Thurston Conservation District Board of Supervisors

Work Session Topic List & Board Meeting Agenda

October 28, 2026, 5:00 pm - 8:15 pm

Zoom Meeting Link:
https://zoom.us/j/91658577844?pwd=cDgvaC9jcWRBU0luUFFHc1lrb3hLQT09

Passcode: 2918
Meeting ID: 916 5857 7844
Call in: 1-253-215-8782

Work Session Topic List

5:00 pm – 6:00 pm

1. Topic List Review, *All*
2. Staff Presentation: Growing Community, *Aimee Richardson*
3. Rates and Charges Update, *Chair TJ Johnson and Executive Director Moorehead*
4. 2027 Budget Development, *Executive Director Moorehead*
5. Conservation and Education Center (CEC) Development, *All*
6. 36-Hour Workweek Committee Update, *All*
7. Important Updates & Announcements
    a. Board of Supervisors, *All*
    b. Executive Director, *Sarah Moorehead*

Board Meeting

6:30 pm – 8:15 pm

1. Welcome, Introductions, Audio Recording Announcement — **6:30 PM**
5 minutes

2. Agenda Review — **6:35 PM**
5 minutes

3. Consent Agenda – *Action Item* — **6:40 PM**
A. September 23, 2026, Board Work Session & Meeting Minutes — *5 minutes*
B. October 2026 Financial Report
C. FY26-28 CERB Planning

4. Public Comment — **6:45 PM**
*Three minutes per person — *10 minutes*

5. Partner Reports (if present) — **6:55 PM**
A. Natural Resources Conservation Service, (NRCS) *Tara Donohoe* — *15 minutes*
B. Washington State Conservation Commission (WSCC), *Josh Giuntoli*

C. Washington Association of Conservation Districts (WACD), *Sarah Moorehead*
   i. SW Area Meeting Debrief
   ii. Annual Meeting Registration

6. Governance, All – Action Item **7:10 PM**
A. 2027 Board Supervisor Election Memo *20 minutes*
B. November 18, 2026 Work Session Topic List & Meeting Agenda Development

7. Executive Session: To review candidates for public office **7:30 PM**
RCW 42.30.110 (1)(h) To evaluate the qualifications of a candidate for appointment to elective office. *15 minutes*

8. Executive Session Report Out – *Action Item* **7:45 PM**
5 minutes

9. Executive Session: To discuss the performance of the executive director **7:50 PM**
RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. *20 minutes*

10. Executive Session Report Out – *Action Item* **8:10 PM**
5 minutes

Adjourn **8:15 PM**

Informational Only Items:
I. Executive Director's Report

Important Future Dates

November 2026

TCD Closed Veterans Day	Nov 11
WACD Board Meeting	Nov 16
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Nov 23
TCD Closed, Thanksgiving	Nov 26
TCD Closed, Native American Heritage Day	Nov 27

December 2026

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

January 2027

TCD Closed, New Year's Day	Jan 1
TCD Closed, Martin Luther King Jr. Day	Jan 18
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Jan 27

Thurston Conservation District
Consent Agenda Decision Sheet
October 28, 2026 Board Meeting

A. September 23, 2026 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. October 2026 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. FY26-28 CERB Planning 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

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, WASHINGTON ON October 28, 2026, AND EFFECTIVE IMMEDIATELY

SIGNED:

_____ _____

TJ Johnson, Board Chair Marianne Tompkins, Board Vice-Chair

_____ _____

Doug Rushton, Board Auditor Kevin Cornell, Board Member

_____

Attest: Sarah Moorehead, Executive Director

Thurston Conservation District Board of Supervisors

Work Session Minutes

September 23, 2026
Hybrid: In-Person and Virtual on Zoom
Originally Scheduled: 5:00 p.m. – 6:00 p.m.
Actual Meeting Time: 5:00 p.m. – 6:12 p.m.

Present at Work Session:

TJ Johnson, TCD Board Chair
Marianne Tompkins, TCD Board Vice Chair
Dough Rushton, TCD Board Auditor
Kevin Cornell, TCD Board Supervisor
Sarah Moorehead, TCD Executive Director
Sophia Barashkoff, TCD Staff
Nora Carman-White, TCD Staff
Stephanie Bishop, TCD Staff
Kirsten Hill, TCD Staff
Ben Cushman, TCD Legal Counsel
Rachel Stendahl, Chehalis Basin Education Consortium
Rachel Freidman, Community Farm Land Trust

1. **1.** Topic List Review, *All*
2. **2.** Welcome New Board Member, *All*
3. **3.** Staff Presentation: Green Stormwater, *Stephanie Bishop*
4. **4.** Community Partner Presentation: Chehalis Basin Education Consortium, *Rachael Stendahl*
5. **5.** Board Recruitment Process & Interviews, *All*
6. **6.** WACD Business*, All*
    a. Proposed Resolutions
    b. Ways & Means Committee Update
7. **7.** Year End Board Meeting Dates, *All*
8. **8.** Harvest Dinner & Fund Raiser, *All*
9. **9.** Legislative Tour Debrief, *Executive Director Moorehead*
10. **10.** Conservation & Education Center (CEC) Development, *All*
11. **11.** Important Updates & Announcements
    a. Board of Supervisors, *All*
    b. Executive Director, *Executive Director Moorehead*

Respectfully,

_____

TJ Johnson, TCD Board Chair

Thurston Conservation District Board of Supervisors

Regular Board Meeting Minutes

September 23, 2026
Hybrid: In-Person and Virtual on Zoom
Originally Scheduled: 6:30 p.m. – 7:40 p.m.
Actual Meeting Time: 6:30 pm – 7:17 p.m.

Present at Board Meeting:

TJ Johnson, TCD Board Chair
Marianne Tompkins, TCD Board Vice Chair
Doug Rushton, TCD Auditor
Kevin Cornell TCD Board Supervisor
Sarah Moorehead, TCD Executive Director
Sophia Barashkoff, TCD Staff
Ben Cushman, TCD Legal Counsel
Josh Giuntoli, Washington State Conservation Commission

Summary of Action Items

Summary of Motions Passed

Supervisor Rushton moved to approve the amended Agenda. Supervisor Cornell seconded. Motion passed unanimously, (4-0).

Supervisor Rushton moved to approve the Consent Agenda. Supervisor Cornell seconded. Motion passed unanimously, (4-0).

Supervisor Tompkins moved to adjourn the September 23, 2026 TCD Board Meeting. Supervisor Cornell seconded. Motion passed unanimously, (4-0).

Full Version of the Minutes

Welcome & Introductions

At 6:30 p.m., TCD Board Chair Johnson called the September 23, 2026 Regular Board Meeting to order. TCD Board, staff, members of the public, and legal counsel were introduced by Board Chair Johnson. He announced that the meeting was being video recorded. TCD Supervisors, Johnson, Tompkins, Rushton, Cornell and Executive Director Moorehead attended the meeting in person at the TCD office.

Agenda Review

The item to Welcome the New Board Member was moved from the Board Meeting agenda to the Work Session agenda. The Board of Supervisors also moved the Rates & Charges and Farmland Preservation conversation from the Work Session agenda to the Board Meeting agenda after the Partner Reports item and before the Governance item.

Supervisor Rushton moved to approve the amended Agenda. Supervisor Cornell seconded. Motion passed unanimously, (4-0).

Consent Agenda

A. August 26, 2026, Board Work Session & Meeting Minutes
B. September 2026 Financial Report
C. FY24-27 Olympia Ecosystems Vendor Agreement Amendment
D. FY26-27 Placekeep Vendor Agreement
E. FY26-27 South Sound Green Inspire Olympia Funding Agreement
F. TCD Policy 5:10 Light Refreshments and Meals

Supervisor Rushton moved to approve the Consent Agenda. Supervisor Cornell seconded. Motion passed unanimously, (4-0).

Public Comment

No member of the public gave comment.

Partner Reports

A. National Resources Conservation Service (NRCS) Update, Tara Donohoe
    - Ms. Donohoe was not present.
B. Washington State Conservation Commission (WSCC) Update, Josh Giuntoli
    - Mr. Giuntoli was present and gave an update.
    - The Commission approved the updates to the Washington Administrative Code (WAC) 135-110 on Conservation District Elections. WACD will continue to pursue legislation to revise and update conservation district elections process.
C. Washington Association of Conservation Districts (WACD) Update, Sarah Moorehead
    - Executive Director Moorehead was present. No update was given.

2027 – 2036 Rates and Charges and Farmland Preservation

- The hearing date for the Thurston County Commissioners to consider TCD's Rates and Charges proposal has been set for October 20, 2026 at 3:30pm at the County Commissioners Office. The District has been collecting letters of support from local jurisdictions for TCD's proposal. TCD has been supporting the County's public notice statutory requirements and preparing their presentation for the hearing.
- The District will prioritize on the ground farmland preservation efforts in 2027, including researching existing farmland preservation programs to develop plans, policies, and programs to preserve farmland in Thurston County.

Governance

A. October 28, 2026 Work Session Topic List and Meeting Agenda Development

Work Session

- Topic List Review, *All*
- Community Partner Presentation: *TBD*
- Staff Presentation: Growing Community*, Aimee Richardson*
- WACD Business: Southwest Area Meeting Debrief and Annual Conference, *All*

- TCD County Commissioner Conservation Tour Debrief, *Executive Director Moorehead*
- TCD Harvest Dinner & Fund Raiser Debrief, *Executive Director Moorehead*
- Rates and Charges Update*, Chair TJ Johnson and Executive Director Moorehead*
- Conservation and Education Center Update (CEC) Development*, All*
- Important Updates & Announcements
  - Board of Supervisors, *All*
  - Executive Director, *Sarah Moorehead*

Board Meeting Agenda

- Welcome, Introductions, Audio Recording Announcement
- Agenda Review
- Welcome New Board Supervisor
- Consent Agenda
  - September 23, 2026 Board Work Session & Meeting Minutes
  - October 2026 Financial Report
- Public Comment
- Partner Reports (if present)
  - National Resources Conservation Service
  - Washington State Conservation Commission
  - Washington Association of Conservation Districts
- Governance, *All*
  - November 18, 2026 Work Session Topic List & Meeting Agenda Development
- **Executive Session:** 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.
- **Executive Session:** to discuss the performance of the executive director. To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

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

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.

The Executive Session opened at 7:07pm to last for no more than 10 minutes and concluded at 7:17pm. In attendance: TCD Board Members Johnson, Tompkins, Rushton and Cornell and Executive Director Moorehead, and legal counsel Ben Cushman.

Executive Session Report Out

No action was taken.

Supervisor Tompkins moved to adjourn the September 23, 2026 TCD Board Meeting.
Supervisor Cornell seconded. Motion passed unanimously, (4-0).

Adjourn 7:17 pm

Respectfully,

_____

TJ Johnson, TCD Board Chair

Thurston Conservation District
October 2026 Financial Notes

Congratulations to us!

The District's Rates & Charges will increase to $25 per parcel and $0.10 per acre beginning in 2027. Lots of gratitude to the board for all your efforts to make this happen. Thurston County will be better for it.

TCD hosted its first ever fund raising event with a beautiful and fun Farm-to-Table Dinner at Summit Farms. The District raised just over $24,000 for the Conservation and Education Center.

<u>September and Year-to-Date (YTD) Profit & Loss (P&L)</u>

1. The District experienced a net loss of $98,348 for September and a YTD net income loss of $162,167 for the year.

<u>September and Year-to-Date (YTD) Profit & Loss (P&L)</u>

2. The District is reporting a net income loss of $162,167 for this year compared to a positive net income of $124,318 last year for a difference of 231%. When comparing the difference between the two years TCD's position can look dire. However, the 2026 net loss is actually a small number when compared to the total expenses ($3,681,905) for the year – 4%. Similarly, the 2025 positive net income is a small percentage of last year's total expenses ($3,406,010) at 4%.

<u>Unrestricted Budget vs Actual</u>

3. The total amount recorded in the *2026 CEC Fundraising Dinner* only includes the fair market value ($82 per ticket) from each ticket sold. The remaining amount ($18 per ticket) is a donation to the CEC Fund.
4. Please notice that the Farm-to-Table Dinner ticket sale donations ($18 per ticket) does not appear in *Contributions Private* (line 12) of the 2026 Unrestricted Budget vs Actual. This income does not contribute to the Unrestricted Budget. Rather the donation amount from each ticket will be recorded in the Conservation and Education Center Fund, which is currently at $169,653. Similarly, the donation income from the Dessert Dash, Raise the Paddle, and other general donations will also be recorded in the CEC Fund.
5. A number of budget line items have already gone over budget. Staff are being asked to, wherever possible, prioritize using grant funding for activities and to delay incurring expenses until 2027.

