



FY2012 (7/1/2011 – 6/30/2012) Annual Work Plan Kittitas County Conservation District

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Mission of the Kittitas County Conservation District

- *Provide leadership, technical, educational and financial assistance to landowners and land users in their utilization and management of natural resources.*

Natural Resource Priorities and Goals:

- *Water Quantity – Improve water use efficiency through conservation measures and storage opportunities to meet the needs of water users and work with partners, to achieve base flows in high priority streams by 2020.*
- *Water Quality - Meet the Total Maximum Daily Load (TMDL) goals in Kittitas County.*
- *Fish & Wildlife - By 2015, complete installation of approved fish screen and fish passage facilities for the high priority areas. By 2020 complete installation of approved fish screen and fish passage facilities for medium priority areas.*
- *Range Health- By 2020, document positive trend (health) on rangeland in Kittitas County.*
- *Forest Health- By 2020, document positive trend (health) on forestland in Kittitas County.*
- *Development & Natural Resource Impacts- Develop a strategy and an information campaign to address land use fragmentation & small parcel impact on natural resources.*
- *Soil Quality & Health- Maintain soil productivity and health to meet or exceed NRCS soil quality criteria.*



Washington Conservation Districts assisting land managers with their conservation choices

Program Area: *Water Quantity*

Goal(s): *Improve Irrigation Efficiencies on 30 acres of irrigated cropland and plan irrigation efficiencies on another 140 acres; install small acreage projects to improve efficiencies on 20 acres; assist 5 water right holders with installation of water measuring devices and pump stations; monitor diversion rates and stream flow in the Manastash and assist with Reverse Auction to acquire water rights on Manastash Creek.*

Funding Source(s): *Washington Conservation Commission, Department of Ecology, Salmon Recovery Funding Board and Bonneville Power Administration.*

Activities for FY2012	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Improve delivery and application of irrigation to and on small acreages using on approximately 20 acres. Applications are taken each September and projects are completed by the following May.	July 2011 to June 2012	CP, PE, DM	34	\$31,157	
Develop two (2) irrigation efficiencies projects on Fogarty Ditch and Taneum Creek and begin construction.	July 2011 to June 2012	CP, DM	42	\$11,135	
Manastash Creek Restoration Project- Finalize project design for sprinkler conversion project on 30 acres and pipeline, begin construction, place water in Trust Water Rights program.	July 2011 to June 2012	PM, DM, RT, PE	50	\$221,627	
Manastash Creek Restoration Project- Finalize engineering and design for a pipeline for the MWDA ditch to Hanson Road, begin construction, and place water in trust water rights program.	July 2011 to June 2012	PM, DM, PE, Consulting Engineer	196	\$948,504	
Manastash Creek Restoration Project- Monitor stream flow and ditch flow as part of the Implementation Plan.	July 2011 to June 2012	PM, RT	90	\$20,619	
Manastash Creek Restoration Project- Assist with Reverse Auction to be led by Trout Unlimited- Washington Water Project.	August 2011 to March 2012	DM, PM	7	\$2,148	
YTAHP - Design and construct project on 3M Ditch in the Teanaway to convert the ditch to alternate water sources, install sprinklers and pipelines and decommission ditch.	July 2011 to June 2012	CP, DM	101	\$355,460	
Participate in Kittitas County Groundwater Committee meetings.	July 2011 to June 2012	DM	2	\$718	

Program Area: *Water Quality*

Goal(s): Reduce irrigation induced erosion on 1,800 acres, inventory urban stormwater facilities, construction a stormwater management demonstration project on Crystal Creek, implement CREP contracts on 6 acres on Whiskey Creek and Schnebly Creek; install riparian plantings on 1.8 acres on the Teanaway River; assist with riparian project on 2 acres on a side channel of the Yakima River; and participate in Kittitas County Flood Task Force meetings.

Funding Source(s): Washington Conservation Commission, Department of Ecology, Kittitas County Public Works, US Fish & Wildlife Service Partners Program, and KCCD Special Assessment.

