject: FORM 4: Addendum

Washington State Conservation Commission

FORM 4: ADDENDUM

Sep 11, 2024 9:12 PM

Conservation District: Thurston

GRANT PROGRAM: Engineering (PE)

Overhead Rate: 25%

Submitted By: Yan Dong
Email: ydong@thurstoncd.com

Total Grant Award: 34800.00

Basic Allocation Award (if applicable):

Total to be obligated under this Addendum: 34800.00

Intermediate Outcome #1: 34800.00

Engineering Work

Intermediate Outcome #2:

Intermediate Outcome #3:

Intermediate Outcome #4:

Intermediate Outcome #5:

Total of Intermediate Outcomes: 34800.00



BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title: HSIL Outreach ILA MCD	
Lead Staff: Stephanie Bishop	Board Meeting Date: 09/24/24
Goal of Presentation:	<input checked="" type="checkbox"/> Decision <input type="checkbox"/> Information <input type="checkbox"/> Feedback
Description/Background:	<i>Please provide a description or background of the project.</i>
<p>This Agreement is made and entered by and between Thurston Conservation District (TCD) and Mason Conservation District (MCD) for the purpose of establishing the roles and responsibilities of MCD and TCD on the South Sound HSIL #23-1853 for the duration of the funding, scheduled from September 15, 2023 to April 30, 2027, as more fully described herein. The authority for this agreement is granted in Section 2 ("Cooperative Efforts") of the Puget Sound Conservation Districts' Interlocal Agreement, effective August 1, 2012.</p>	
Pros: MCD will complete deliverables on a shared Shore Friendly South Sound outreach grant	Cons: N/A
Fiscal Impacts: <i>Please describe the costs associated with this action.</i>	
MCD will invoice TCD for up to \$37,676	
Recommended Action:	<i>What decision do you recommend the board make?</i>
Approve and sign	
Legal Review:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not Required
Supporting Documents: <i>Please list below and attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	
HSIL Outreach ILA	



**South Sound HSIL Outreach
9/15/2023 through 4/30/2027**

This Agreement is made and entered by and between Thurston Conservation District (TCD) and Mason Conservation District (MCD) for the purpose of establishing the roles and responsibilities of MCD and TCD on the South Sound HSIL #23-1853 for the duration of the funding, scheduled from September 15, 2023 to April 30, 2027, as more fully described herein. The authority for this agreement is granted in Section 2 (“Cooperative Efforts”) of the Puget Sound Conservation Districts’ Interlocal Agreement, effective August 1, 2012.

Background

In this project the Conservation Districts within the South Sound Shore Friendly collaborative will develop and execute outreach activities related to the Shore Friendly programs in Mason, Thurston, and Pierce Counties. We will also partner with the broader regional Shore Friendly group to maximize efficiencies in outreach efforts, to share outreach materials, and to capitalize on collective knowledge. For its part, the South Sound Shore Friendly collaborative will develop a pilot rewards program to showcase project outcomes and Shore Friendly’s role in Puget Sound recovery; develop curricula for influencer groups within local permitting offices, produce articles for relevant trade magazines for professionals working on shorelines, and promote Shore Friendly at local community events.

Statement of Work

The Statement of Work (SOW) in the RCO Project Agreement for the South Sound HSIL Outreach (2023-2027) represents collaboration between Thurston Conservation District, Pierce Conservation District, and Mason Conservation District. The Tasks and Deliverables described therein are the responsibility of the three districts to complete collectively. The Deliverables will be divided between the three CD’s. The table below delineates the roles each CD will play in each deliverable (shown as “Lead”, “Support”, or “No Role”):

Statement of Work				
Task	Deliverables	MCD	TCD	PCD
Task 3: Broader Impacts and Communication				
		Overall Task 3 Budget: \$11,850	Overall Task 3 Budget: \$50,652	Overall Task 3 Budget: \$6861

