

Thurston Conservation District Board of Supervisors

Work Session Minutes

December 17, 2025

Hybrid: In-Person and Virtual on Zoom

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

Actual Meeting Time: 5:00 p.m. – 6:02 p.m.



Present at Work Session:

TJ Johnson, TCD Board Chair

Marianne Tompkins, TCD Board Vice Chair

Doug Rushton, TCD Board Supervisor

Jennifer Colvin, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Tina Wagner, TCD Staff

Ben Cushman, TCD Legal Counsel

- 1 **1.** Topic List Review, *All*
- 2 **2.** Staff Presentation: Community Garden Update, *Tina Wagner*
- 3 **3.** WACD Annual Conference Debrief, *All*
- 4 a. HR Law Updates, *Executive Director Sarah Moorehead*
- 5 **4.** Flooding & Disaster Preparedness, *Executive Director Sarah Moorehead*
- 6 **5.** TCD Resolution # 2025-06: Entering into Real Estate Transactions, *All*
- 7 **6.** Strategic Plan: Land Acknowledgement, *Executive Director Sarah Moorehead*
- 8 **7.** 2026 Annual Plan Development – Goals Discussion, *All*
- 9 **8.** Conservation and Education Center (CEC) Development, *All*
- 10 **9.** Important Updates & Announcements
- 11 a. Board of Supervisors, *All*
- 12 b. Executive Director, *Executive Director Moorehead*

Respectfully,

Signed by:

10178BB597ED9411

TJ Johnson, TCD Board Chair

Thurston Conservation District Board of Supervisors Regular Board Meeting Minutes

December 17, 2025

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 6:30 p.m. – 8:40 p.m.

Actual Meeting Time: 6:30 pm – 7:18 p.m.



Present at Board Meeting:

TJ Johnson, TCD Board Chair

Marianne Tompkins, TCD Board Vice Chair

Doug Rush Rushton, TCD Board Supervisor

Jennifer Colvin, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Tina Wagner, TCD Staff

Stephanie Bishop, TCD Staff

Karin Strelhoff, TCD Staff

Ben Cushman, TCD Legal Counsel

Bob Barnes, member of the public

Summary of Action Items

- 1 • None.

Summary of Motions Passed

2
3 *Supervisor Colvin moved to approve the amended Agenda. Supervisor Rushton seconded.*
4 *Motion passed unanimously, (4-0).*

5 *Supervisor Rushton moved to approve the Consent Agenda. Supervisor Colvin seconded.*
6 *Motion passed unanimously, (4-0).*

7 *Supervisor Rushton moved to approve the TCD 2026 Budget. Supervisor Colvin seconded.*
8 *Motion passed unanimously, (4-0).*

9 *Supervisor Tompkins moved to approve the TCD Resolution #2025-06: Entering into Real*
10 *Estate Transactions. Supervisor Colvin seconded. Motion passed unanimously, (4-0).*

11 *Supervisor Rushton moved to approve the amended TCD 2026 – 2030 & Beyond Strategic*
12 *Plan. Supervisor Colvin seconded. Motion passed unanimously, (4-0).*

13 *Supervisor Rushton moved to adjourn the December 17, 2025 TCD Board Meeting. Supervisor*
14 *Colvin seconded. Motion passed unanimously, (4-0).*

Full Version of the Minutes

15 Welcome & Introductions

16 At 6:30 p.m., TCD Board Chair TJ Johnson called the December 17, 2025 Regular Board Meeting
17 to order. TCD Board, Staff, members of the public, and legal counsel were introduced by Board
18 Chair Johnson. He announced that the meeting was being video recorded. TCD Supervisors,
19 Johnson, Rushton and Colvin and Executive Director Moorehead attended the meeting in

20 person at the TCD office. Supervisor Tompkins attended virtually. Supervisor Iyall was not in
21 attendance and was excused.