Activities for FY2012	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Provide cost share assistance to 18 landowners for PAM and PAM applicators on approximately 1,800 acres.	July 2011 to June 2012	DM, FM, CP	34	\$14,129	
Provide technical assistance to 8 landowners (including small acreage landowners, and livestock operators) for conservation planning.	July 2011 to June 2012	DM, GS, PE, CP, RT	35	\$11,339	
Work with City of Cle Elum to complete inventory stormwater sources and structures and to begin modeling stormwater.	July 2011 to June 2012	DM, GS	50	\$16,411	
Work with City of Cle Elum to implement stormwater demonstration project on Crystal Creek.	July 2011 to June 2012	DM, GS	26	\$38,645	
Work with Kittitas Conservation Trust (KCT) to monitor water quality (temperature) on the Cle Elum River and Side Channel.	July 2011 to June 2012	DM, FM, Consultant	3	\$31,062	Project Implemented by KCT & Consultant
Jack Creek Floodplain Restoration Project- Lower Jack Creek riparian area and instream improvements.	July 2011 to June 2012	DM, FM, RT, Consultant	39	\$29,120	Project Implemented by MCRFEG & Consultant
Implement one (1) CREP contract on Whiskey Creek for a total of 6 acres.	July 2011 to June 2012	DM, RT	49	\$35,605	
Complete one (1) riparian planting on the 1.8 acres along the Teanaway River in conjunction with Emergency EQIP contracts from the 2009 flood event.	August 2011 to June 2012	DM, GS, RT	32	\$12,237	
Complete two (2) riparian plantings on a 0.25 acres along the Yakima River near Cle Elum in conjunction with Mid-Columbia's Salmon in Your Backyard Program.	August 2011 to June 2012	DM, GS, RT	10	\$7,649	
Construct the Yakima River Side Channel Flood Fence Project and 2 acre riparian planting.	October 2011 to June 2012	DM, PE, RT	18	\$29,932	
Participate in the Kittitas County Flood Task Force.	July 2011 to June 2012	DM	6	\$2,341	

Program Area: *Fish & Wildlife*

Goal(s): *Participate in YTAHP Core Team to coordinate and develop projects; facilitate Manastash Creek Steering Committee and technical subcommittee meetings; begin construction of the Consolidated Pipeline for Reed, Anderson, and Hatfield Diversions; install fish screens on 4 diversions; improve fish passage on Manastash Creek and Teanaway River by removing or modifying structures associated with irrigation diversions; maintain riparian plantings on 5 acres; and monitor a 7,400 acre conservation easement for the Wild Horse Wind Power facility.*

Funding Source(s): *Salmon Recovery Funding Board, Bonneville Power Administration, U.S. Fish & Wildlife Service, Department of Ecology, Washington Conservation Commission, and Puget Sound Energy.*

Activities for FY2012	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Continue to participate in the YTAHP Core Team and develop projects with private landowners, determining project needs and securing funding.	July 2011 to June 2012	DM, RT, CP	57	\$15,588	
Seek funding for the Coleman Creek- Ellensburg Water Company Project including a siphon for the intersection, a fish screen and ladder for the irrigation diversion and options for delivering EWC water to downstream shareholders.	July 2011 to March 2012	DM, PE, CP, RT	43	\$20,017	
Remove a fish passage barrier on Parke Creek allowing access to 0.1 miles of habitat.	October 2011 to Jan 2012	PE, RT, DM	37	\$58,183	
Improve fish passage and pump station operation at the Red Bridge and Lambert Road pump stations on the Teanaway River by constructing or repairing in stream structures.	July 2011 to October 2011	DM, CP, PE, Consultants	97	\$399,448	
Maintain riparian planting areas associated with current and past YTAHP fish screen and passage projects.	July 2011 to June 2012	RT, WCC Crews	151	\$46,003	
Facilitate Manastash Creek Steering Committee Meetings and Technical Subcommittee Meetings.	July 2011 to June 2012	PM, DM, PE	38	\$16,389	
Manastash Restoration Project- Remove the "Abandoned Dam" to restore fish passage into 0.64 miles of habitat.	July 2011 to August 2011	PM, DM, PE	44	\$129,858	
Manastash Creek Restoration Project- Finalize Design and begin construction of Consolidated Pipeline in order to remove three unscreened diversions and one passage barrier.	July 2011 to June 2012	PM, DM, PE, RT, Consultants	182	\$1,169,472	
Manastash Restoration Project- Construct new check board structure at Barnes Road Fish Screen Facility.	October 2011 to December 2011	PM, DM, PE, RT, Consultants	30	\$9,776	BPA construction
Monitor Wild Horse Wind Facility Conservation Easement.	Sept 2011 to May 2012	GS, DM, FM	23	\$6,977	