	<p>3.5 Pilot Rewards Program</p> <ul style="list-style-type: none"> o Rewards program description memo o Rewards program outcomes and lessons learned memo o Completed project communication products 	No Role	Lead	Support
	<p>3.6 Pilot Communication Methodology</p> <ul style="list-style-type: none"> o Template Project Profile 	Support	Lead	Support
	3.7 Broader Impacts and Communication Status Update	Support	Lead	Support
Task 4: Social Media Campaign				
		Overall Task 4 Budget: \$8219	Overall Task 4 Budget: \$2475	Overall Task 4 Budget: \$2939
	4.2a Copies of published newsletters	Lead	Support	Support
	4.2b Social media analytics report			
	4.4 Social Media Campaign Status Update	Lead	Support	Support
Task 5: Influencer Training				
		Overall Task 5 Budget: \$10,067	Overall Task 5 Budget: \$2145	Overall Task 5 Budget: \$3015
	5.1 County Workshop Training materials and plan for implementation	Lead	Support	Support
	5.1 Influencer Workshop Training materials and plan for implementation			
	5.2 Annual summary of training	Lead	Support	Support

	activities and workshops			
	5.4 Influencer Training Status Update	Lead	Support	Support
Task 6: Personal Engagement				
		Overall Task 6 Budget: \$7540	Overall Task 6 Budget: \$1815	Overall Task 6 Budget: \$1690
	6.1a Annual summary of events attended or hosted	Lead	Support	Support
	6.1b Shore Friendly Outreach material			
	6.3 Copy of articles	Support	Support	Lead
	6.4 Personal Engagement Status Update	Lead	Support	Support

Responsibilities of Thurston Conservation District

Role: TCD will act as the primary sponsor under the South Sound HSIL #23-1853. TCD will bill RCO for all expenditures under the SFSS program, including costs incurred by MCD. MCD will invoice TCD for their expenditure.

Cooperation with TCD: TCD shall cooperate so that MCD can perform the work under this Agreement and shall make a good faith effort to assist TCD as requested and as resources allow.

TCD agrees to execute SFSS billing in PRISM. MCD agrees to provide data required for TCD to execute SFSS reporting in PRISM.

Payment of invoices. TCD will pay invoices submitted in conformity with the invoicing requirements described in the “Responsibilities of Mason Conservation District” section of this Agreement within 30 days of receipt, subject to the total payment limitation therein. TCD may request clarification of invoices and annotations before issuing payment.

Timeline: TCD will accept and honor invoices related to the South Sound HSIL Outreach for Tasks and Worksites associated with the September 15, 2023-April 30, 2027 funding period received on or before May 15, 2027.

Adherence to RCO Project Agreement: TCD is the primary sponsor on RCO Project Agreement and Statement of Work for the South Sound HSIL Outreach (2023-2027), filed under PRISM # 23-1853. TCD will provide a copy of the RCO Project Agreement for

the South Sound HSIL Outreach (2023-2027) to MCD.

Responsibilities of Mason Conservation District

Role: TCD agrees to execute SFSS reporting in PRISM. TCD will be primarily responsible for progress reporting & PRISM final report to RCO.

Cooperation with TCD: MCD shall cooperate so that TCD can perform the work as primary sponsor under this Agreement and shall make a good faith effort to assist TCD as requested and as resources allow.

Invoicing: MCD will submit quarterly invoices to TCD for the South Sound HSIL Outreach Initiative expenditures. The parties agree that total payments under this Agreement shall not exceed \$37,676. MCD will annotate invoices so that each line item is assigned to a specific SOW Task and PRISM Worksite. MCD will provide itemized receipts, timesheets, or other documentation for all invoices.

Each CD is responsible for tracking their own expenditures according to the PRISM Worksites and SOW Tasks and Deliverables to ensure they do not exceed the agreed upon limit, both in total and for individual Deliverables and Worksites. Any expenditure made in excess of the agreed upon limits, will not receive payment from TCD.

Timeline: MCD will submit all invoices related to the South Sound HSIL Outreach Initiative for Deliverables and Worksites associated with the September 15, 2023-April 30, 2027 funding period on or before May 15, 2027.

Adherence to RCO Project Agreement: MCD is subject to all standards, conditions, agreements, and other language outlined in the RCO Project Agreement and Statement of Work for the South Sound HSIL Outreach (2023-2027), filed under PRISM #23-1853, which is attached here as Attachment A.