Thurston Conservation District
Profit & Loss
September 2026

	Sep 26	
Ordinary Income/Expense		
Income		
3400000 · Charges for Goods and Services		
3451100 · Soil/Water Conservation Service		
3451110 · Soil Testing	664.17	
3451120 · Nutrient Spreader Rentals	347.44	
3451130 · Poultry Equiment & Tool Rentals	92.75	
3451140 · Plant Sales	1,708.60	
Total 3451100 · Soil/Water Conservation Service		2,812.96
3417000 · Sales of Merchandise		
3417020 · Conference Ticket Income	525.00	
3417030 · CEC Dinner Ticket Income	1,394.00	
Total 3417000 · Sales of Merchandise		1,919.00
Total 3400000 · Charges for Goods and Services		4,731.96
3300000 · Grant Revenues		411,714.10
3600000 · Miscellaneous Revenues		
3699100 · Miscellaneous Other		12.00
3685000 · Special Assessments - Service		7,710.76
3670000 · Nongovernmental Contributions		
3671202 · CEC Donation	1,756.00	
Total 3670000 · Nongovernmental Contributions		1,756.00
3610000 · Interest and Other Earnings		456.63
Total 3600000 · Miscellaneous Revenues		9,935.39
Total Income		426,381.45
Gross Profit		426,381.45
Expense		
Vehicle Allocation		0.00
Overhead Allocation		0.00
5531000 · Salaries & Benefits		283,903.56
5314000 · Interns		2,600.00
5314101 · Legal Fees & Services		2,000.00
5314102 · Audit & Accounting		1,386.77
5314103 · Computer Services		3,795.00
5314100 · Professional Services		57,438.81
5314400 · Advertising		773.29
5314203 · Printing Services		1,458.94
5314104 · Janitorial Services		700.00
5314501 · Office Rent		8,680.00
5314700 · Utilities		324.40
5314503 · Equipment Leases		207.05
5314504 · Vehicle Leases		1,032.82
5314200 · Communications		1,427.42
5354800 · Repairs & Maintenance		660.97
5314505 · Software Licenses		720.76
5313101 · Office Supplies		88.03
5314202 · Postage & Shipping		273.30
5314307 · Licenses and Permits		3,253.70
5314117 · Soil Testing		326.50
5313401 · Plants for Resale		3,331.02
Project Expenses		10,274.97

Thurston Conservation District
Profit & Loss
September 2026

	Sep 26
5314302 · Staff - Conference & Training	-208.00
5314306 · Board - Conference & Training	88.89
5314300 · Staff - Travel	1,701.17
5314108 · Construction & Restoration Work	98,950.24
5314110 · Bank Fees & Interest Charges	1.75
5314600 · Liability Insurance Premiums	3,057.50
560000 · Sub-Awards / Pass-Through	32,088.77
5945360 · Capital Outlays	
5945364 · Computer Hardware	4,391.96
Total 5945360 · Capital Outlays	4,391.96
Total Expense	524,729.59
Net Ordinary Income	-98,348.14
Net Income	**-98,348.14**

Thurston Conservation District
Profit & Loss
January through September 2026

	Jan - Sep 26	
Ordinary Income/Expense		
Income		
3400000 · Charges for Goods and Services		
3451100 · Soil/Water Conservation Service		
3451110 · Soil Testing	5,040.32	
3451120 · Nutrient Spreader Rentals	744.59	
3451121 · No-Till Drill Rentals	474.12	
3451130 · Poultry Equiment & Tool Rentals	1,375.64	
3451140 · Plant Sales	46,176.34	
3451150 · Partner Fee for Service	17,200.87	
Total 3451100 · Soil/Water Conservation Service		71,011.88
3417000 · Sales of Merchandise		
3417020 · Conference Ticket Income	2,025.00	
3417030 · CEC Dinner Ticket Income	3,936.00	
Total 3417000 · Sales of Merchandise		5,961.00
Total 3400000 · Charges for Goods and Services		76,972.88
3300000 · Grant Revenues		3,086,750.77
3600000 · Miscellaneous Revenues		
3699100 · Miscellaneous Other		12.00
3685000 · Special Assessments - Service		339,402.46
3670000 · Nongovernmental Contributions		
3671202 · CEC Donation	2,339.00	
3671201 · Private Contributions	11,100.00	
Total 3670000 · Nongovernmental Contributions		13,439.00
3610000 · Interest and Other Earnings		3,160.73
Total 3600000 · Miscellaneous Revenues		356,014.19
Total Income		3,519,737.84
Gross Profit		3,519,737.84
Expense		
Vehicle Allocation		0.00
Overhead Allocation		0.00
5531000 · Salaries & Benefits		2,252,219.95
5314000 · Interns		15,322.91
5314101 · Legal Fees & Services		22,000.00
5314102 · Audit & Accounting		5,327.21
5314103 · Computer Services		33,753.26
5314100 · Professional Services		181,939.64
5314400 · Advertising		1,444.54
5314203 · Printing Services		5,631.32
5314104 · Janitorial Services		6,825.00
5314501 · Office Rent		78,120.00
5314700 · Utilities		4,742.86
5314503 · Equipment Leases		2,605.97
5314504 · Vehicle Leases		5,128.00
5314200 · Communications		14,834.45
5313102 · Photocopier Usage		415.66
5354800 · Repairs & Maintenance		8,908.70

Thurston Conservation District
Profit & Loss
January through September 2026

	Jan - Sep 26	
5314505 · Software Licenses		19,915.16
5313101 · Office Supplies		2,908.63
5314202 · Postage & Shipping		1,700.29
5314902 · Organizational Dues		5,549.89
5314307 · Licenses and Permits		3,960.68
5314117 · Soil Testing		3,145.75
5313401 · Plants for Resale		54,057.41
Project Expenses		63,645.42
5314302 · Staff - Conference & Training		17,485.33
5314306 · Board - Conference & Training		301.22
5314300 · Staff - Travel		14,746.79
5314301 · Board Travel		1,938.38
5314108 · Construction & Restoration Work		323,868.30
5314109 · Cost Share		123,341.72
5314110 · Bank Fees & Interest Charges		662.26
5314600 · Liability Insurance Premiums		27,850.82
5314111 · Late Fees & Penalties		0.00
560000 · Sub-Awards / Pass-Through		355,136.60
66300 · Sales Tax Adjustments		890.98
5945360 · Capital Outlays		
5945369 · Tenant Improvements	2,990.82	
5945367 · Restoration Equipment	809.70	
5945363 · Equipment & Office Furniture	1,750.67	
5945364 · Computer Hardware	16,028.22	
Total 5945360 · Capital Outlays		21,579.41
Total Expense		3,681,904.51
Net Ordinary Income		-162,166.67
Net Income		**-162,166.67**

Thurston Conservation District
Profit & Loss Prev Year Comparison
January through September 2026

	Jan - Sep 26	Jan - Sep 25	$ Change	% Change
Ordinary Income/Expense				
Income				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	5,040.32	4,667.54	372.78	8.0%
3451120 · Nutrient Spreader Rentals	744.59	569.71	174.88	30.7%
3451121 · No-Till Drill Rentals	474.12	387.27	86.85	22.4%
3451130 · Poultry Equiment & Tool Rentals	1,375.64	2,214.71	-839.07	-37.9%
3451140 · Plant Sales	46,176.34	31,948.42	14,227.92	44.5%
3451150 · Partner Fee for Service	17,200.87	35,064.90	-17,864.03	-51.0%
Total 3451100 · Soil/Water Conservation Service	71,011.88	74,852.55	-3,840.67	-5.1%
3417000 · Sales of Merchandise				
3417010 · TCD Swag Shop	0.00	1,207.40	-1,207.40	-100.0%
3417020 · Conference Ticket Income	2,025.00	0.00	2,025.00	100.0%
3417030 · CEC Dinner Ticket Income	3,936.00	0.00	3,936.00	100.0%
Total 3417000 · Sales of Merchandise	5,961.00	1,207.40	4,753.60	393.7%
Total 3400000 · Charges for Goods and Services	76,972.88	76,059.95	912.93	1.2%
3300000 · Grant Revenues	3,086,750.77	3,114,497.29	-27,746.52	-0.9%
3600000 · Miscellaneous Revenues				
3699100 · Miscellaneous Other	12.00	917.49	-905.49	-98.7%
3685000 · Special Assessments - Service	339,402.46	334,443.67	4,958.79	1.5%
3670000 · Nongovernmental Contributions				
3671202 · CEC Donation	2,339.00	0.00	2,339.00	100.0%
3671201 · Private Contributions	11,100.00	2,144.40	8,955.60	417.6%
Total 3670000 · Nongovernmental Contributions	13,439.00	2,144.40	11,294.60	526.7%
3610000 · Interest and Other Earnings	3,160.73	2,265.61	895.12	39.5%
Total 3600000 · Miscellaneous Revenues	356,014.19	339,771.17	16,243.02	4.8%
Total Income	3,519,737.84	3,530,328.41	-10,590.57	-0.3%
Gross Profit	3,519,737.84	3,530,328.41	-10,590.57	-0.3%
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	2,252,219.95	1,900,593.96	351,625.99	18.5%
5314000 · Interns	15,322.91	19,795.00	-4,472.09	-22.6%
5314101 · Legal Fees & Services	22,000.00	18,000.00	4,000.00	22.2%
5314102 · Audit & Accounting	5,327.21	7,970.85	-2,643.64	-33.2%
5314103 · Computer Services	33,753.26	24,545.47	9,207.79	37.5%
5314100 · Professional Services	181,939.64	329,055.92	-147,116.28	-44.7%
5314400 · Advertising	1,444.54	2,522.19	-1,077.65	-42.7%
5314203 · Printing Services	5,631.32	10,287.35	-4,656.03	-45.3%
5314104 · Janitorial Services	6,825.00	6,875.00	-50.00	-0.7%
5314501 · Office Rent	78,120.00	75,843.00	2,277.00	3.0%
5314700 · Utilities	4,742.86	4,609.85	133.01	2.9%
5314503 · Equipment Leases	2,605.97	3,361.30	-755.33	-22.5%
5314504 · Vehicle Leases	5,128.00	5,139.80	-11.80	-0.2%
5314200 · Communications	14,834.45	14,295.83	538.62	3.8%
5313102 · Photocopier Usage	415.66	487.74	-72.08	-14.8%
5354800 · Repairs & Maintenance	8,908.70	6,215.76	2,692.94	43.3%
5314505 · Software Licenses	19,915.16	19,769.63	145.53	0.7%
5313101 · Office Supplies	2,908.63	3,098.38	-189.75	-6.1%
5313103 · Promotional Items	0.00	3,006.88	-3,006.88	-100.0%
5314202 · Postage & Shipping	1,700.29	1,123.24	577.05	51.4%
5314902 · Organizational Dues	5,549.89	5,379.89	170.00	3.2%
5314307 · Licenses and Permits	3,960.68	294.95	3,665.73	1,242.8%
5314117 · Soil Testing	3,145.75	3,753.14	-607.39	-16.2%
5313401 · Plants for Resale	54,057.41	42,272.94	11,784.47	27.9%
Project Expenses	63,645.42	70,899.91	-7,254.49	-10.2%

Thurston Conservation District
Profit & Loss Prev Year Comparison
January through September 2026

	Jan - Sep 26	Jan - Sep 25	$ Change	% Change
5314302 · Staff - Conference & Training	17,485.33	16,455.49	1,029.84	6.3%
5314306 · Board - Conference & Training	301.22	881.70	-580.48	-65.8%
5314300 · Staff - Travel	14,746.79	18,330.78	-3,583.99	-19.6%
5314301 · Board Travel	1,938.38	473.82	1,464.56	309.1%
5314119 · Cultural Resources	0.00	17,833.05	-17,833.05	-100.0%
5314108 · Construction & Restoration Work	323,868.30	254,765.88	69,102.42	27.1%
5314109 · Cost Share	123,341.72	293,300.23	-169,958.51	-58.0%
5314110 · Bank Fees & Interest Charges	662.26	628.87	33.39	5.3%
5314600 · Liability Insurance Premiums	27,850.82	31,280.10	-3,429.28	-11.0%
5314111 · Late Fees & Penalties	0.00	0.00	0.00	0.0%
560000 · Sub-Awards / Pass-Through	355,136.60	157,531.52	197,605.08	125.4%
66300 · Sales Tax Adjustments	890.98	19.59	871.39	4,448.1%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
5945360 · Capital Outlays				
5945369 · Tenant Improvements	2,990.82	0.00	2,990.82	100.0%
5945367 · Restoration Equipment	809.70	24,785.76	-23,976.06	-96.7%
5945363 · Equipment & Office Furniture	1,750.67	1,747.87	2.80	0.2%
5945364 · Computer Hardware	16,028.22	8,777.85	7,250.37	82.6%
Total 5945360 · Capital Outlays	21,579.41	35,311.48	-13,732.07	-38.9%
Total Expense	3,681,904.51	3,406,010.49	275,894.02	8.1%
Net Ordinary Income	-162,166.67	124,317.92	-286,484.59	-230.5%
Net Income	**-162,166.67**	**124,317.92**	**-286,484.59**	**-230.5%**

Thurston Conservation District
Balance Sheet
As of September 30, 2026

	Sep 30, 26
ASSETS	
Current Assets	
Checking/Savings	
3088010 · Checking-103 Beneficial	108,984.81
3081001 · Checking-7444 Timberland	1,823.74
3088020 · Savings Accounts	
3088021 · Saving-116 Beneficial Reserve	4,199.13
3088022 · Saving-129 Beneficial CEC	19,668.04
Total 3088020 · Savings Accounts	23,867.17
3092001 · LGIP Investment Account	51,379.56
3088030 · Counter Cash	313.38
3088040 · PayPal Account	1,423.14
Total Checking/Savings	187,791.80
Accounts Receivable	885,046.43
Other Current Assets	
3090500 Prepaid Accounts	
3090509 · Other Prepaid Expenses	58,881.61
3090508 · Refundable Deposit Paid	150.00
3090501 · Prepaid Insurance	34,100.50
3090507 · Security Deposit - Tilley Court	8,427.00
Total 3090500 Prepaid Accounts	101,559.11
3091000 · 309.10.00 Inventory Asset	2,666.56
3092000 · 309.20.00 Cash on Hand	7,227.24
Total Other Current Assets	111,452.91
Total Current Assets	1,184,291.14
Fixed Assets	
3090600 · Tenant Improvements	66,750.00
Total Fixed Assets	66,750.00
TOTAL ASSETS	**1,251,041.14**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	168,718.89
Credit Cards	27,228.39

Thurston Conservation District
Balance Sheet
As of September 30, 2026

	Sep 30, 26
Other Current Liabilities	
3471000 · Grant Advances	
3471200 · WSCC Advances	45,361.13
Total 3471000 · Grant Advances	45,361.13
3861100 · Sales Tax Payable	993.68
3861000 · Payroll Liabilities	276,334.50
Total Other Current Liabilities	322,689.31
Total Current Liabilities	518,636.59
Total Liabilities	518,636.59
Equity	
3200000 Opening Bal Equity	287,545.21
3201000 Retained Earnings	607,026.01
Net Income	-162,166.67
Total Equity	732,404.55
TOTAL LIABILITIES & EQUITY	**1,251,041.14**

