



FY2011 (7/1/2010 – 6/30/2011) 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 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.*

Program Area: *Water Quantity*

Goal(s): *Improve Irrigation Efficiencies on 100 acres of irrigated cropland and plan irrigation efficiencies on another 100 acres; install small acreage projects to improve efficiencies on 20 acres; plan irrigation delivery improvements on two canals; monitor diversion rates and stream flow in the Manastash and assist 30 water right holders with installation of water measuring devices.*

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

Activities for FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Improve delivery and application of irrigation on approximately 20 acres through Small Project Cost Share.	July 2010 to June 2011	CP, PE, DM	34	\$34,315	
Manastash Restoration Project- Install a sprinkler system on 100 acres under the Anderson Ditch and place water in the trust water rights program.	July 2011 to March 2011	PM, CP, DM	37	\$200,597	
Manastash Restoration Project- Finalize engineering and design for a pipeline for the MWDA ditch to KRD Lateral 13.8 and the Consolidated Pipeline, begin construction, and place water in trust water rights program.	July 2010 to June 2011	PM, DM, PE, Consulting Engineer	172	\$1,619,308	

Manastash Creek Restoration Project- Monitor stream flow and ditch flow as part of the Implementation Plan	July 2010 to June 2011	PM, TT, RT	88	\$18,883	
Design and construct project on 3M Ditch in the Teanaway to convert the ditch to alternate water sources, decommission ditch, and place water in trust water rights program (99 Acres)	July 2010 to June 2011	CP, DM	99	\$355,600	
Assist 30 water right owners to install water measuring devices on their surface water diversions to improve management of their water right.	July 2010 to June 2011	CP, FM, PM	24	\$281,870	

Program Area: *Water Quality*

Goal(s): *Provide technical assistance to 40 landowners/operators; reduce irrigation induced erosion on 1,800 acres, inventory urban stormwater facilities, restore Cle Elum River floodplain; monitor water temperatures on the Cle Elum River; assist with sewer lift station replacement on Columbia River; implement CREP contracts on 8 acres on Whiskey Creek and Schnebly Creek; install riparian plantings on 3 acres on the Teanaway River; assist with riparian project on 6 acres on Wilson Creek; and participate in Kittitas County Flood Task Force meetings.*



Funding Source(s): *Washington Conservation Commission, Department of Ecology, KC Public Works and KCCD Special Assessment.*

Activities for FY2011	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 2010 to June 2011	DM, FM, CP	28	\$14,696	
Provide technical assistance (site visits, GIS maps, conservation plans, etc.) to 40 landowners	July 2010 to June 2011	DM, GS, PE, CP, RT	35	\$10,590	
Work with City of Cle Elum to complete inventory stormwater sources and structures and to begin modeling stormwater	July 2010 to June 2011	DM, GS, TT	106	\$31,962	
Work with Kittitas Conservation Trust (KCT) to monitor water quality (temperature) on the Cle Elum River and Side Channel	July 2010 to June 2011	DM, FM	7	\$31,742	<i>Project Implemented by KCT</i>
Continue work on Cle Elum River Floodplain Restoration by blocking campsites & vehicle access to active floodplain; decommissioning 800' of road; relocating 4,000' of road; decompacting soils; and planting trees & shrubs.	July 2010 to June 2011	DM, FM	3	\$50,000	<i>Project to be implemented by USFS</i>
Jack Creek Floodplain Restoration Project- Lower Jack Creek riparian area and instream improvements	Sep-10	DM, FM, RT, Consultant	44	\$35,478	<i>Implemented by Mid-Col Fish</i>
Provide assistance to Kittitas County Water District No. 6 to replace sewer lift station to prevent spill into Wanapum Lake	July 2010 to December 2010	DM, FM	3	\$925	<i>Assistance to Water Dist. Staff</i>
Implement two (2) CREP contracts- on Whiskey Creek and Schnebly Creek (8 acres)- and complete 2 more contracts	July 2010 to June 2011	DM, RT, TT	70	\$43,440	

Complete two (2) riparian plantings on the Teanaway River in conjunction with Emergency EQIP contracts ('09 flood event).	Oct 2010 to June 2011	GS, RT	10	\$8,143	
Coordinate with Cascade Land Conservancy, WSU Extension and Mid-Columbia Fisheries on Helen McCabe Park Riparian Area Grazing Demonstration (on Wilson Creek).	July 2010 to June 2011	DM, RT, TT	8	\$7,314	<i>CLC's Pioneers in Conservation Grant</i>
Participate in the Kittitas County Flood Task Force.	July 2010 to June 2011	DM	9	\$3,206	