Program Area: *Range Health*

Goal(s): *Assist with work to reduce wildlife depredation on farm lands, assist with implementing the grazing plan established by the Wild Horse CRM process and monitor conservation easement on rangelands.*

Funding Source(s): *Washington Conservation Commission and KCCD Special Assessment*

Activities for FY2012	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Facilitate meetings of the Big Game Management Roundtable and maintain communication between meetings.	July 2011 to June 2012	CP	6	\$1,578	
Participate in the Wild Horse CRM including attending meetings and assisting with monitoring activities.	July 2011 to June 2012	DM, CP	7	\$1,937	

Program Area: *Forest Health*

Goal(s): *By 2020, document positive trend (health) on forestland in Kittitas County.*

Funding Source(s): *KCCD Special Assessment and Department of Natural Resources*

Activities for FY2012	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Seek out funding sources for firewise activities with private landowners.	July 2011 to June 2012	GS, DM	7	\$2,218	
Provide financial and technical assistance to landowners on 200 acres of forestland to implement firewise and forest health practices.	July 2011 to December 2011	GS, DM, Consultant	51	\$86,080	
Assist Wagon Wheel community to become a Firewise USA community; and continue to assist Sky Meadows with maintaining their Firewise USA designation.	July 2011 to June 2012	GS	10	\$3,000	

Program Area: Information/Education

Goal(s): *Provide information/education opportunities to all ages and backgrounds in order to increase their knowledge and understanding of natural resources in Kittitas County using venues such as newsletters, a website, workshops, public events and landowner site visits.*

Funding Source(s): *Kittitas County Special Assessment, Washington Conservation Commission, Roy & Marge Bach Memorial Conservation Plant Sale.*

Activities for FY2012	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Conduct Roy & Marge Bach Memorial Plant Sale (4,000 seedlings to 100 customers).	Jan 2011 to April 2011	FM, Volunteers	26.0	\$10,160	
Complete quarterly newsletters with circulation of 12,000.	July 2011 to June 2012	GS, DM FM	26.0	\$24,085	
Manage and maintain website for public outreach and information about KCCD projects and programs.	July 2011 to June 2012	GS, DM FM	27.0	\$8,177	
Agriculture Appreciation Day at Kittitas County Event Center (~300 3 rd Grade Students).	March 2011	CP	1.5	\$258	
Kittitas County Hay Growers – Presentation of Activities.	February 2011	DM	1.5	\$538	
Kittitas County Fair- Community Education Booth to reach 60,000 attendees.	September 2011	DM, GS, FM	6.0	\$1,612	
Assist WSU Extensions with series of 7 workshops aimed at small acreage management strategies for landowners.	Sept 2011 to Dec 2011	CP, DM	7.5	\$2,020	

Program Area: **District Operations**

Goal(s): *Complete operations in a time and funding efficient manner consistent with Washington Conservation Commission guidelines.*

Funding Source(s): *Kittitas County Special Assessment, Washington Conservation Commission, overhead on grants.*