2026 Unrestricted Budget vs Actual

September 75.00%

	Account Name	2026 Mid-Year Revised Budget	2026 Actual	$ Over Budget	% of Budget Spent
1	Income	1,319,063	922,524	-396,539	69.94%
2	Retail Sales	92,350	62,477	-29,873	67.65%
3	Food Production and Consumption	1,500	1,373	-127	91.55%
4	Poultry Equipment & Tool Rentals	1,500	1,373	-127	91.55%
5	Soil Conservation and Health	8,250	6,259	-1,991	75.87%
6	Soil Testing	7,600	5,040	-2,560	66.32%
7	Nutrient Spreader Rentals	300	745	445	248.20%
8	No-Till Drill Rentals	350	474	124	135.46%
9	Community Outreach and Education	68,900	46,176	-22,724	67.02%
10	Plant Sales	68,900	46,176	-22,724	67.02%
11	Other Income	13,700	8,669	-5,031	63.28%
12	Contributions Private	0	0	0	N/A
13	Interest Income	3,700	2,846	-854	76.91%
14	Miscellaneous Income	0	12	12	N/A
15	2026 Growers Conference	5,000	1,875	-3,125	37.50%
16	2026 CEC Fundraising Dinner	5,000	3,936	-1,064	78.72%
17	Grant Revenue	126,713	126,713	0	100.00%
19	Rates and Charges	565,000	339,306	-225,694	60.05%
20	Overhead	535,000	394,028	-140,972	73.65%
21	Overhead Allocation	518,000	379,735	-138,265	73.31%
22	Vehicle Allocation	17,000	14,292	-2,708	84.07%
23	2025 Carry Overs	30,000	30,000	0	100.00%
24	Program Allocation	564,000	484,889	-79,111	85.97%
25	Priority 1: Protect & Restore Natural Resources	50,000	32,708	-17,292	65.42%
26	Working Lands Preservation Initiative	10,000	0	-10,000	0.00%
27	Conservation TA	40,000	32,708	-7,292	81.77%
28	Priority 2: Build Climate Resilience and Disaster Preparedness	64,000	43,998	-20,002	68.75%
29	Food Processing and Tools Rentals	25,000	15,869	-9,131	63.48%
30	Soil Health Testing	31,000	18,281	-12,719	58.97%
31	Nutrient Spreader Rentals	3,000	2,757	-243	91.90%
32	No-Till Drill Rentals	5,000	7,091	2,091	141.82%
33	Priority 3: Create Community, Access, and Equity	290,500	286,381	-4,119	98.58%
34	Farm Link and Land Access	1,000	0	-1,000	0.00%
35	Conservation & Education Center	60,000	42,266	-17,734	70.44%
36	District Communications	60,000	74,268	14,268	123.78%
37	2026 Growers Conference	5,000	12,454	7,454	249.07%
38	2026 CEC Fundraising Dinner	5,000	8,928	3,928	178.56%
39	Plant Sale	75,000	84,115	9,115	112.15%
40	Elections	20,000	13,034	-6,966	65.17%
41	SS Green	45,000	41,437	-3,563	92.08%
42	Envirothon	4,000	4,000	0	100.00%

	Account Name	2026 Mid-Year Revised Budget	2026 Actual	$ Over Budget	% of Budget Spent
43	Teens in Thurston Volunteer Program	2,500	2,500	0	100.00%
44	Website ADA Compliance	10,000	389	-9,611	3.89%
45	TCD Signage	3,000	2,991	-9	99.69%
46	Priority 4: Invest in Organizational Excellence and Leadership	159,500	121,802	-37,698	76.36%
47	Investing in Future Conservation	33,000	23,347	-9,654	70.75%
48	Employee Recruitment	5,000	4,801	-199	96.02%
49	Partnership Building	40,000	33,405	-6,595	83.51%
50	Advocacy Activities	44,000	37,928	-6,072	86.20%
51	Rates & Charges Initiative (Including Rate Study)	20,000	13,506	-6,494	67.53%
52	Staff Conference & Training	12,000	5,873	-6,127	48.94%
53	Board-led Initiatives and Meeting Supplies	1,000	671	-329	67.07%
54	Board Conference, Training, and Travel	4,500	2,271	-2,229	50.48%
55	**Administrative Expenses**	**677,105**	**539,077**	**-138,028**	**79.61%**
56	Administrative Salaries & Benefits	290,000	251,905	-38,095	86.86%
57	TCD Staff Leave Accruals	78,752	60,780	-17,972	77.18%
58	36-Hour Leave Accrual Adjustment	8,050	8,050	0	100.00%
59	Professional Services	77,400	55,089	-22,311	71.17%
60	Legal Services	22,000	18,000	-4,000	81.82%
61	Audit & Accounting	8,000	4,984	-3,016	62.30%
62	Computer Services	43,000	32,105	-10,895	74.66%
63	Professional Services	4,400	0	-4,400	0.00%
64	Facility and Maintenance	122,260	90,459	-31,801	73.99%
65	Janitorial Services	9,100	6,825	-2,275	75.00%
66	Office Rent	104,160	78,120	-26,040	75.00%
67	Utilities	7,500	4,743	-2,757	63.24%
68	Equipment & Office Furniture	1,500	771	-729	51.42%
69	Technology	31,100	22,641	-8,459	72.80%
70	Office Equipment Leases	3,000	2,020	-980	67.32%
71	Communications	18,000	13,390	-4,610	74.39%
72	Photocopier Usage	600	416	-184	69.28%
73	Computer Hardware Purchases	3,000	1,454	-1,546	48.46%
74	Computer Software	6,500	5,362	-1,138	82.49%
75	Vehicles	20,000	14,220	-5,780	71.10%
76	Vehicle Leases	6,000	4,684	-1,316	78.07%
77	Vehicle Repairs & Maintenance	6,500	3,256	-3,244	50.09%
78	Vehicle Fuel	7,500	6,280	-1,220	83.73%
79	Supplies	11,168	7,462	-3,706	66.81%
80	Office Supplies	4,000	1,967	-2,033	49.17%
81	Postage & Shipping	400	250	-150	62.50%
82	Organizational Dues	6,668	5,245	-1,423	78.66%
83	Licenses & Permits	100	0	-100	0.00%
84	Insurance and Banking	38,375	28,471	-9,904	74.19%
85	Bank Fees & Interest Charges	750	620	-130	82.66%
86	Liability Insurance Premiums	37,625	27,851	-9,774	74.02%
87	Late Fees & Penalties	0	0	0	N/A

	Account Name	2026 Mid-Year Revised Budget	2026 Actual	$ Over Budget	% of Budget Spent
88	**Savings**	**107,958**	**107,958**	**0**	**100.00%**
89	Reserve Fund	57,958	57,958	0	100.00%
90	Tenant Improvement Depreciation	22,250	22,250	0	100.00%
91	Other Reserve Fund Savings	35,708	35,708	0	100.00%
92	Conservation Education Center Savings Plan	50,000	50,000	0	100.00%
93	**Net Income (Surplus or Deficit)**	0	**-179,400**	**-179,400**	**N/A**

2026 Restricted Budgets vs Actuals

As of September 30, 2026

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2026 Budget	2026 Actual	2026 Remaining Budget	% of Total Time	% of Total Budget Spent
1	**Federal**											
2	USFWS Restoring South Sound Prairies	US90	F22AC01820-00	07/01/22	07/01/27	190,000	59,197	59,039	29,362	29,677	85.00%	68.84%
3	**DOE**											
4	Black River Frog	E023	OCBASRP-2325-ThurCD-00023	07/01/25	06/30/29	239,036	216,696	68,028	16,021	52,007	31.28%	9.35%
5	Riverbend Construction	E024	OCBASRP-2325-ThurCD-00024	11/01/25	06/30/27	1,771,771	1,528,464	498,067	228,322	269,745	55.02%	13.73%
6	Chehalis Tributary Data Collection	E042	OCBASRP-2325-ThurCD-00042	08/01/25	07/31/27	150,000	114,003	30,680	30,051	628	58.36%	24.00%
7	Neighborhood Stormwater	E045	WQNEPSW-2025-ThurCD-00045	09/30/25	12/31/27	198,986	184,814	65,127	14,172	50,955	44.47%	7.12%
8	Umbrella Site Management	E047	OCBASRP-2325-ThurCD-00047	07/01/25	06/30/29	121,910	64,882	26,871	8,152	18,719	31.28%	46.78%
9	Goebel Road River Restoration	E053	OCBASRP-2327-ThurCD-00053	10/01/25	09/30/27	268,497	174,696	72,726	89,521	-16,795	50.00%	34.94%
10	Scatter Creek	E060	OCBASRP-2527-ThurCD-00060	06/01/26	05/30/28	487,897	458,694	99,475	29,203	70,272	16.71%	5.99%
11	Ecology Elwanger	E165	WQC-2025-ThurCD-00165	11/01/24	10/31/27	500,000	374,829	275,783	59,339	216,444	63.84%	25.03%
12	**RCO**											
13	FY25-29 Shore Friendly Administration	R035	24-1207	07/01/25	06/30/29	2,051,187	1,564,795	651,001	370,231	280,771	31.28%	23.71%
14	ESRP Zangle Cove	R070	20-1517R	07/01/21	04/30/26	110,073	112	6,734	6,623	112	Closed	99.90%
15	FY23-25 ESRP Lower Eld Bulkhead Removal	R090	22-1201R	07/01/23	07/01/26	125,200	0	4,954	4,954	0	Closed	100.00%
16	South Sound Outreach (HSIL)	R100	23-1853O	05/07/24	04/30/27	109,846	54,195	47,112	37,725	9,387	80.53%	50.66%
17	South Sound Riparian Analysis and Implementation	R110	24-1212R	09/25/24	09/25/28	132,614	108,077	22,963	5,137	17,826	50.34%	18.50%
18	Thompson Creek Salmon Recovery	R120	25-1078P	09/16/25	09/15/27	253,000	181,373	130,286	71,627	58,659	52.05%	28.31%
19	**WSCC**											
20	FY25-27 Chehalis	W050	26-13-CH	07/01/25	06/30/27	222,838	89,105	88,820	72,365	16,455	62.60%	60.01%
21	FY25-27 Shellfish Cost Share	W060	26-13-SH	07/25/25	06/30/27	205,000	151,444	61,495	46,873	14,621	61.33%	26.13%
22	FY25-27 CREP	W070	26-13-CE	07/01/25	06/30/27	58,889	15,002	55,165	40,163	15,002	62.60%	74.53%
23	FY25-27 Natural Resource Investments (NRI)	W080	26-13-NR	11/05/25	06/30/27	116,470	86,914	45,711	29,556	16,155	54.73%	25.38%
24	FY25-26 Implementation - Soil Testing Support	W086.2	26-13-IM	02/05/26	06/30/26	500	1	500	499	1	Closed	99.74%
25	FY25-26 Sustainable Farms and Fields	W120	26-13-SFF	07/17/25	06/30/26	40,000	97	27,753	27,656	97	Closed	99.76%
26	FY26-27 Sustainable Farms and Fields	W120	27-13-SFF	07/01/26	06/30/27	41,284	35,462	41,262	5,822	35,439	25.21%	14.10%
27	FY25-27 Forest Health & Community Wildfire Resiliency	W130	26-13-FH	07/09/25	06/30/27	115,343	73,288	47,937	29,933	18,004	62.19%	36.46%
28	FY25-27 Irrigation Efficiencies	W140	26-13-IE	07/17/25	06/30/27	50,000	24,098	35,513	21,852	13,661	61.76%	51.80%
29	FY25-27 Riparian Grant Program (RGP)	W170	26-13-RGP	09/10/25	06/30/27	3,309,305	2,269,631	1,086,155	676,200	409,955	58.57%	31.42%
30	**Other State Grants**											
31	WDFW Building Conservation Capacity	S100	24-25744	03/17/25	06/30/27	500,000	233,824	228,782	154,667	74,114	67.34%	53.24%
32	WDNR Wildfire Ready Neighbors	S200	93-110294	02/10/26	06/30/26	12,350	541	12,350	11,809	541	Closed	95.62%
33	FY26-27 DoC Chehalis River Irrigation (Wobbly Cart Farm)	S404	27-96440-404	09/01/26	06/30/29	29,100	28,137	29,100	963	28,137	2.90%	3.31%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2026 Budget	2026 Actual	2026 Remaining Budget	% of Total Time	% of Total Budget Spent
34	FY26-27 DoC Scatter Creek Pipeline (Piece by Piece Farm, Mosher)	S412	27-96440-411	09/01/26	06/30/29	26,190	25,681	26,190	509	25,681	2.90%	1.94%
35	FY26-27 DoC Skookumchuck River Irrigation Fish Screen (Kinnaman)	S414	27-96440-414	09/01/26	06/30/29	24,250	24,250	4,190	0	4,190	2.90%	0.00%
36	FY26-27 DoC Skookumchuck Irrigation (Riverbend Ranch)	S415	27-96440-415	09/01/26	06/30/29	261,900	261,566	12,500	334	12,166	2.90%	0.13%
37	DOH Manure Management	S500	GVL29108-0	05/13/24	09/30/27	776,247	323,966	386,436	296,432	90,004	70.47%	58.27%
38	**Thurston County**											
39	FY25-27 VSP	TC400	2025-024	07/01/25	06/30/27	170,000	25,318	94,073	78,176	15,897	62.60%	85.11%
40	FY25-27 VSP Cost Share	TC450		08/15/25	06/30/27	223,875	194,572	36,482	28,594	7,888	60.15%	13.09%
41	FY24-26 Thurston County Working Lands Outreach	TC500		08/13/24	06/30/26	5,500	0	4,736	4,736	0	Closed	100.00%
42	FY26-27 Thurston County Net Ecological Gain	TC800	2026-018	05/01/26	06/30/27	275,596	216,781	146,478	58,816	87,662	35.92%	21.34%
43	**Miscellaneous**											
44	FY25-29 Olympia Urban Farmland	M065	NA	01/01/25	12/31/29	259,000	171,521	51,800	36,897	14,903	34.94%	33.78%
45	GRuB Beginning Farmer Development	M066	NA	01/01/24	09/14/26	6,525	-39	1,746	1,785	-39	Closed	100.60%
46	FY26-29 MSU Western SARE	M071	G234-26-WB803	05/01/26	04/30/29	60,000	57,137	19,580	2,863	16,717	13.96%	4.77%
47	FY24-25 NACD Bucoda Community Farm	M077	NA	09/24/24	11/15/25	60,000	2,105	432	0	432	Closed	96.49%
48	WCRRI Prairie Habitat Enhancement	M095	2022-06	01/01/22	06/30/26	119,954	45	11,907	11,862	45	Closed	99.96%
49	FY25-29 Ecostudies Diversity & Resilience of Rural Communities (WCRRI Phase II)	M096	ESI_2025-29	11/01/25	06/30/29	131,000	111,695	31,823	19,305	12,518	24.96%	14.74%
50	FY25-26 NACD Forestry	M200	NA	01/01/25	06/30/26	133,786	-49	90,329	90,377	-49	Closed	100.04%
51	FY25-27 OlyEco NFWF Habitat Resilience	M078	NA	03/01/24	02/28/27	30,000	724	20,706	19,982	724	86.21%	97.59%
52	FY26 Puget Sound Energy	M079		07/01/26	until spent	10,000	4,964	6,300	5,036	1,264	NA	50.36%
53	One Tree Planted	M085	NA	09/03/21	until spent	33,076	25,006	0	0	0	NA	24.40%
54	FY24-26 Pierce County Shellfish NTA	M600	SC-111404	01/01/24	01/31/27	191,000	41,243	70,318	29,075	41,243	89.09%	78.41%
55	**Sentinel Landscape Program (SLP)**											
56	NACD SLP REPI Challenge	SLP075	NA	10/01/21	06/30/28	1,353,000	114,177	74,649	51,447	23,202	74.08%	91.56%
57	EcoStudies REPI	SLP076	SA-2025-01	08/01/25	12/31/28	188,543	158,166	27,880	23,246	4,634	34.11%	16.11%
58	WDFW Landowner Support and Due Diligence (AERI)	SLP077	25-27659	06/01/25	11/30/28	385,000	315,706	71,336	64,929	6,408	38.08%	18.00%
59	**South Sound GREEN**											
60	2025 Interlocal	G019-SS		01/01/25	until spent	64,160	0	8,916	8,916	0	Closed	100.00%
61	2026 Interlocal	G019-SS		01/01/26	until spent	66,432	20,054	66,432	46,378	20,054	NA	69.81%
62	FY25 ESD 113 Climate Education	G019.104		05/15/25	until spent	6,000	1,948	3,731	1,783	1,948	NA	67.54%
63	FY25 Tumwater SD Natural Resources	G019.120		09/03/24	until spent	1,000	0	329	329	0	NA	100.00%
64	foundry10 Congress Support	G019.122		02/23/26	until spent	9,100	0	9,100	9,100	0	Closed	100.00%
65	FY25-27 NOAA B-WET	G019.106		02/01/25	01/31/27	40,720	3,654	27,747	24,093	3,654	83.15%	91.03%
66	2024 Dawkins	G019.28		01/01/24	until spent	20,750	9,833	13,656	3,823	9,833	NA	52.61%
67	FY25-27 Dawkins	G019.28		12/16/24	until spent	30,000	30,000	0	0	0	NA	0.00%
68	2023 Community Foundation	G019.29		10/25/23	until spent	2,500	588	1,700	1,112	588	NA	76.49%
69	2024 Community Foundation	G019.29		11/01/24	until spent	2,500	2,500	0	0	0	NA	0.00%
70	Carlson Charitable	G019.31		12/05/23	until spent	2,500	7	7	0	7	Closed	99.73%
71	2024 Nisqually for Water Quality Testing	G019.60		01/01/24	until spent	5,000	2,321	2,321	0	2,321	NA	53.57%
72	2025 Nisqually	G019.60		11/14/25	until spent	600	600	0	0	0	NA	0.00%
73	TCC General	G019 TCC		01/01/18	until spent	10,096	216	216	0	216	NA	97.86%
74	2024 Squaxin	G019.85		02/01/24	until spent	2,250	2,250	0	0	0	NA	0.00%
75	2025 Squaxin	G019.85		03/01/25	until spent	1,000	1,000	0	0	0	NA	0.00%
76	FY25-26 Inspire Olympia	G019.130		08/01/25	until spent	30,000	0	6,867	6,867	0	Closed	100.00%
77	FY26 Inspire Olympia	G019.130		06/01/26	until spent	47,500	38,176	42,650	9,324	33,326	NA	19.63%
78	FY25-27 NFWF Improving Salmon Habitat	G019.864	1301.26.086400	08/30/25	04/30/27	54,490	52,100	54,490	2,390	52,100	65.19%	4.39%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2026 Budget	2026 Actual	2026 Remaining Budget	% of Total Time	% of Total Budget Spent
79	**Teens in Thurston Volunteer Program**											
80	Nisqually TNT 2024	T070	NA	01/01/24	until spent	5,581	2,149	2,509	360	2,149	NA	61.49%
81	**Envirothon Program**											
82	2025 Chehalis Tribe Envirothon	T040		03/01/25	until spent	2,500	1,220	1,494	274	1,220	NA	51.21%
83	2026 Pork Blakely Envirothon	T040		01/26/26	until spent	500	500	500	0	500	NA	0.00%
84	2026 Washington State Envirothon	T040		03/01/26	until spent	1,220	1,220	1,220	0	1,220	NA	0.00%