Authority

Each person executing this Agreement on behalf of a party represents and warrants that such person has the authority to execute this Agreement on behalf of such party.

Termination

Any of the parties may terminate their part of this agreement upon 30 days prior written notification to the other parties.

Indemnification

To the fullest extent permitted by law, TCD and MCD shall indemnify, defend, and hold harmless each other, their Boards of Supervisors, elected officials, agents and employees, as well as the State of Washington, its officials, agents and employees from

and against all claims for injuries or death, losses or suits including attorney fees arising out of or resulting from the indemnifying party's performance of this agreement.

Disputes

In the event that a dispute arises under this agreement, TCD and MCD will promptly give the other notice of problems or concerns arising in connection with carrying out the scope of work under this Agreement and will meet as needed, but no later than fifteen (15) days after receipt of a written request for a meeting to minimize the same. If the dispute is not resolved through such preventative discussions, TCD and MCD may by mutual agreement submit the matters to mediation or arbitration upon such rules of mediation or arbitration as TCD and MCD may agree.

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

THURSTON CONSERVATION DISTRICT

MASON CONSERVATION DISTRICT

Approved:

Approved:

Jason Ragan

Date: _____

Date: 7-25-24

Item

5

Update WACD and NACD
For Thuston Conservation District September 24, 2024 Meeting

Washington Association of Conservation District (WACD)

1. Financials – Things are on track with the budget and no anomalies. Signed a \$71,700 agreement with NRCS for certain tasks (appears as things we already do or want to do) and will be put forth in a formal budget modification to the WACD board.
2. Independent audit – Anticipate a comprehensive report with recommendations at the annual meeting. Audit “feels” like a thorough analysis.
3. Savings account – WACD receives 3.78% from the Edward Jones account and the Local Government Entity Pool (LGIP) gives 5.4%, so during the last year WACD could have gained about \$7,400 if it had been in LGIP. Going with LGIP would give resiliency and diversification. Consensus was to change when new WACD officers are on board.
4. WACD will resurrect a “professional Service” award. Eligibility will be a staffer for a conservation entity.

National Association of Conservation Districts 2024 SW/Pacific Meeting in Anchorage on September 11-13.

This is a summary of notes based on the NACD meeting's chronological order and *only* covers those meetings Doug attended. I counted 127 at the general session.

1. Meeting was hosted by the Alaska Association and the Alaska Village Initiative (Tribal)
2. NRCS Regional Conservationist Astor Boozer - the challenge for 2025 will getting dollars on the ground.
3. Alan McBee, NRCS state conservationist
 - a. There are 227 federally recognized tribes in AK. It was not until 2017 that AK recognized Tribes.
 - b. 99% of private lands in AK are held by indigenous groups.
 - c. 65% of the population live within 100 miles of Anchorage. 80% of the communities are off the road system. Alaska has 22 Tribal CDs and 12 non-Tribal CDs.
 - d. Subsistence farming/gathering is of prime agricultural importance.
4. Grays Harbor CD gave a presentation “Save a beer-Plant a Tree”. David Marcell, Nate Jackson, Kelsey Hunter, Orlando Maldonado. How they partnered with Mt. Olympus Brewing. Maybe an opportunity to partner with Thurston CD.
5. Ryan Baye, WACD, presented Sharing Conservation Programs in WA. (How we share resources and coordinate - engineers, archaeologists, IT, legal, HR, etc.)
6. NRCS sessions on climate change and climate-smart commodities which they split into two parts – 1) Mitigation (sequestration, addressing causes), and 2) Adaption (preparing for the future, focus on opportunities and markets).
7. Tours – Four tours were offered. 1) Turnagain Arm (salmon habitat, glacier, tram ride up Mt. Alyeska), 2) Smithsonian Arctic Studies Center (native culture, artifacts), 3) Anchorage Soil and Water CD tour (nursery, community orchard, urban agriculture, invasives), 4) Matanuska Valley (up the valley in the primary agricultural area of Alaska, reindeer farm, musk ox farm, plant materials center [seed research and handling]).
8. General
 - a. From discussion, two biggest issues in both regions are land use conversion and recruiting.
 - b. Salmon dinner at the Alaska Native Heritage Center with Eskimo (Dene` dances).
 - c. Discussion, but no action, on developing an MOU between the two regions.
 - d. Michael Aguon (Guam) was re-elected as the Pacific representative on the NACD executive board.