Activities for FY2012	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Complete Supervisor elections and appointments, and recruit one new Associate Supervisor.	Dec 2011 to March 2012	FM, DM, Board of Supervisors	21.0	\$5,660	
Complete 12 monthly meetings and 4 special meetings of the Board of Supervisors and offer 2 training opportunities to Supervisors and Staff.	July 2011 to June 2012	DM, FM, Board of Supervisors	81.0	\$18,522	
Complete A-133 Audit (Single Federal Audit) with SAO.	July 2011 to Sept 2012	DM, FM, Board of Supervisors	101.0	\$10,178	
Complete internal audit, Annual Financial Report, Annual Plan of Work, and Annual Report of Accomplishments.	August 2011 to May 2012	DM, FM, Board of Supervisors	23.0	\$5,978	
Complete monthly vouchers for 20 different grants, monitor budgets, complete status reports and complete monthly payroll functions.	July 2011 to June 2012	FM, DM, Board of Supervisors	118.0	\$31,658	
Review existing KCCD policies (Purchasing & Contracting, Personnel, Cost Share) and continue to develop KCCD Operations Manual.	July 2011 to June 2012	DM, FM, Board of Supervisors	7.5	\$2,203	
Complete employee evaluations and review of salaries/wages.	March 2011 to May 2012	DM, Board of Supervisors	7.3	\$2,011	
Work with Kittitas Board of county Commissioners on Rural Service Center funding and cooperative efforts.	July 2011 to June 2012	DM, GS, Board of Supervisors	11.0	\$2,995	
Meet with the Kittitas Board of County Commissioners to discuss on-going programs, projects and funding.	March 2012	DM, Board of Supervisors	4.5	\$1,127	

Person Responsible Key

DM- District Manager (Anna Lael)
 FM- Financial Manager (Sara Leist)
 GS- GIS Specialist (Suzanne Wade)

PE- Engineer Technician (Ryan Roberts)
 CP- Conservation Planner (Mark Crowley)

PM- Project Manager (Sherry Swanson)
 RT- Resource Technician (Brent Dixon)



FY2012 Annual Budget Kittitas County Conservation District

Object	Budget
Salaries & Wages	\$321,268
Personnel Benefits	\$84,547
Office & Operating Supplies	\$30,700
Fuel Consumed	\$6,000
Supplies Purchased for Resale	\$4,500
Small Tools & Minor Equipment	\$2,000
Repairs & Maintenance (Vehicles)	\$1,500
Professional Services	\$320,000
Communication	\$2,800
Travel	\$4,000
Advertising	\$3,000
Insurance	\$8,250
Miscellaneous	\$25,000
Subtotal	\$813,565
Cost Share	\$164,000
Project Construction	\$2,929,000
Subtotal	\$3,093,000
TOTAL	\$3,906,565

Grant Source	Total Grant Budget	FY12 Income
Direct Federal Funds		
Manastash In-stream Flow Enhancement (BPA)	\$893,000	\$225,000
Teanaway River Grant (BPA)	\$135,074	\$135,074
USFWS Partners Grant - Flood Fence Project	\$23,000	\$23,000
Indirect Federal Funds		
Salmon Recovery Funding Board- Consolidated Pipeline (Manastash)	\$599,408	\$532,700
Salmon Recovery Funding Board- 3M Ditch	\$328,500	\$250,000
Salmon Recovery Funding Board- Manastash Barriers	\$112,959	\$112,959
Salmon Recovery Funding Board- Red Bridge Road	\$243,877	\$243,877
DNR Firewise Grant	\$41,000	\$41,000
Yakima Tributary Access & Habitat Program (BPA via RC&D)	\$357,958	\$357,958
State Funds		
WSCC Implementation Grant	\$41,000	\$41,000
WSCC Irrigation Efficiencies	\$10,000	\$10,000
WSCC Professional Engineering	\$70,000	\$70,000
WSCC CREP Technical Assistance	\$3,000	\$3,000
WSCC CREP Cost Share	\$10,000	\$5,000
Ecology Manastash Restoration Project	\$2,240,000	\$125,000
Ecology Manastash Pipelines Project	\$1,978,000	\$1,500,000
Ecology Jack Creek Floodplain Project (Mid-Columbia RFEG)	\$250,000	\$25,000
Ecology Upper Kittitas County Water Quality (CCWF)	\$112,958	\$60,000
Ecology Cle Elum River ELJ Project (CCWF)	\$250,000	\$30,000
Local Funds		
Kittitas County Road Funds	\$5,000	\$3,497
Kittitas County Special Assessment Funds	\$146,530	\$105,000
Puget Sound Energy - Wild Horse Facility Conservation Easement	\$7,500	\$7,500
TOTAL	\$7,858,764	\$3,906,565