Thurston Conservation District

Payment Report

September 2026

Num	Type	Date	Name	Funding Source	Expense Account	Paid Amount
15723	Credit Card Charge	09/01/26	Amazon	Various Funding Sources	5313101 · Office Supplies	19.53
15743	Credit Card Charge	09/01/26	Fred Meyer	T030 - District Communications	5314901 · Meeting & Event	126.78
15744	Credit Card Charge	09/01/26	Fred Meyer	T030 - District Communications	5314901 · Meeting & Event	3.00
15700	Credit Card Charge	09/01/26	GM Energy	T030 - District Communications	5314311 · EV Charging	15.22
15723	Credit Card Charge	09/01/26	The Owl's Nest	T030 - District Communications	5314901 · Meeting & Event	86.53
15743	Credit Card Charge	09/01/26	Facebook	Various Funding Sources	5314400 · Advertising	124.30
15744	Credit Card Charge	09/01/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	24.49
15745	Cash	9/1/2026	Samantha Tinner	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
15746	Cash	9/1/2026	Katie Austin	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
15747	Cash	9/1/2026	Carla Bangs	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
15759	Cash	9/1/2026	Sarah Pyburn	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
15760	Cash	9/1/2026	Lisa Howard	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
15767	Cash	9/1/2026	Liz Soto	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
15770	Cash	9/1/2026	Nichole Alexander	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
15771	Cash	9/1/2026	Jeanette Ernst	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
15786	Cash	9/1/2026	Hannah-Grace Snow Sr	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
15788	Cash	9/1/2026	Jessica Curenton	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
15793	EFT	9/1/2026	Tilley Court Caves, LLC	A010 - Administrative Expenses	5314501 · Office Rent	8,680.00
15794	EFT	9/1/2026	Delta Dental	A010 - Administrative Expenses	5531212 · Dental Benefits	3,226.15
15795	Credit Card Charge	09/02/26	Urraco Coffee	T030 - District Communications	5314901 · Meeting & Event	44.62
15796	Credit Card Charge	09/02/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	37.97
15797	Credit Card Charge	09/02/26	Mothers Root	T030 - District Communications	5314901 · Meeting & Event	815.00
15798	Credit Card Charge	09/02/26	Enterprise	SLP075 - NACD SLP	5314504 · Vehicle Leases	221.78
15799	Credit Card Charge	09/02/26	Pilot Travel Center	SLP075 - NACD SLP	5313201 · Vehicle Fuel	50.04
15800	Credit Card Charge	09/02/26	Pilot Travel Center	SLP075 - NACD SLP	5313201 · Vehicle Fuel	26.89
15801	Cash	9/2/2026	Bobbi Marshall	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
15802	Credit Card Charge	09/03/26		A010 - Administrative Expenses	5314110 · Bank Fees & Interest Charges	1.75
15803	Credit Card Charge	09/03/26	QRFY	T030 - District Communications	5314901 · Meeting & Event	117.00
15804	Credit Card Charge	09/03/26	US Postal Service	T098 - Soil Health Testing	5314202 · Postage & Shipping	32.16
15806	Credit Card Charge	09/03/26	Flying J Store #1169	W170 - FY25-27 RGP	5314107 · Project Supplies	24.91
15811	Credit Card Charge	09/03/26	Ace Hardware	W170 - FY25-27 RGP	5314107 · Project Supplies	35.13
15812	EFT	9/3/2026	Comcast	A010 - Administrative Expenses	5314204 · Internet Services	262.17
15814	Credit Card Charge	09/04/26	Grainger	T030 - District Communications	5314107 · Project Supplies	27.57
15816	Credit Card Charge	09/04/26	Costco	T097 - Plant Sale	5314107 · Project Supplies	33.47
15817	Credit Card Charge	09/04/26	Best Buy	TC800 - TC Net Ecological Gain	5945364 · Computer Hardware	332.67
15818	Credit Card Charge	09/05/26	Deer Busters	W170 - FY25-27 RGP	5314108 · Construction & Restoration Work	4,678.20
15819	Credit Card Charge	09/05/26	Private Internet Access	A010 - Administrative Expenses	5314505 · Software Licenses	54.99
15820	Credit Card Charge	09/05/26	UPS	T030 - District Communications	5314202 · Postage & Shipping	11.99
15821	Credit Card Charge	09/07/26	Starlink	T030 - District Communications	5314204 · Internet Services	10.00

15822	Credit Card Charge	09/07/26	QuickBooks Time Support (TSheets)	A010 - Administrative Expenses	5314102 · Audit & Accounting	384.30
15823	Credit Card Charge	09/08/26	Lincoln Creek Lumber	W170 - FY25-27 RGP	5314107 · Project Supplies	43.91
15825	Credit Card Charge	09/08/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	37.43
15826	EFT	9/8/2026	Regence - Health Care	UNRESTRICTED	5531210 · Medical Benefits	37,854.31
15830	EFT	9/8/2026	Internal Revenue Service		3861003 · FICA Payable	23,570.08
15831	EFT	9/8/2026	Verizon	A010 - Administrative Expenses	5314201 · Telephone	1,311.34
15832	EFT	9/8/2026	VSP - Vision Care	A010 - Administrative Expenses	5531213 · Vision Insurance	286.73
15835	23546	9/8/2026	Courtney Peetz	TC800 - TC Net Ecological Gain	5314000 · Interns	1,031.50
15836	23547	9/8/2026	Ghader Alrashid	Various Funding Sources	Restoration Crew Interns	1,600.00
15838	23548	9/8/2026	Lily Storbeck	TC800 - TC Net Ecological Gain	5314000 · Interns	1,320.32
15843	23549	9/8/2026	Marlena Blua	Various Funding Sources	Restoration Crew Interns	1,600.00
15844	23550	9/8/2026	Spencer Nakashima	Various Funding Sources	Restoration Crew Interns	1,600.00
15849	23551	9/8/2026	Tabitha Lederer	Various Funding Sources	Restoration Crew Interns	1,600.00
15873	23552	9/8/2026	FCS, a Bowman Company	T043 - Rates & Charges Initiative	5314100 · Professional Services	5,706.25
15874	23553	9/8/2026	WA St Dept of Ecology	R035 - Shore Friendly Phase 4	5314302 · Staff - Conference & Training	9.14
15876	Credit Card Charge	09/09/26	Ace Hardware	W170 - FY25-27 RGP	5314107 · Project Supplies	14.26
15882		9/9/2026	QuickBooks Payroll Service	QuickBooks Payroll Service	3861001 · Direct Deposit Liabilities	69,359.35
15883	Credit Card Charge	09/10/26	Thurston County CPED	E165 - Ecology Elwanger	5314307 · Licenses and Permits	253.70
15884	Credit Card Charge	09/10/26	US Postal Service	T098 - Soil Health Testing	5314202 · Postage & Shipping	14.89
15885	Credit Card Charge	09/10/26	Facebook	T030 - District Communications	5314400 · Advertising	59.44
15886	Credit Card Charge	09/10/26	Intuit	A010 - Administrative Expenses	5314102 · Audit & Accounting	659.13
15888	EFT	9/10/2026	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	21,369.86
15889	Credit Card Charge	09/14/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	51.14
15890	Credit Card Charge	09/14/26	Buzzsprout	T030 - District Communications	5314207 · Web Hosting and Maintenance	12.00
15891	Credit Card Charge	09/14/26	Microsoft	Various Funding Sources	5314505 · Software Licenses	648.48
15892	EFT	9/14/2026	TPSC Benefits	A010 - Administrative Expenses	5531216 · HRA Admin	145.00
15893	EFT	9/14/2026	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	4,350.11
15896	Credit Card Charge	09/15/26	Amazon	T030 - District Communications	5314107 · Project Supplies	86.74
15897	Credit Card Charge	09/15/26	Tree Pro	Various Funding Sources	5314108 · Construction & Restoration Work	2,061.05
15899	Credit Card Charge	09/15/26	Lincoln Creek Lumber	T099 - Food Processing and Tools Rentals	5354802 · Rental Equipment Maintenance	35.10
15901	Credit Card Charge	09/15/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	25.69
15907	Credit Card Charge	09/15/26	Walmart	M096 - Ecostudies WCRRI Phase II	5314107 · Project Supplies	13.11
15908	Credit Card Charge	09/15/26	Evgo Service	T030 - District Communications	5314311 · EV Charging	18.61
15909	Credit Card Charge	09/15/26	Office Depot	T030 - District Communications	5314107 · Project Supplies	39.51
15914	EFT	9/15/2026	TPSC Benefits	A010 - Administrative Expenses	5531215 · HRA Benefits	850.00
15915	Credit Card Charge	09/16/26	Amazon	G019.28 Dawkins	5314901 · Meeting & Event	44.39
15916	Credit Card Charge	09/16/26	Facebook	Various Funding Sources	5314400 · Advertising	15.95
15918	Credit Card Charge	09/16/26	US Postal Service	R035 - Shore Friendly Phase 4:Worksite #1	5314202 · Postage & Shipping	180.40
15919	EFT	9/16/2026	Delta Dental	A010 - Administrative Expenses	5531212 · Dental Benefits	2,940.90
15920	Credit Card Charge	09/17/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	33.13
15921	Credit Card Charge	09/17/26	US Postal Service	T098 - Soil Health Testing	5314202 · Postage & Shipping	8.12
15922	Credit Card Charge	09/17/26	Amazon	G019.864 - NFWF Improving Salmon Habitat	5314107 · Project Supplies	107.63
15923	Credit Card Charge	09/17/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	77.45
15925	Credit Card Charge	09/17/26	Flying J Store #1169	A010 - Administrative Expenses	5354800 · Repairs & Maintenance	30.48
15926	Credit Card Charge	09/17/26	Kiperts	T096 - Soil Health Equipment Rentals	5354802 · Rental Equipment Maintenance	177.88