22 **Agenda Review**

23 TCD Board Chair Johnson amended the agenda by adding item *6.D National Association of*
24 *Conservation Districts (NACD)* to the agenda. He also proposed decreasing the time for item *12:*
25 *Executive Session: To review the performance of the Executive Director* from 25 minutes to 15
26 minutes.

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

29 **Consent Agenda**

- 30 A. November 19, 2025, Board Work Session & Meeting Minutes
31 B. November Financial Report
32 C. WA State Department of Ecology Goebel Road Restoration Funding Agreement
33 D. WA State Department of Ecology Site Management Funding Agreement
34 E. Thurston County Volunteer Stewardship Program Cost Share Funding Agreement
35 F. RCO Mid- Eld Inlet Nearshore Restoration Application Authorization
36 G. RCO Henderson Inlet Nearshore Restoration Application Authorization
37 H. South Thurston Community Wildfire Protection Plan

38 ***Supervisor Rushton moved to approve the Consent Agenda. Supervisor Colvin seconded.***
39 ***Motion passed unanimously, (4-0).***

40 **Volunteer of the Year Award Recognition**

41 Bob Barnes received the Doug Rushton Conservation Legacy Award for over 50 years of
42 conservation service.

43 **Public Comment**

44 No public members made comments.

45 **Partner Reports**

- 46 A. National Resources Conservation Service (NRCS) Update, TBD
47 B. Washington State Conservation Commission (WSCC) Update, Josh Giuntoli
48 • Mr. Giuntoli was not present.
49 C. Washington Association of Conservation Districts (WACD) Update, Sarah Moorehead.
50 • Sarah Moorehead gave an update.
51 D. National Association of Conservation Districts (NACD) Update,
52 • Executive Director Moorehead gave an update.

53 **TCD 2026 Budget**

54 ***Supervisor Rushton moved to approve the proposed TCD 2026 Budget. Supervisor Colvin***
55 ***seconded. Motion passed unanimously, (4-0).***

56 **TCD Resolution #2025-06: Entering into Real Estate Transactions**

57 ***Supervisor Tompkins moved to adopt the TCD Resolution #2025-06: Entering into Real Estate***
58 ***Transactions. Supervisor Colvin seconded. Motion passed unanimously, (4-0).***

59 **TCD 2026-2030 & Beyond Strategic Plan**

60 Supervisor Rushton proposed to amend *Appendix 2: Thurston County Data and Characteristics*
61 of the *TCD 2026-2030 & Beyond Strategic Plan* to include a Land Recognition statement.

62 ***Supervisor Rushton moved to approve the amended TCD 2026-2030 & Beyond Strategic Plan.***
63 ***Supervisor Colvin seconded. Motion passed unanimously, (4-0).***

64 **Governance**

65 A. January 28, 2026 Work Session Topic List & Meeting Agenda Development

66 **Work Session**

- 67 • Topic List Review, *All*
- 68 • Staff Presentation: Farmland Preservation, *Tina Wagner*
- 69 • Community Partner Presentation: Bio Cellulose, *TBD*
- 70 • Strategic Planning Outreach, *Executive Director, Moorehead*
- 71 • Legislative Day Preparation, *All*
- 72 ○ Election Reform/F1
- 73 • Conservation and Education Center (CEC) Development, *All*
- 74 • Important Updates & Announcements
- 75 ○ Board of Supervisors, *All*
- 76 ○ Executive Director, *Sarah Moorehead*

77 **Board Meeting Agenda**

- 78 • Welcome, Introductions, Audio Recording Announcement
- 79 • Agenda Review
- 80 • Consent Agenda
- 81 ○ December 17, 2025 Board Work Session & Meeting Minutes
- 82 ○ January 2026 and 2025 Year End Financial Report
- 83 • Wildlife Farmer of the Year Award Recognition: Riverbend Ranch
- 84 • Public Comment
- 85 • Partner Reports (if present)
- 86 ○ National Resources Conservation Service
- 87 ○ Washington State Conservation Commission
- 88 ○ Washington Association of Conservation Districts

- 89 • Governance, *All*
90 ○ February 25, 2026 Work Session Topic List & Meeting Agenda Development
91 • **Executive Session:** to consider the selection of a site or the acquisition of real
92 estate by lease or purchase when public knowledge regarding such consideration
93 would cause a likelihood of increased price.