Upcoming Events

October, 2024	WACD Area Meetings information here .
December 2-4, 2024	WACD Annual Meeting at Airway Heights, Northern Quest Resort and Casino.
February 8-12, 2025	NACD 2025 Annual Meeting. Salt Lake City
To Be Determined	NACD 2025 Summer Meeting. Milwaukee
September 9-12, 2025	NACD SW/Pacific Joint region meeting. Loveland CO
February 14-19, 2026	NACD 2026 Annual Meeting. San Antonio
To Be Determined	NACD 2026 Summer Meeting. Grand Rapids
Late summer/early fall	NACD 2026 SW/Pacific Joint region meeting. Guam

Prepared by Doug Rushton on 9/19/24

K:\Thurston CD\2024\Board Meetings & Work Sessions\9-24-24 TCD Work Session & Board M\9-19-24 WACD NACD Updates for TCD 9-24-24 Board Meeting.docx

Item

6



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

October 22, 2024, 5:00 pm - 8:00 pm

Zoom Meeting Link:

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

Passcode: 2918

Meeting ID: 916 5857 7844

Call in: 1-253-215-8782

Work Session Topic List

5:00 pm – 6:00 pm

1. Topic List Review, *All*
2. Eld Inlet Bulkhead Removal Project: *Karin Strelloff & Katrinka Hibler*
3. Community Partner Presentation: TBD
4. Riverbend Ranch Project Update, *Sarah Moorehead*
5. Conservation and Education Center (CEC) Development, *All*
6. Important Updates & Announcements
 - a. Board of Supervisors, *All*
 - b. Executive Director, *Sarah Moorehead (Executive Director)*

Board Meeting

6:30 pm – 8:00 pm

- | | |
|---------------------------------------------------------------------------------|-------------------|
| 1. Welcome, Introductions, Audio Recording Announcement | 6:30 PM |
| | <i>5 minutes</i> |
| 2. Agenda Review | 6:35 PM |
| | <i>5 minutes</i> |
| 3. Consent Agenda – Action Item | 6:40 PM |
| A. August 27, 2024, Board Work Session & Meeting Minutes | <i>5 minutes</i> |
| B. September 2024 Financial Report | |
| 4. Public Comment | 6:45 PM |
| *Three minutes per person | <i>10 minutes</i> |
| 5. Partner Reports (if present) | 6:55 PM |
| A. Washington State Conservation Commission (WSCC), <i>Josh Giuntoli</i> | <i>15 Minutes</i> |
| B. Washington Association of Conservation Districts (WACD), <i>Doug Rushton</i> | |
| C. National Association of Conservation Districts (NACD), <i>Doug Rushton</i> | |

6. WACD Southwest Area Meeting Debrief, All	7:10 PM <i>10 minutes</i>
7. Blank,	7:20 PM <i>10 minutes</i>
8. Governance, All – Action Item	7:30PM
A. Blank	<i>10 minutes</i>
B. November 26, 2024 Work Session Topic List & Meeting Agenda Development	
9. Executive Session	7:40 PM
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>20 minutes</i>
 Adjourn	 8:00 PM

Informational Only Items:

- I. Executive Director’s Report*
-

Important Future Dates

November 2024

TCD closed, Veteran’s Day	Nov 11
TCD Board Work Session & Meeting 5:00 -7:30 p.m. In-person and Virtual (Zoom)	Nov 26
TCD closed, Thanksgiving	Nov 28
TCD Closed, Native American Heritage Day	Nov 29

December 2024

WACD Annual Conference, Spokane, WA	Dec 2-4
WSCC Commission Meeting, Spokane, WA	Dec 05
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Dec 24
TCD closed, Christmas Day	Dec 25

January 2025

New Years Day	Jan 1
Martin Luther King, Jr., Day	Jan 20
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Jan 28

Informational Items



Executive Director's Report

Sarah Moorehead – Executive Director

September 24, 2024

Priority Initiative Updates

Fall Legislative Tours

TCD's annual fall legislative tour planning is underway! Each year, TCD hosts elected officials and candidates of all levels on field tours of projects and programs, discussing important funding programs, on-the-ground needs in conservation, and policy barriers that need support. Tours feature multiple sites and presentations, and an interactive lunch. Space is limited to the target audience due to spatial accommodations. Please let us know if you'd like to attend!