15927	Credit Card Charge	09/17/26	Amazon	T030 - District Communications	5314107 · Project Supplies	21.94
15930	Credit Card Charge	09/17/26	Amazon	T030 - District Communications	5314107 · Project Supplies	21.94
15931	Credit Card Charge	09/17/26	Expedia	T042 - Advocacy Activities	5314303 · Lodging	167.67
15932	EFT	9/17/2026	USAble.Life	A010 - Administrative Expenses	5531214 · Life Insurance	142.82
15933	EFT	9/17/2026	Puget Sound Energy	A010 - Administrative Expenses	5314701 · Electricity	266.22
15934	Credit Card Charge	09/18/26	Chargepoint	SLP075 - NACD SLP	5314311 · EV Charging	14.86
15935	Credit Card Charge	09/18/26	The Farm Store	W120-FY26-27 Sustainable Farms and Fields	5314108 · Construction & Restoration Work	248.92
15938	Credit Card Charge	09/19/26	Lew Rents	W170 - FY25-27 RGP	5314107 · Project Supplies	51.15
15940	Credit Card Charge	09/20/26	Garmin	A010 - Administrative Expenses	5314205 · Garmin	43.90
15941	Credit Card Charge	09/21/26	Honahlee LLC	T030 - District Communications	5314901 · Meeting & Event	303.52
15943	Credit Card Charge	09/21/26	Walmart	T030 - District Communications	5314901 · Meeting & Event	31.62
15946	Credit Card Charge	09/21/26	Amazon	R035 - Shore Friendly Phase 4:Worksite #2	5314107 · Project Supplies	133.92
15947	Credit Card Charge	09/21/26	Lincoln Creek Lumber	P600 - WA Dept. of Fish and Wildlife	5314107 · Project Supplies	21.95
15949	Credit Card Charge	09/21/26	Pilot Travel Center	P600 - WA Dept. of Fish and Wildlife	5314107 · Project Supplies	37.89
15950	Credit Card Charge	09/21/26	Amazon	T030 - District Communications	5314901 · Meeting & Event	16.99
15951	Credit Card Charge	09/21/26	Amazon	T030 - District Communications	5314901 · Meeting & Event	21.95
15952	Credit Card Charge	09/21/26	Michaels	M096 - Ecostudies WCRRI Phase II	5314901 · Meeting & Event	193.67
9258353	Credit Card Charge	09/21/26	Evgo Service	T030 - District Communications	5314311 · EV Charging	17.05
69909960	Credit Card Charge	09/21/26	Microsoft	A010 - Administrative Expenses	5314505 · Software Licenses	17.29
G185948454	Credit Card Charge	09/22/26	Minuteman Press	Various Funding Sources	5314203 · Printing Services	809.30
P1118598862	Credit Card Charge	09/22/26	Walmart	T030 - District Communications	5313101 · Office Supplies	22.44
1526490551	Credit Card Charge	09/22/26	Amazon	G019.130 Inspire Olympia	5314107 · Project Supplies	110.32
G1846988899	Credit Card Charge	09/22/26	Trader Joes	T044 - Board Intiatives & MeetingSupplies	5314310 · Board Meeting Snacks	56.89
Liability Check	EFT	9/22/2026	TPSC Benefits	A010 - Administrative Expenses	5531215 · HRA Benefits	550.00
Liability Check	Credit Card Charge	09/23/26	Fast Signs of Lacey	Various Funding Sources	5314400 · Advertising	573.60
Bill Pmt -Check	Credit Card Charge	09/23/26	Pilot Travel Center	W170 - FY25-27 RGP	5314107 · Project Supplies	6.12
Bill Pmt -Check	Credit Card Charge	09/23/26	Safeway	G019.28 Dawkins	5314901 · Meeting & Event	35.44
Bill Pmt -Check	Credit Card Charge	09/23/26	Ace Hardware	P600 - WA Dept. of Fish and Wildlife	5314107 · Project Supplies	43.91
Bill Pmt -Check	Credit Card Charge	09/23/26	Celebrations and Events	T030 - District Communications	5314901 · Meeting & Event	1,417.42
Bill Pmt -Check	Credit Card Charge	09/23/26	Amazon	T030 - District Communications	5314107 · Project Supplies	33.73
Bill Pmt -Check	Credit Card Charge	09/23/26	Pilot Travel Center	T050 - Restoration Crew & Equipment Fund	5314107 · Project Supplies	26.02
Bill Pmt -Check	23554	9/23/2026	Anchor QEA	E024 - Riverbend Construction	5314100 · Professional Services	5,956.35
Bill Pmt -Check	23555	9/23/2026	Clark Conservation District	T045 - Board Conference, Training, Travel	5314306 · Board - Conference & Training	32.00
Bill Pmt -Check	23556	9/23/2026	Green Diamond Resource Company	W170 - FY25-27 RGP	5314307 · Licenses and Permits	3,000.00
Bill Pmt -Check	23557	9/23/2026	Mason Conservation District	Various Funding Sources	560000 · Sub-Awards / Pass-Through	11,765.85
Bill Pmt -Check	23558	9/23/2026	Midwest Labs	T098 - Soil Health Testing	5314117 · Soil Testing	326.50
Bill Pmt -Check	23559	9/23/2026	Pierce Conservation District	Various Funding Sources	560000 · Sub-Awards / Pass-Through	25,716.45
Bill Pmt -Check	23560	9/23/2026	Squaxin Island Tribe	W170 - FY25-27 RGP	3090509 · Other Prepaid Expenses	695.00
Bill Pmt -Check	23561	9/23/2026	Wild Fish Conservancy	Various Funding Sources	560000 · Sub-Awards / Pass-Through	1,445.00
Bill Pmt -Check	23562	9/23/2026	Wolf Water Resources INC	R120 - Thompson Creek Salmon Recovery	5314100 · Professional Services	15,157.50
Bill Pmt -Check	23563	9/23/2026	Olympia Computer	Various Funding Sources	5314103 · Computer Services	3,847.53
Bill Pmt -Check	23564	9/23/2026	WA St Conservation Commission	A010 - Administrative Expenses	5314504 · Vehicle Leases	589.26
Bill Pmt -Check	23565	9/23/2026	Sarah Moorehead_V	T041 - Partnership Building	5314304 · Mileage	310.64
Bill Pmt -Check	23566	9/23/2026	Christina Wagner	Various Funding Sources	5314304 · Mileage	85.12
Bill Pmt -Check	23567	9/23/2026	White, Nora	Various Funding Sources	5314304 · Mileage	195.32

Bill Pmt -Check	23568	9/23/2026	Capitol Land Trust	S100 - WDFW BuildingConservation Capacity	560000 · Sub-Awards / Pass-Through	98.58
Bill Pmt -Check	23569	9/23/2026	Case Thissell	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	1,000.00
Check	23570	9/23/2026	Clark's Native Trees	Various Funding Sources	5314108 · Construction & Restoration Work	7,357.27
Check	23571	9/23/2026	Gallagher	W120-FY26-27 Sustainable Farms and Fields	5314116 · Project Equipment	2,253.28
Bill Pmt -Check	23572	9/23/2026	Ghader Alrashid	Various Funding Sources	Restoration Crew Interns	1,600.00
Check	23573	9/23/2026	Greenprint Partners	E045 - Neighborhood Stormwater	5314100 · Professional Services	1,720.60
Liability Check	23574	9/23/2026	Marlena Blua	T050 - Restoration Crew & Equipment Fund	Restoration Crew Interns	800.00
Bill Pmt -Check	23575	9/23/2026	Mason Conservation District	Various Funding Sources	560000 · Sub-Awards / Pass-Through	8,856.76
Bill Pmt -Check	23576	9/23/2026	Pierce Conservation District	Various Funding Sources	560000 · Sub-Awards / Pass-Through	18,977.50
Liability Check	23577	9/23/2026	Spencer Nakashima	Various Funding Sources	Restoration Crew Interns	1,600.00
Check	23578	9/23/2026	Stoltz MFG, LLC	W120-FY26-27 Sustainable Farms and Fields	3090509 · Other Prepaid Expenses	21,252.00
Liability Check	23579	9/23/2026	Tabitha Lederer	Various Funding Sources	Restoration Crew Interns	1,200.00
Check	23580	9/23/2026	WACD	E024 - Riverbend Construction	5314108 · Construction & Restoration Work	2,142.50
Check	23581	9/23/2026	Wild Fish Conservancy	Various Funding Sources	560000 · Sub-Awards / Pass-Through	3,084.52
Bill Pmt -Check	23582	9/23/2026	Wolf Water Resources INC	R120 - Thompson Creek Salmon Recovery	5314100 · Professional Services	12,612.50
Bill Pmt -Check	23583	9/23/2026	Hannah's Cleaning Service	A010 - Administrative Expenses	5314104 · Janitorial Services	700.00
Check	23584	9/23/2026	Petrocard	A010 - Administrative Expenses	5313201 · Vehicle Fuel	562.18
Liability Check	23585	9/23/2026	Primo Brands	A010 - Administrative Expenses	5313101 · Office Supplies	46.06
Liability Check	23586	9/23/2026	WSCCE - Council 2		3861008 · Union Dues	1,614.21
Check	Credit Card Charge	09/24/26	Walmart	G019.130 Inspire Olympia	5314107 · Project Supplies	17.39
Bill Pmt -Check	Credit Card Charge	09/24/26	Fourth Corner Nurseries	T097 - Plant Sale	5313401 · Plants for Resale	3,331.02
Bill Pmt -Check	Credit Card Charge	09/24/26	Amazon	T030 - District Communications	5314107 · Project Supplies	65.83
Bill Pmt -Check	Credit Card Charge	09/24/26	US Postal Service	T098 - Soil Health Testing	5314202 · Postage & Shipping	25.74
Bill Pmt -Check	Credit Card Charge	09/24/26	Amazon	G019.130 Inspire Olympia	5314107 · Project Supplies	79.63
Bill Pmt -Check	Credit Card Charge	09/24/26	Amazon	T097 - Plant Sale	5314107 · Project Supplies	48.10
Bill Pmt -Check	Credit Card Charge	09/24/26	Amazon	T030 - District Communications	5314901 · Meeting & Event	28.66
Bill Pmt -Check		9/24/2026	QuickBooks Payroll Service	QuickBooks Payroll Service	3861001 · Direct Deposit Liabilities	75,124.39
Bill Pmt -Check	EFT	9/24/2026	Internal Revenue Service		3861003 · FICA Payable	25,116.29
Bill Pmt -Check	EFT	9/25/2026	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	4,408.70
Bill Pmt -Check	Credit Card Charge	09/26/26	Costco	T070 -Teens in Thurston Volunteer Program	5314901 · Meeting & Event	43.70
Bill Pmt -Check	Credit Card Charge	09/26/26	J & I Power Equipment	W170 - FY25-27 RGP	5314107 · Project Supplies	37.39
Bill Pmt -Check	Credit Card Charge	09/26/26	Ace Hardware	W170 - FY25-27 RGP	5314107 · Project Supplies	26.39
Bill Pmt -Check	Credit Card Charge	09/27/26	ADT Security Services	A010 - Administrative Expenses	5314704 · Office Security	58.18
Bill Pmt -Check	Credit Card Charge	09/28/26	Walmart	T030 - District Communications	5314901 · Meeting & Event	49.74
Bill Pmt -Check	Credit Card Charge	09/28/26	Amazon	T030 - District Communications	5314107 · Project Supplies	29.24
Bill Pmt -Check	Credit Card Charge	09/28/26	Amazon	T030 - District Communications	5314107 · Project Supplies	39.52
Bill Pmt -Check	Credit Card Charge	09/29/26	Safeway	A010 - Administrative Expenses	5313201 · Vehicle Fuel	69.74
Bill Pmt -Check	Credit Card Charge	09/29/26	Carstars	A010 - Administrative Expenses	5354803 · Vehicle Maintenance	125.61
Bill Pmt -Check	Credit Card Charge	09/29/26	Jiffy Lube	A010 - Administrative Expenses	5354803 · Vehicle Maintenance	137.23
Bill Pmt -Check	Credit Card Charge	09/29/26	Squaxin Island Tribe	G019.28 Dawkins	5314302 · Staff - Conference & Training	45.00
Bill Pmt -Check	Credit Card Charge	09/29/26	Walmart	T030 - District Communications	5314901 · Meeting & Event	20.65
Bill Pmt -Check	Credit Card Charge	09/29/26	Amazon	T030 - District Communications	5314116 · Project Equipment	177.78
Bill Pmt -Check	Credit Card Charge	09/29/26	FedEx	M096 - Ecostudies WCRRI Phase II	5314203 · Printing Services	247.50
Bill Pmt -Check	Credit Card Charge	09/29/26	The Rusty Spur	Various Funding Sources	5314108 · Construction & Restoration Work	292.82
Bill Pmt -Check	Credit Card Charge	09/29/26	Lenovo	SLP076 - Ecostudies REPI	5945364 · Computer Hardware	4,006.76

Bill Pmt -Check	Credit Card Charge	09/30/26	US Foods Chef's Store	SLP075 - NACD SLP	5314901 · Meeting & Event	21.24
Bill Pmt -Check	Credit Card Charge	09/30/26	Fog and Fern Coffee House	T030 - District Communications	5314901 · Meeting & Event	230.58
Bill Pmt -Check	Credit Card Charge	09/30/26	Sigma-Aldrich	G019.130 Inspire Olympia	5314107 · Project Supplies	237.53
Bill Pmt -Check	Credit Card Charge	09/30/26	Carstars	A010 - Administrative Expenses	5354803 · Vehicle Maintenance	154.67
Bill Pmt -Check	Cash	9/30/2026	Bobbi Marshall	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
Bill Pmt -Check	Cash	9/30/2026	Carla Bangs	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
Bill Pmt -Check	Cash	9/30/2026	Hannah-Grace Snow Sr	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
Bill Pmt -Check	Cash	9/30/2026	Jeanette Ernst	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
Bill Pmt -Check	Cash	9/30/2026	Jessica Curenton	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
Bill Pmt -Check	Cash	9/30/2026	Katie Austin	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
Bill Pmt -Check	Cash	9/30/2026	Lisa Howard	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
Bill Pmt -Check	Cash	9/30/2026	Liz Soto	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
Bill Pmt -Check	Cash	9/30/2026	Nichole Alexander	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	100.00
Bill Pmt -Check	Cash	9/30/2026	Samantha Tinner	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
Bill Pmt -Check	Cash	9/30/2026	Sarah Pyburn	M065 - FY25-29 Olympia Urban Farmland	5314000 · Interns	40.00
Liability Check	EFT	9/30/2026	TPSC Benefits	A010 - Administrative Expenses	5531215 · HRA Benefits	249.99

BOARD MEETING ITEM SUMMARY SHEET

Agenda Item Title:	FY28-28 CERB Planning Funding Agreement		
Lead Staff:	Brigette German	**Board Meeting Date:**	10/28/26
Goal of Presentation:	☑ **Decision**	☐ **Information**	☐ **Feedback**

Description/Background: *Please provide a description or background of the project.*

This grant award will help to fund the Districts conceptual design and funding development plan project.