94 **Executive Session: To consider the selection of a site or the acquisition of real estate**
95 *RCW 42.30.110 (1)(b) To consider the selection of a site or the acquisition of real estate by*
96 *lease or purchase when public knowledge regarding such consideration would cause the*
97 *likelihood of increased price.*

98 The Executive Session opened at 6:51 p.m. to last no more than 10 minutes and concluded at
99 7:01p.m. In attendance: TCD Board Members, Johnson, Rushton, Tompkins, and Colvin;
100 Executive Director Moorehead; TCD Legal Counsel Ben Cushman.

101 **Executive Session Report Out**

102 No action was taken.

103 **Executive Session: To review the performance of the Executive Director**

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

106 The Executive Session opened at 7:03 pm to last for no more than 15 minutes and concluded at
107 7:18 pm. In attendance: TCD Board members Johnson, Rushton, Tompkins, and Colvin, and
108 Executive Director Moorehead. The Executive Director left the session after 10 minutes and the
109 remaining board members concluded the session.

110 **Executive Session Report Out**

111 No action was taken.

112 ***Supervisor Rushton moved to adjourn the December 17, 2025 TCD Board Meeting. Supervisor***
113 ***Colvin seconded. Motion passed unanimously, (4-0).***

114 **Adjourn 7:18 pm**

Respectfully,

Signed by:


TJ Johnson, TCD Board Chair

Certificate Of Completion

Envelope Id: E14D112B-FF2E-45E9-9A4C-0C039FAD118B
 Subject: Complete with Docusign: 12-17-25 WS & BM Minutes.docx
 Source Envelope:
 Document Pages: 5
 Certificate Pages: 4
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed
 Envelope Originator:
 TCD Administration
 2918 Ferguson St SW Suite A
 A
 Tumwater, WA 98512-6187
 TCDAdmin@thurstoncd.com
 IP Address: 50.190.7.201

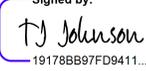
Record Tracking

Status: Original
 2/2/2026 11:54:31 AM
 Holder: TCD Administration
 TCDAdmin@thurstoncd.com
 Location: DocuSign

Signer Events

TJ Johnson
 olyurbanagrarian@gmail.com
 Chair, Board of Supervisors
 Security Level: Email, Account Authentication
 (None)

Signature

Signed by:

 19178BB97FD9411...
 Signature Adoption: Pre-selected Style
 Using IP Address: 67.160.51.67

Timestamp

Sent: 2/2/2026 11:59:44 AM
 Viewed: 2/2/2026 4:23:08 PM
 Signed: 2/2/2026 4:23:28 PM

Electronic Record and Signature Disclosure:
 Accepted: 2/2/2026 4:23:08 PM
 ID: 46d58b25-de3c-4132-92df-86fd64e3e28d

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/2/2026 11:59:44 AM
Certified Delivered	Security Checked	2/2/2026 4:23:08 PM
Signing Complete	Security Checked	2/2/2026 4:23:28 PM
Completed	Security Checked	2/2/2026 4:23:28 PM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Thurston Conservation District (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Thurston Conservation District:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: TCDadmin@thurstoncd.com

To advise Thurston Conservation District of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at TCDadmin@thurstoncd.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Thurston Conservation District

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to TCDadmin@thurstoncd.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Thurston Conservation District

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to TCDadmin@thurstoncd.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Thurston Conservation District as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Thurston Conservation District during the course of your relationship with Thurston Conservation District.