See below for some information on this year's tours!

October 17th: South Thurston Tour

This tour will focus primarily on the Chehalis Basin, including projects that enhance stewardship and preservation of agricultural lands, major-scale salmon recovery efforts, and community education and food access for underserved communities.

October 24th: North Thurston Tour

This tour will focus primarily on Puget Sound, including marine shoreline restoration projects, salmon recovery in the Deschutes watershed, projects that enhance stewardship and preservation of agricultural lands, and social justice in food access projects in downtown Olympia.

For more information, contact: Sarah Moorehead, smoorehead@thurstoncd.com

Community Events

Fall is a great community events season at TCD! Check out these ways to get involved in TCD's work and see what happens on the ground!

Harvest Festival

Saturday, October 5th, 2024

10:00 am – 3:00 pm

South Union Grange Hall (10030 Tilley Rd SW #860, Olympia, WA 98512)

Join TCD for our annual fall outreach event – Harvest Festival! This festival celebrates community with all of TCD's programs and services to prepare your landscape for the Fall/Winter season! Participate in fun community building activities – such as the pie baking contest, cider pressing or our upcycled scarecrow contest! Learn more about soil testing, rental equipment, and natural resources at our educational booths and demonstrations!

More info: <https://www.thurstoncd.com/harvest-festival/>
To volunteer – contact: Kiana Sinner, ksinner@thurstoncd.com

Orca Recovery Day

Saturday, October 19th, 2024
10:00 am – 2:00 pm
Squaxin Park (2600 East Bay Drive Northeast, Olympia, WA 98506)

Volunteers are invited to be a part of the solution for our endangered Southern Resident orca whales. During this restoration event, we will work together to restore forested habitats to their intended state by planting Pacific Northwest trees and shrubs. The day will also include a guided shore walk, refreshments, and a chance to learn about other organizations helping to better our orcas!

More info: <https://www.thurstoncd.com/get-involved/volunteer/ord/>
To volunteer – register via webform here:
<https://app.smartsheet.com/b/form/64d8d30bd73a4e01b6fa44c3d535ebb6>

K-12 Water Quality Monitoring

Sign up to support students collecting local water quality data throughout Thurston County with South Sound GREEN! Each year in October and February, students collected water samples from nearby water bodies and test for pH, nitrates, fecal coliform, turbidity and dissolved oxygen. This data is used to monitor trends throughout the year, and across multiple years, in their discussion about aquatic species health and human impacts on water quality!

More information: <https://www.thurstoncd.com/water-quality-monitoring/>
To volunteer – contact: Sam Nadell, snadell@thurstoncd.com

District Operations

August 27, 2024 Board Meeting Action Items

- None

2025 Budget Development

Below is the anticipated timeline for development and approval of the 2025 annual budget:

October	Discuss budget priorities and review anticipated unrestricted budget needs. (All)
November	Revise budget drafts based on board feedback and actuals. (Staff) Review draft annual budget. (Board)
December	Revise budget drafts, as needed. (Staff) Adopt final 2025 Annual Budget. (Board)

Year-End Meeting Business and Meeting Schedule

In addition to 2025 Budget Development, the Board will also:

- Adopt a 2025 Elections Resolution (October)
- Conduct a 2024 Executive Director Evaluation (November/December)

- Adopt a new Collective Bargaining Agreement (December)
- Initiate next phase of CEC Development (anticipated December)

Typically, the TCD Board amends the November and December meeting schedules to accommodate holidays and the WACD Annual Meeting. Moving the meeting up 1 week would continue to support the year-end schedule. (As in past years, this means the financial reports are adopted at the following month's meeting, since the information needed to prepare the reports isn't received this early in the month.)

The Board should consider new meeting dates during the following:

November – 18th – 22nd

December – 16th – 20th

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.