Pros:	**Cons:**
The District receives $50,000 towards this necessary CEC project.	None

Fiscal Impacts: *Please describe the costs associated with this action.*

The $50,000 will not cover the entire project, the District is contributing $72,340 from the CEC Unrestricted Funding Budget line item to complete the project.

Recommended Action: *What decision do you recommend the board make?*

Approve

Legal Review:	☐ **Yes**	☐ **No**	☑ **Not Required**

Supporting Documents: *Please list below **and** attach supporting documents (contracts, maps, agreements, draft resolution or other documents).*

S300 - FY26-28 CERB Planning

Docusign Envelope ID: 0CAD99CA-12CE-8891-8243-53D543CC871E

Contract Number: P26-96430-330

Washington State
Community Economic Revitalization Board

1. Contractor Thurston Conservation District 582 Tillery Rd SE Ste 152 Tumwater, WA 98501		**2. Contractor Doing Business As (optional)** N/A	
3. Contractor Representative Susan Shelton Finance & Administrative Director 360-742-2313 accounting@thurstoncd.com		**4. CERB Representative** Janéa Stark, CERB Executive Director & Tribal Liaison PO Box 42525 Olympia, WA 98504-2525	
5. Grant Amount $50,000	**6. Funding Source** **Federal:** ☐ **State:** ☒ **Other:** ☐ **N/A:** ☐	**7. Start Date** Date of Last Signature	**8. End Date** Two years from the date of last signature
9. Federal Funds (as applicable) **N/A**	**Federal Agency:** **N/A**	**CFDA Number** **N/A**	
10. Tax ID # 91-1011612	**11. SWV #** SWV0018442-00	**12. UBI #**	**13. DUNS #**

14. Contract Purpose

The Board, defined as the Washington State Community Economic Revitalization Board, and the Contractor have entered into this Contract to undertake a project that furthers the goals and objectives of the Washington State Community Economic Revitalization Board as created in Chapter 43.160 Revised Code of Washington.

The Board and Contractor acknowledge and accept the terms of this Contract and attachments and have executed this Contract on the date below to start as of the date and year last written below. The rights and obligations of both parties to this Contract are governed by this Contract including documents attached hereto and/or incorporated by reference: Special and General Contract Terms and Conditions; Declarations Page; ATTACHMENT A: PROJECT SCOPE OF WORK; ATTACHMENT B: BUDGET; ATTACHMENT C: PLANNING STUDY MINIMUM REQUIREMENTS.

FOR CONTRACTOR	**FOR CERB**
Signed by: 3780B0710ADF43B...	DocuSigned by: Michael Echanove EB06027150D4444...
Sarah Moorehead , Executive Director	Michael Echanove, Chair
10/1/2026 | 11:33 AM PDT	10/1/2026 | 12:48 PM PDT
Date	Date
	APPROVED AS TO FORM ONLY **SIGNATURE ON FILE** Sandra Adix Assistant Attorney General **September 8, 2025** Date

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DECLARATIONS

CLIENT INFORMATION	
Legal Name	Thurston Conservation District
Contract Number	P26-96430-330

PROJECT INFORMATION	
Title	Conservation & Education Center Planning
Project Decription	The development of a plan for the Conservation and Education Center that will house TCD's offices, indoor/outdoor education and demonstration areas, conference and events.
Project Location	Tumwater, Washington, 98501

CONTRACT TERMS and CONDITIONS	
Initial Offer Date	May 21, 2026
Grant Amount	$50,000
Local Match	$72,340
Type of Planning Project	Economic Development
Project Completion Date	Project must reach completion within (2) years from date of execution

Special Conditions	

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Attachment B: Budget

Attachment C: Planning Study Minimum Requirements

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SPECIAL TERMS AND CONDITIONS

1. DEFINITIONS

A. "THE BOARD" shall mean the Washington State Community Economic Revitalization Board created in Revised Code of Washington (RCW) 43.160, and who is a party to the Contract.
B. "Authorized Representative" shall mean the Chair and/or the designee authorized in writing to act on the Chair's behalf.
C. "Contract" or "Agreement" means the entire written agreement between THE BOARD and the Contractor, including any Exhibits, attached documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
D. "Contractor" shall mean the public entity identified on the Contract Face Sheet performing service(s) under this Contract and who is a party to the Contract, and shall include all employees and agents of the Contractor.
E. "Declarations " and "Declared" shall refer to the project information, terms and conditions as stated on the Declarations Page of this Contract, displayed within the contract in THIS STYLE for easier identification
F. "Initial Offer of Financial Aid" shall mean the written offer of financial assistance offered by the Board and accepted by the Contractor.
G. "Project" shall mean the project approved for funding by the Board, as described in ATTACHMENT A: SCOPE OF WORK.
H. "Project Completion Report" shall mean the report provided by the Board to the Contractor to be submitted upon the completion of the Board-funded project.

2. AUTHORITY

Under the authority RCW 43.160, the Board has awarded the Contractor a CERB Planning grant for an approved project as described in the ATTACHMENT A: SCOPE OF WORK.

3. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

4. CONTRACT PERIOD

The effective date of this Contract is the date of last signature. The term of this Contract runs through project completion date specified on the Declarations Page.

5. COPYRIGHT PROVISIONS

Notwithstanding the provisions of General Terms and Conditions 2.13, COPYRIGHT PROVISIONS, of this contract, the Contractor has ownership rights in all data and blueprints that the Contractor produces under this contract, subject to the Board right to royalty free use of these materials.

6. HISTORICAL OR CULTURAL ARTIFACTS, HUMAN REMAINS

Prior to commencing construction, Contractor shall complete the requirements of Governor's Executive Order 05-05, where applicable, or Contractor shall complete a review under Section 106 of the National Historic Preservation Act, if applicable. Completion of the requirements of Section 106 of the National Historic Preservation Act shall substitute for completion of Governor's Executive Order 05-05. Contractor agrees that the Contractor is legally and financially responsible for compliance with all laws, regulations, and agreements related to the preservation of historical or cultural artifacts and agrees to hold harmless the Board and the State of Washington in relation to any claim related to such historical or cultural artifacts discovered, disturbed, or damaged as a result of the project funded by this Contract.

In addition to the requirements set forth in this Contract, Contractor shall, in accordance with Governor's Executive Order 05-05, coordinate with the Washington State Department of Archaeology and Historic Preservation (DAHP), including any recommended consultation with any affected tribe(s), during project design and prior to construction to determine the existence of any tribal cultural resources affected by the proposed project funded by this Contract. Contractor agrees to avoid, minimize, or mitigate impacts to the cultural resource as a continuing prerequisite to receipt of funds under this Contract.

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SPECIAL TERMS AND CONDITIONS

The Contractor agrees that if historical or cultural artifacts are discovered during construction or other ground disturbing activity, the Contractor shall immediately stop work and notify the local historic preservation officer and the state historic preservation officer at DAHP. If human remains are uncovered, the Contractor shall stop work and report the presence and location of the remains to the coroner and local law enforcement immediately, and contact DAHP and the concerned tribe's cultural staff or committee.

The Contractor shall require this provision to be contained in all subcontracts for work or services related to ATTACHMENT A: SCOPE OF WORK.

In addition to the requirements set forth in this Contract, Contractor agrees to comply with RCW 27.44 regarding Indian Graves and Records; RCW 27.53 regarding Archaeological Sites and Resources; RCW 68.60 regarding Abandoned and Historic Cemeteries and Historic Graves; and WAC 25-48 regarding Archaeological Excavation and Removal Permits.

In the event that the Contractor finds it necessary to amend ATTACHMENT A: SCOPE OF WORK, the Contractor may be required to re-comply with Governor's Executive Order 05-05 or Section 106 of the National Historic Preservation Act.

7. INTEREST ON CERB FUNDS

In those cases where funds have been disbursed by CERB, and the funds are not expended within thirty (30) days due to other circumstances, the Contractor shall owe the interest on all unexpended funds past thirty (30) days. All interest accruing on such funds shall inure to the benefit of CERB. Interest shall accrue at the same rate that the funds would have earned in the CERB Account held by the State Treasury Department.

8. NOTICE

All notices, demands, requests, consents, approvals, and other communication which may be or are required to be given by either party to the other under this agreement shall be in writing and shall be deemed to have been sufficiently given for all purposes when delivered or mailed by first class postage or certified mail, postage prepaid, addressed as follows:

A. Notice to the Board:

Community Economic Revitalization Board (CERB)
1011 Plum St SE
P.O. Box 42525
Olympia, WA 98504-2525
With a copy to: Janea.stark@commerce.wa.gov

B. Notice to Contractor:

The address used shall be that as displayed under **Item 1. Contractor,** found on the Contract Face Sheet, or to such other official address the Contractor shall have furnished to the Board in writing.

9. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Special Terms and Conditions
- General Terms and Conditions
- ATTACHMENT A – Scope of Work
- ATTACHMENT B – BUDGET
- ATTACHMENT C – PLANNING STUDY MINIMUM REQUIREMENTS

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- Declarations Page

10. PERFORMANCE REPORTING

The Contractor shall furnish the Board with:

A. Quarterly Project Reports, due four times annually until completion of the CERB funded public project. Beginning within six (6) months of contract execution, Quarterly Project Reports shall be due on:

1. January 15,
2. April 15,
3. July 15, and
4. October 15

The Contractor shall also include in the quarterly report any problems, delays, or adverse conditions which will materially affect the ability to meet project objectives, time schedules, or work units by the established time period. This disclosure shall be accompanied by a statement of the action taken or contemplated and any Board assistance needed to resolve the situation.

B. Project Completion Report upon completion of the CERB funded public project, and

C. Other reports as the Board may require.

Upon final request for reimbursement, the Contractor shall submit a Certified Project Completion Report to the Board, signed by the Contractor's responsible party, which shall include, but not be limited to, an accounting of all expenditures, a description of work accomplished, further refinement of private sector permanent employment impacts, etc. in a format to be provided by the Board.

After submission of the Project Completion Report, the Contractor shall continue, for up to five years or as may be required by the Board, to provide updates on the economic impact of the project. The updates shall be in a format acceptable to THE BOARD and will update the estimates that were stated in the approved application.

11. PROJECT COMPLETION

The project shall be completed within two (2) years from the date of contract execution, unless otherwise specified. Extension may be considered upon appropriate written request. Any changes are to be in writing and incorporated into this document as amendments to Special Conditions.

12. PROJECT PERFORMANCE

The Contractor's performance shall commence within six months after execution of the Final Contract, unless otherwise specified. Extension may be considered upon appropriate written request. Any changes are to be incorporated into this document as additions or amendments to Special Conditions.

If at any time during the term of this agreement the Board determines that project performance is unsatisfactory, including, but not limited to: (a) defective work not remedied, or (b) a reasonable doubt that the Contract can be completed for the balance then unpaid, the Board reserves the right to withhold payments until the problem is remedied or to exercise its rights of termination under General Terms and Conditions 40, 41, and 42.

13. RE-APPROPRIATION

The parties hereto understand and agree that any state funds not expended by **the end of the declared** BIENNIUM**,** including the ten percent (10%) retainage as described in SPECIAL TERMS AND CONDITIONS, Section 17: REIMBURSEMENT, will lapse on that date unless specifically re-appropriated in an enacted Capital Budget. The Board will make all necessary efforts to seek re-appropriation of funds into the declared BIENNIUM. If funds are so re-appropriated, the Board's obligation under the terms of this Contract shall be contingent upon the terms of such re-appropriation.

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SPECIAL TERMS AND CONDITIONS

14. CONTRACT SUSPENSION

In the event that the Washington State Legislature fails to pass and the Governor does not authorize a Capital Budget by June 30 of each biennium, the Washington State Constitution Article 8 Section 4 and RCW 43.88.130 and RCW 43.88.290 prohibit expenditures or commitments of state funds in the absence of appropriation.

In such an event, all work will be suspended effective July 1. The Contractor shall immediately suspend work and take all reasonable steps necessary to minimize the cost of performance directly attributable to such suspension until the suspension is cancelled.

THE BOARD shall notify the Contractor immediately upon the lifting of the contract suspension.

15. RECAPTURE PAYMENT AND COSTS

In the event that the Contractor fails to expend state funds in accordance with state law and/or the provisions of this Contract, the Board reserves the right to recapture state funds in an amount equivalent to the extent of noncompliance. Repayment by the Contractor of state funds under this recapture provision shall occur within thirty (30) days of demand. In the event that the Board is required to institute proceedings to enforce this recapture provision, the Board shall be entitled to its cost thereof, including reasonable attorney's fees.

16. REDUCTION IN FUNDS

In the event state funds appropriated for the work contemplated under this Contract are withdrawn, reduced, or limited in any way by the Washington State Governor or Legislature during the Contract period, the parties hereto shall be bound by any such revised funding limitations as implemented at the discretion of the Board, and shall meet and renegotiate the Contract accordingly. Any changes are to be incorporated into this document as additions or amendments to Special Conditions.

17. REIMBURSEMENT

Subject to the availability of funds, warrants shall be issued to the Contractor for reimbursement of allowable expenses incurred by the Contractor while undertaking and administering approved project activities in accordance with ATTACHMENT A: SCOPE OF WORK. If funding or appropriation is not available at the time the invoice is submitted, or when this contract is executed, the issuance of warrants will be delayed or suspended until such time as funds or appropriation become available.

The Board shall reimburse the Contractor for eligible project expenditures up to the maximum GRANT AMOUNT values as displayed on the Declarations Page of this Contract. When requesting reimbursement for costs incurred, the Contractor shall submit a signed and completed Invoice Voucher (Form A19), referencing ATTACHMENT A: SCOPE OF WORK project activity performed, and any appropriate documentation such as bills, invoices, and receipts. For eligible administrative costs of Contractor staff, the Contractor must include payroll records for reimbursing for salaries and benefits. The Invoice Voucher must be certified by an official of the Contractor with authority to bind the Contractor.

The contractor shall submit these items to THE BOARD following the process outlined in the provided reimbursement instructions.

The Board will pay the Contractor after Contractor has completed the work described in this Contract and the Contractor has sent the Board properly completed invoices. Invoices shall be submitted to the Board not more often than monthly.

Payment for eligible costs shall be considered timely if made by the Board within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

The Board may, at its sole discretion, terminate the contract or withhold reimbursement if the Contractor fails to satisfactorily comply with any term or condition of this contract.

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SPECIAL TERMS AND CONDITIONS

The Board will make no payments in advance or in anticipation of completion of work described in this Contract.

Total amounts paid under this Contract shall be the lesser of actual amounts required for the work described in this Contract or the amount of the Board award.

CERB funds are disbursed on reimbursement basis-only for eligible costs within the approved project's scope of work. CERB funds will be reimbursed and the identified match funds will paid out, in concert at the same percentages as the total project cost split, until CERB funds or matching funds are exhausted. Exceptions to this requirement may be granted by the Executive Director & Tribal Liaison on a case-by-case basis. The Recipient must meet the identified match commitment over the project period.

Reimbursement includes both invoices that have been paid and invoices due within 30 days of reimbursement request. The contractor is required to retain all records regarding payments and will provide evidence of payment of any and all invoices, if requested by THE BOARD.

The Board shall withhold ten percent (10%) of the total funding award until project completion and acceptance of the final Project Completion Report by the Board.

Eligible Costs
Eligible project costs are those which are incurred on or after the date of the *Initial Offer of Financial Aid,* shown on the Declarations Page as*:* INITIAL OFFER DATE, and are incurred under the performance of work specified in the approved Scope of Work (Attachment A).

Ineligible Costs
Internal administrative activities, fundraising activities, and salary & benefits for the employees of the applicant.

Duplication of Billed Costs
The Contractor shall not bill CERB for work under this Agreement, and CERB shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs
The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

Access to Work and Records
All property, facilities, and records developed pursuant to this Agreement shall be available for inspection upon request during regular business hours by the Board or its authorized representative. All records supporting every request for payment shall be maintained in a manner which will provide an audit trail to the expenditures. Copies of records shall be furnished to the Board immediately upon request. This paragraph shall be included in any and all subcontracts let by the Contractor under this agreement.

17. RESTRICTIONS ON CONVERSION OF FACILITY TO OTHER USES

The Contractor shall not convert any property or facility acquired or developed pursuant to this agreement to uses other than those for which CERB assistance was originally approved for a period of 10 years beginning from the date of project completion without the prior written approval of CERB. If CERB no longer exists at the time of the proposed conversion, such written approval must be obtained from the Governor's Office, or from an agency designated by the Governor's Office.
In the event that the Contractor converts any such property or facility to an unapproved use, the Contractor shall pay to CERB all funds disbursed under this contract with interest in full upon demand.

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SPECIAL TERMS AND CONDITIONS

18. SUBCONTRACTING

Notwithstanding the provisions of General Terms and Conditions, Section 37: SUBCONTRACTING, of this contract, the term "subcontracting" shall not refer to subcontracting of the actual planning project.

19. PUBLICITY

Notwithstanding the provisions of General Terms and Conditions, Section 30: PUBLICITY, of this contract, CERB reserves the right to display, during the period covered by this agreement and after project completion, appropriate signs or markers identifying the roles of the state and other agencies participating financially in this project.

If the Contractor displays, during the period covered by this agreement, signs or markers identifying those agencies participating financially in the approved project, the sign or marker must identify the Community Economic Revitalization Board as a participant in the project.

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GENERAL TERMS AND CONDITIONS

1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

A. "Authorized Representative" shall mean the Chair of the BOARD, and/or the designee authorized in writing to act on the BOARD's behalf.

B. "THE BOARD" shall mean the Community Economic Revitalization Board (CERB

C. "Contract" or "Agreement" or "Grant" means the entire written agreement between THE BOARD and the Contractor, including any Exhibits, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.

D. "Contractor" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.

E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

F. "State" shall mean the state of Washington.

G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ALLOWABLE COSTS

Costs allowable under this Contract are actual expenditures according to an approved budget up to the maximum amount stated on the Contract Award or Amendment Face Sheet.

3. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

4. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

5. AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, ALSO REFERRED TO AS THE "ADA" 28 CFR PART 35

The Contractor must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

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GENERAL TERMS AND CONDITIONS

6. APPROVAL

This Contract shall be subject to the written approval of THE BOARD'S Authorized Representative and shall not be binding until so approved. The contract may be altered, amended, or waived only by a written amendment executed by both parties.

7. ASSIGNMENT

Neither this Contract, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of THE BOARD.

8. ATTORNEYS' FEES

Unless expressly permitted under another provision of the Contract, in the event of litigation or other action brought to enforce Contract terms, each party agrees to bear its own attorneys' fees and costs.

9. CODE REQUIREMENTS

All construction and rehabilitation projects must satisfy the requirements of applicable local, state, and federal building, mechanical, plumbing, fire, energy and barrier-free codes. Compliance with the Americans with Disabilities Act of 1990 28 C.F.R. Part 35 will be required, as specified by the local building Department.

10. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

A. "Confidential Information" as used in this section includes:

i. All material provided to the Contractor by THE BOARD that is designated as "confidential" by THE BOARD;

ii. All material produced by the Contractor that is designated as "confidential" by THE BOARD; and

iii. All Personal Information in the possession of the Contractor that may not be disclosed under state or federal law.

B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of THE BOARD or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide THE BOARD with its policies and procedures on confidentiality. THE BOARD may require changes to such policies and procedures as they apply to this Contract whenever THE BOARD reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by THE BOARD. Upon request, the Contractor shall immediately return to THE BOARD any Confidential Information that THE BOARD reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Contractor shall notify THE BOARD within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

11. CONFORMANCE

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

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GENERAL TERMS AND CONDITIONS

12. CONFLICT OF INTEREST

Contractor must maintain and comply with written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. Contractor must comply with the following minimum requirements:

A. No employee, officer, or agent may participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the Contractor may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts and must comply with RCW 39.26.020. However, Contractor may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the Contractor.

B. If the Contractor has a parent, affiliate, or subsidiary organization that is not a state, local government, or federally recognized tribe, the Contractor must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that due to relationships with a parent company, affiliate, or subsidiary organization, the Contractor is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

13. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by THE BOARD. THE BOARD shall be considered the author of such Materials. In the event the Materials are not considered “works for hire” under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to THE BOARD effective from the moment of creation of such Materials.

“Materials” means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. “Ownership” includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to THE BOARD a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to THE BOARD.

The Contractor shall exert all reasonable effort to advise THE BOARD, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide THE BOARD with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. THE BOARD shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

14. DISALLOWED COSTS

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Subcontractors.

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GENERAL TERMS AND CONDITIONS

15. DISPUTES

Except as otherwise provided in this Contract, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with THE BOARD, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- state the Contractor's name, address, and Contract number; and
- be mailed to the Director and the other party's (respondent's) Contract Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the the BOARD or the BOARD's designee and the requestor within five (5) working days.

The BOARD or its designee shall review the written statements and reply in writing to both parties within ten (10) working days. The BOARD or its or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.

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

Nothing in this Contract shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

16. DUPLICATE PAYMENT

Contractor certifies that work to be performed under this contract does not duplicate any work to be charged against any other contract, subcontract, or other source.

17. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

18. INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the state of Washington, THE BOARD, agencies of the state and all officials, agents and employees of the state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The Contractor's obligation to indemnify, defend, and hold harmless includes any claim by Contractor's agents, employees, representatives, or any subcontractor or its employees.

The Contractor's obligation shall not include such claims that may be caused by the sole negligence of the State and its agencies, officials, agents, and employees. If the claims or damages are caused by or result from the concurrent negligence of (a) the State, its agents or employees and (b) the Contractor, its subcontractors, agents, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Contractor or its subcontractors, agents, or employees.

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The Contractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

19. INDEPENDENT CAPACITY OF THE CONTRACTOR

The parties intend that an independent contractor relationship will be created by this Contract. The Contractor and its employees or agents performing under this Contract are not employees or agents of the state of Washington or THE BOARD. The Contractor will not hold itself out as or claim to be an officer or employee of THE BOARD or of the state of Washington by reason hereof, nor will the Contractor make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the Contractor.

20. INDUSTRIAL INSURANCE COVERAGE

The Contractor shall comply with all applicable provisions of Title 51 RCW. If the Contractor fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, THE BOARD may collect from the Contractor the full amount payable to the Industrial Insurance Accident Fund. THE BOARD may deduct the amount owed by the Contractor to the accident fund from the amount payable to the Contractor by THE BOARD under this Contract and transmit the deducted amount to the Department of Labor and Industries (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the Contractor.

21. LAWS

The Contractor shall comply with all applicable laws, ordinances, codes, regulations and policies of local, state, and federal governments, as now or hereafter amended.

22. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

23. LIMITATION OF AUTHORITY

Only the Authorized Representative or Authorized Representative's designee by writing (designation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Contract.

24. LOCAL PUBLIC TRANSPORTATION COORDINATION

Where applicable, Contractor shall participate in local public transportation forums and implement strategies designed to ensure access to services.

25. NONDISCRIMINATION

A. Nondiscrimination Requirement. During the performance of this Agreement, the Contractor, including any subcontractor, shall comply with all federal, state, and local nondiscrimination laws, regulations and policies, this shall include but not be limited to the following: Contractor, including any subcontractor, shall not discriminate on the bases enumerated at RCW 49.60.530(3). In addition, Contractor, including any subcontractor, shall give written notice of this nondiscrimination requirement to any labor organizations with which Contractor, or Subcontractor, has a collective bargaining or other agreement.

The funds provided under this Agreement shall not be used to fund religious worship, exercise, or instruction. No person shall be required to participate in any religious worship, exercise, or instruction in order to have access to the facilities funded by this Agreement.

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B. Obligation to Cooperate. Contractor, including any subcontractor, shall cooperate and comply with any Washington state agency investigation regarding any allegation that Contractor, including any Subcontractor, may have engaged in discrimination prohibited by this Agreement pursuant to RCW 49.60.530(3).

C. Default. Notwithstanding any provision to the contrary, THE BOARD may suspend Contractor, including any subcontractor, upon notice of a failure to participate and cooperate with any state agency investigation into alleged discrimination prohibited by this Contract, pursuant to RCW 49.60.530(3). Any such suspension will remain in place until THE BOARD receives notification that Contractor, including any subcontractor, is cooperating with the investigating state agency. In the event Contractor, or Subcontractor, is determined to have engaged in discrimination identified at RCW 49.60.530(3), THE BOARD may terminate this Agreement in whole or in part, and Contractor, Subcontractor, or both, may be referred for debarment as provided in RCW 39.26.200. Contractor or Subcontractor may be given a reasonable time in which to cure this noncompliance, including implementing conditions consistent with any court-ordered injunctive relief or settlement agreement.

D. Remedies for Breach. Notwithstanding any provision to the contrary, in the event of Agreement termination or suspension for engaging in discrimination, Contractor, Subcontractor, or both, shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original Contract and the replacement or cover Contract and all administrative costs directly related to the replacement Contract, e.g., cost of the competitive bidding, mailing, advertising and staff time, which damages are distinct from any penalties imposed under Chapter 49.60, RCW. Contractor may also be required to repay funds pursuant to Section 31 (Recapture) of the General Terms & Conditions if this Contract is terminated based on a violation of the nondiscrimination requirement. THE BOARD shall have the right to deduct from any monies due to Contractor or Subcontractor, or that thereafter become due, an amount for damages Contractor or Subcontractor owes THE BOARD for default under this provision.

26. PAY EQUITY

The Contractor agrees to ensure that "similarly employed" individuals in its workforce are compensated as equals, consistent with the following:

A. Employees are "similarly employed" if the individuals work for the same employer, the performance of the job requires comparable skill, effort, and responsibility, and the jobs are performed under similar working conditions. Job titles alone are not determinative of whether employees are similarly employed;

B. Contractor may allow differentials in compensation for its workers if the differentials are based in good faith and on any of the following:

i. A seniority system; a merit system; a system that measures earnings by quantity or quality of production; a bona fide job-related factor or factors; or a bona fide regional difference in compensation levels.

ii. A bona fide job-related factor or factors may include, but not be limited to, education, training, or experience that is: Consistent with business necessity; not based on or derived from a gender-based differential; and accounts for the entire differential.

iii. A bona fide regional difference in compensation level must be: Consistent with business necessity; not based on or derived from a gender-based differential; and account for the entire differential.

This Contract may be terminated by the Department, if the Department or the Department of Enterprise Services determines that the Contractor is not in compliance with this provision.

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GENERAL TERMS AND CONDITIONS

27. POLITICAL ACTIVITIES

Political activity of Contractor's employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17A RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.

28. PREVAILING WAGE LAW

The Contractor certifies that all contractors and subcontractors performing work on the Project shall comply with state Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable to the Project funded by this contract, including but not limited to the filing of the "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" as required by RCW 39.12.040. The Contractor shall maintain records sufficient to evidence compliance with Chapter 39.12 RCW and shall make such records available for THE BOARD'S review upon request.

29. PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION

The funds provided under this Contract shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such funds or any other approval or concurrence under this Contract provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

30. PUBLICITY

The Contractor agrees not to publish or use any advertising or publicity materials in which the state of Washington or THE BOARD'S name is mentioned, or language used from which the connection with the state of Washington's or THE BOARD'S name may reasonably be inferred or implied, without the prior written consent of THE BOARD.

31. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, THE BOARD reserves the right to recapture funds in an amount to compensate THE BOARD for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by THE BOARD. In the alternative, THE BOARD may recapture such funds from payments due under this Contract.

32. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Contract, shall be subject at all reasonable times to inspection, review or audit by THE BOARD, personnel duly authorized by THE BOARD, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

33. REGISTRATION WITH DEPARTMENT OF REVENUE

If required by law, the Contractor shall complete registration with the Washington State Department of Revenue.

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GENERAL TERMS AND CONDITIONS

34. RIGHT OF INSPECTION

At no additional cost all records relating to the Contractor's performance under this Contract shall be subject at all reasonable times to inspection, review, and audit by THE BOARD, the Office of the State Auditor, and federal and state officials so authorized by law, in order to monitor and evaluate performance, compliance, and quality assurance under this Contract. The Contractor shall provide access to its facilities for this purpose.

35. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, THE BOARD may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten business day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

36. SEVERABILITY

The provisions of this Contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.

37. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of THE BOARD.

If THE BOARD approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, THE BOARD in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to THE BOARD if the Subcontractor fails to comply with any applicable term or condition of this Contract. Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to THE BOARD for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that THE BOARD and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

38. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

39. TAXES

All payments accrued on account of payroll taxes, unemployment contributions, the Contractor's income or gross receipts, any other taxes, insurance or expenses for the Contractor or its staff shall be the sole responsibility of the Contractor.

40. TERMINATION FOR CAUSE

In the event THE BOARD determines the Contractor has failed to comply with the conditions of this Contract in a timely manner, THE BOARD has the right to suspend or terminate this Contract. Before suspending or terminating the Contract, THE BOARD shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the Contract may be terminated or suspended.

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In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

THE BOARD reserves the right to suspend all or part of the Contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by THE BOARD to terminate the Contract. A termination shall be deemed a “Termination for Convenience” if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

The rights and remedies of THE BOARD provided in this Contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

41. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, THE BOARD may, by ten (10) business days’ written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, THE BOARD shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

42. TERMINATION PROCEDURES

Upon termination of this Contract, THE BOARD, in addition to any other rights provided in this Contract, may require the Contractor to deliver to THE BOARD any property specifically produced or acquired for the performance of such part of this Contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

THE BOARD shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by THE BOARD, and the amount agreed upon by the Contractor and THE BOARD for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by THE BOARD, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of THE BOARD. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this Contract. THE BOARD may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect THE BOARD against potential loss or liability.

The rights and remedies of THE BOARD provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

After receipt of a notice of termination, and except as may be otherwise directed by the Authorized Representative, the Contractor shall:

A. Stop work under the Contract on the date, and to the extent specified, in the notice;

B. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the Contract that is not terminated;

C. Assign to THE BOARD, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case THE BOARD has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;

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D. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;

E. Transfer title to THE BOARD and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the Contract had been completed, would have been required to be furnished to THE BOARD;

F. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and

G. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this Contract, which is in the possession of the Contractor and in which THE BOARD has or may acquire an interest.

43. TREATMENT OF ASSETS

Title to all property furnished by THE BOARD shall remain in THE BOARD. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this Contract, shall pass to and vest in THE BOARD upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this Contract, shall pass to and vest in THE BOARD upon (i) issuance for use of such property in the performance of this Contract, or (ii) commencement of use of such property in the performance of this Contract, or (iii) reimbursement of the cost thereof by THE BOARD in whole or in part, whichever first occurs.

A. Any property of THE BOARD furnished to the Contractor shall, unless otherwise provided herein or approved by THE BOARD, be used only for the performance of this Contract.

B. The Contractor shall be responsible for any loss or damage to property of THE BOARD that results from the negligence of the Contractor, or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.

C. If any THE BOARD property is lost, destroyed or damaged, the Contractor shall immediately notify THE BOARD and shall take all reasonable steps to protect the property from further damage.

D. The Contractor shall surrender to THE BOARD all property of THE BOARD prior to settlement upon completion, termination or cancellation of this Contract.

E. All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

44. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of THE BOARD.

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Scope of Work

COMMUNITY ECONOMIC REVITALIZATION BOARD

Contractor: Thurston Conservation District
Contract Number: P26-96430-330
Project Title: Conservation & Education Center Planning

The project's scope of work is comprised of the following activities (All activities will be completed no later than 2 years from contract execution):

Task 1: Conservation Tour
Task 2: Kickoff Meeting
Task 3a: 1st Draft Renderings & Sketches
Task 3b: Program Test Fit
Task 4: Prospectus Section 1 – Organizational Overview
Task 5: Prospectus Section 2 – Project Description
Task 6: Draft Data Collection and Analysis Plan
Task 7: Prospectus Section 3 – Benefits and Potential Risks
Task 8: Prospectus Section 4 – Required Resources
Task 9: Prospectus Section 5 – Call to Action
Task 10: Funding Development Plan
Task 11: Wrap-up Meeting
Task 12: TCD Board Presentation
Task 13: Weekly / Monthly Progress Meetings
Attachment C: Planning Study Minimum Requirements

Deliverables:

- Copy of the completed study funded under this agreement.
- Final Project Report. Report format to be provided by CERB.
- Progress Reports.

The Contractor shall make all plans and documents funded in whole or in part by this Contract available for the Board's review upon reasonable request.

The Contractor, by its signature below, certifies that the project's scope of work and performance measures set forth above have been reviewed and approved by the Contractor's governing body as of the date and year written below.

Signed by:
3780B0710ADF43B...
Signature

Sarah Moorehead
Name

Executive Director
Title

10/1/2026 | 11:33 AM PDT
Date

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Budget

COMMUNITY ECONOMIC REVITALIZATION BOARD

A. CERB AWARD:

- **Grant Amount: $50,000**

B. Budget

The budget shall consist of the following elements:

	CERB Award	Other Funds	Total
1. Feasibility Study	$50,000	$72,340	$122,340
TOTAL	$50,000	$72,340	$122,340

Special Budget Provisions:

A total amount of transfers of funds between line item budget categories in this Contract shall not exceed ten (10) percent of the total budget. If the cumulative amount of these transfers exceeds or is expected to exceed ten percent, the total budget shall be subject to justification and negotiation of a Contract amendment by the Contractor and CERB.

A sum of ten (10) percent of CERB funds shall be withheld until all activities and final products defined in Attachment "A" have been successfully completed by the Contractor and accepted fully by CERB.

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Planning Study Minimum Requirements

COMMUNITY ECONOMIC REVITALIZATION BOARD

Economic Development Planning

The planning study must contain the following **minimum requirements**:

a. A product market analysis linked to economic development.

b. A market strategy containing action elements linked to timelines.

c. Identification of targeted industries.

d. Identification of the group responsible for implementing the marketing strategy. Describe the group's capacity to complete the responsibility.

e. The site's appropriateness by addressing, at minimum, appropriate zoning, affect to the state or local transportation system, environmental restrictions, cultural resource review, and the site's overall adequacy to support the anticipated development upon project completion.

f. A location analysis of other adequately served vacant industrial land.

g. Total funding for the public facilities improvements is secured or will be secured within a given time frame.

h. An analysis of how the project will assist local economic diversification efforts.

i. Indicate the specific issues that will be addressed.

j. List one or more economic outcomes that you expect from the proposed CERB project.

k. Describe the specific, quantifiable measures of the outcome(s) that will indicate success. Describe in measurable terms what you expect to be able to show as progress toward the outcome for each year before the whole outcome has been achieved.

l. Describe what data you will collect to determine whether the outcome is being achieved.

m. Describe the data collection procedure including when data will be collected, from whom and by whom.

n. The estimated median hourly wage of the jobs created when development occurs.

o. If the project is determined to be feasible, the following information must be provided within the final report:

    1. Total estimated jobs created (in FTEs).
    2. Describe benefits offered to employees.
    3. Describe the median hourly wage of the new jobs in relation to the median hourly county wage.
    4. The county three-year unemployment rate in relation to the state rate.
    5. County population change in the last five years.
    6. The estimated jobs created represent what percentage of the county's labor force.
    7. The estimated jobs created represent what percentage of the county's unemployed workers.
    8. Estimated new annual state and local revenue generated by the private business.
    9. Estimated private investment generated by project.

Item

6

MEMO

To: TCD Board of Supervisors
From: Susan Shelton, TCD Election Supervisor
Date: October 14, 2026
Subject: 2027 Elections

In this packet, I've included 1) a proposed 2027 Elections Resolution and 2) a proposed 2027 Election Timeline based on that resolution. I want to highlight a few things in particular:

1) The Board will vote on the Election Resolution at the November Board meeting.
2) We propose the third Tuesday of March, which is March 16th, as the 2027 election date:
   - This date gives us plenty of time to organize the election and is close to the election date we've used for the past few years - offering consistency to voters.
3) This year (May 2027) Marianne Tompkins elected term expires.
4) This year (May 2027) Doug Rushton's appointed term expires.
5) The Notice of the Adopted Election Resolution (NAER) will include notice of both the elected and appointed vacancies and must be published twice, at least six days between each publishing, no later than seven days after the Board meeting at which the Election Resolution is adopted.
6) For the draft resolution, I have highlighted in yellow the specific dates that need to be selected; and I've highlighted in green the mechanisms for conducting the election that need to be selected. I have highlighted in blue the decision to appoint me as the Election Supervisor and Kirsten Hill as the Election Supervisor Alternate. I have based the information included and the format of the resolution on the WSCC's example elections resolution.
7) As with the past few years, we propose a mail-in election. This method is the way that the majority of voters have voted in the past, ensures the safety of poll workers and voters, and increases access for disenfranchised voters who may find access to a poll site difficult.
8) In December we will reach out to the Thurston County Auditor's office to request their support, including polling officer ballot security training, signature verification, and access to poll books. We will let you know what we hear from them ASAP.
9) We are required to have at least 2 polling officers who cannot be TCD staff, interns, or Board Supervisors. We will hire two temporary part-time polling officers, who will process ballot fulfillment and complete signature verification and ballot processing. We will advertise the position through the Auditor's office so their seasonal employees know of the opportunity. We will keep you posted about our search for polling officers.
10) Staff proposes that I (Susan Shelton) serve as the Election Supervisor for the 2027 Election. Nora and the outreach team will continue to support the election process by creating outreach materials and distributing them for candidate recruitment, polling officer recruitment, and voter education.
11) I'd like to remind you about some of the WACs that govern elections:
    - If the incumbent is the only candidate who files paperwork the CD must still hold an election.
    - Write-in candidates who receive the majority of votes may serve as supervisors if they file candidate paperwork with the election supervisor within 28 days after the election and are found to be eligible to serve.

Thurston Conservation District Board of Supervisors

Work Session Topic List & Board Meeting Agenda

November 18, 2026, 5:00 pm - 7:35 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. Partner Presentation: Southwest Washington Food Hub, *Hanna Volmert*
3. Staff Presentation: Farmland Preservation Program, *Tina Wagner*
4. TCD County Commissioner Conservation Tour Debrief, *Executive Director Moorehead*
5. TCD Harvest Dinner & Fund Raiser Debrief, *Executive Director Moorehead*
6. Rates and Charges Update, *Chair TJ Johnson and Executive Director Moorehead*
7. 2027 Budget Development, *Executive Director Moorehead*
8. Conservation and Education Center (CEC) Development, *All*
9. Important Updates & Announcements
    a. Board of Supervisors, *All*
    b. Executive Director, *Sarah Moorehead*

Board Meeting

6:30 pm – 7:35 pm

1. Welcome, Introductions, Audio Recording Announcement — **6:30 PM**
5 minutes

2. Agenda Review — **6:35 PM**
5 minutes

3. Consent Agenda – *Action Item* — **6:40 PM**
A. October 28, 2026, Board Work Session & Meeting Minutes — *5 minutes*
B. November 2026 Financial Report

4. Public Comment — **6:45 PM**
*Three minutes per person — *10 minutes*

5. Partner Reports (if present) — **6:55 PM**
A. Natural Resources Conservation Service, (NRCS) *Tara Donohoe* — *15 minutes*

B. Washington State Conservation Commission (WSCC), *Josh Giuntoli*
C. Washington Association of Conservation Districts (WACD), *Sarah Moorehead*

6. Governance, All – Action Item **7:10 PM**
A. December 16, 2026 Topic List & Meeting Agenda Development *10 minutes*

7. Executive Session: To consider the selection of a site or the acquisition of real estate **7:20 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. *10 minutes*

8. Executive Session Report Out – *Action Item* **7:30 PM**
5 minutes

Adjourn **7:35 PM**

Informational Only Items:
I. Executive Director's Report

Important Future Dates

November 2026

TCD Closed, Thanksgiving	Nov 26
TCD Closed, Native American Heritage Day	Nov 27

December 2026

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

January 2027

TCD Closed, New Year's Day	Jan 1
TCD Closed, Martin Luther King Jr. Day	Jan 18
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Jan 27

February 2027

TCD Closed, President's Day	Feb 15
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	Feb 24

Informational Items

Executive Director's Report

Sarah Moorehead – Executive Director

October 21, 2026

Priority Initiatives Updates

Fall Events Recap



This year TCD had our largest-ever Fall event season!

Below is a short recap to celebrate our success. A more in-depth report and discussion, including board, staff and community feedback will be brought to an upcoming work session. A survey link to collect feedback about these events is going out via email, please share your thoughts to help make our events great each year!

TCD's 5th Annual Harvest Fest: We welcomed over 500 attendees to our annual free community celebration of the season! Our apple pressing and pie baking competition area is always a free and fun draw for community as they join us to learn about soil health, cover crops, preserving their harvest, and preparing for the upcoming winter season. This year, we were joined not only by amazing partners and wonderful musicians, but through a partnership with Forth Mobility, we had an electric vehicle and farm equipment mini-expo. This was a popular exhibit, and we enjoyed partnering to test our electric vehicles and equipment at TCD!



United in Conservation Conference: About 125 participants joined TCD at the Lacey Community Center for a conference focused on the intersection between agriculture, habitat conservation and climate change. Robust partners shared local research and updates on hot topics in our local area. Our multi-generational attendees featured farmers and ranchers, conservation advocates, technical services providers looking for training, and students – encouraging conversation and perspective-sharing. The afternoon field sessions built on the morning sessions to further reinforce concepts and with on-the ground examples and real-time discussions. All of this learning was anchored by our keynote speaker, Willie Frank III – who fostered connection to the land, sense of place and inspired us to collaborate around resource management into the future.



Farm to Table CEC Fundraiser: Nearly 130 enthusiastic community members joined us for TCD's first-ever benefit fundraiser for the Conservation and Education Center. We saw a mix of new faces, partners, farmers, policy makers, cooperators, and long-time conservation advocates who helped us surpass our $30,000 fundraising goal!! We received rave reviews from our fundraising consultant, who was in attendance, and noted we naturally accel at connecting community and inspiring others. This event was a big hit – and one that we're excited to incorporate as part of our long-term upcoming fundraising strategy!

County Commissioner Conservation Tour



On October 19th, TCD hosted a half-day tour for the Thurston County Commissioners highlighting the diversity and impact of TCD's conservation work, including the intersection with Thurston County priorities. We were joined by Commissioner Menser and Commissioner Grant, along with staff from both Commissioner's Menser and Mejia's office. It was a great tour, where explored important themes of farmland preservation and

agricultural viability, along with habitat connectivity and watershed restoration.

Rates and Charges Renewal

A celebration-worthy event, TCD's Rates and Charges were renewed on October 20th following the Board of County Commissioner's Public Hearing. Overwhelmingly supportive comments were provided by the public both in writing and in person during the hearing. TCD's farmland preservation initiative was at the forefront of the many priorities brought forth by our community. This will leave a lasting impact on the future of Thurston County.

District Operations

September 23, 2026 Board Meeting Action Items

- None

36-Hour Workweek Trial

The 36-hour Workweek Committee of board and staff will meet on October 22nd to review the results of the finalized staff survey and the community experience survey, and discuss thoughts, concerns, and ideas regarding the trial and where TCD might go into the future. Information from this meeting will be shared with the TCD board at the October work session, in preparation for future decision-making to adopt a permanent work week.