Program Area: Fish & Wildlife

Goal(s): *Participate in YTAHP Core Team to coordinate and develop projects; facilitate Manastash Creek Steering Committee meetings and technical subcommittee meetings; install fish screens on 6 diversions; improve fish passage on Cherry Creek, Park Creek, Manastash Creek and Teanaway River by removing or modifying structures associated with irrigation diversions; maintain riparian plantings on 4 acres; participate in Shrub-Steppe Partnership; and monitor an 6,500 acre conservation easement associated with 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 FY2011	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 2010- June 2011	DM, RT, CP	57	\$16,817	
Finalize design and procure permits to reconstruct two diversions on Cherry Creek to accommodate fish passage and install fish screens; provide a fish screen for a pump diversion; and construct a pump station with proper fish screens.	July 2010 to December 2010	DM, PE, RT, RT, Consultants	147	\$492,149	
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 2010 to March 2011	DM, PE, CP, RT	52	\$21,189	
Remove a fish passage barrier on Parke Creek allowing access to 0.1 miles of habitat.	July 2010 to January 2011	PE, RT, DM	42	\$59,268	
Improve fish passage and pump station operation at the Red Bridge and Lambert Road pump stations on the Teanaway River by constructing or repairing instream structures.	July 2010 to October 2010	DM, CP, PE, Consultants	64	\$290,559	
Maintain riparian planting areas associated with current and past YTAHP fish screen and passage projects.	July 2010 to June 2011	RT, TT, WCC Crews	285	\$48,517	

Facilitate Manastash Creek Steering Committee Meetings and Technical Subcommittee Meetings.	July 2010 to June 2011	PM, DM, PE	39	\$16,208	
Manastash Restoration Project- Remove the "Abandoned Dam" to restore fish passage into 0.64 miles of habitat.	July 2010 to August 2010	PM, DM, PE	36	\$57,572	
Manastash Restoration Project- Construct facility to provide fish screens and fish passage at the Keach/Jensen Diversions.	July 2010 to April 2010	PM, DM, PE, RT, CP, Consultants	119	\$34,698	Construction by BPA
Attend Shrub-Steppe Partnership Meetings (sage grouse).	July 2010 to July 2011	DM	5	\$1,781	
Monitor Wild Horse Wind Facility Conservation Easement.	Sept 2010 to Dec 2010	GS, DM, FM	13	\$4,965	Easement held by WDFW

Program Area: Range Health

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

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



Activities for FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Facilitate meetings of the Big Game Management Roundtable and maintain communication between meetings.	July 2010-June 2011	CP	12	\$3,156	
Participate in the Wild Horse CRM including attending meetings and assisting with monitoring activities.	July 2010 to June 2011	DM, CP	11	\$2,987	
Provide technical and financial assistance to ranchers involved in the Wild Horse CRM to improve two to four spring sites.	July 2010 to March 2011	DM, CP, Archeologist	22	\$33,751	

Program Area: Forest Health

Goal(s): Seek funding sources for firewise practice implementation; provide technical and financial assistance on 200 acres of forestland; and assist local communities with Firewise USA designations.

Funding Source(s): KCCD Special Assessment



Activities for FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Seek out funding sources to implement firewise activities on private lands.	July 2010-June 2011	GS, DM	9	\$2,921	
Provide financial and technical assistance to landowners on 200 acres to implement firewise and forest health practices.	July 2010 to March 2011	GS, DM, Consultant	38	\$38,356	
Assist communities (Wagon Wheel and Sky Meadows) with Firewise USA Community designation.	July 2010-June 2011	GS	5	\$1,496	

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 FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Conduct Roy & Marge Bach Memorial Conservation Plant Sale (6,000 seedlings to 100 customers).	Jan 2011 to April 2011	FM, Volunteers	16.5	\$9,366	
Work with WSU Extension to host seven Small Acreage Management workshops.	Sept 2010 to Dec 2010	CP	5.0	\$2,065	
Host a summer workshop with South Central RC&D.	Jul-10	DM	5.0	\$1,628	
Complete quarterly newsletters with circulation of 12,000.	July 2010 to June 2011	GS, DM FM	27.0	\$23,190	
Manage and maintain website for public outreach and information about KCCD projects and programs.	July 2010 to June 2011	GS, DM FM	26.0	\$7,892	
13 th District Legislative Tour of Completed Projects.	Sep 2010	DM, PM, CP	10.0	\$3,164	
Agriculture Appreciation Day at Kittitas County Event Center (~300 3 rd Grade Students).	March 2011	CP	1.5	\$395	
Kittitas County Hay Growers – Presentation of Activities.	Feb 2011	DM	1.5	\$534	
Kittitas County Fair- Community Education Booth to reach 60,000 attendees.	Sep 2010	DM, GS, FM	6.0	\$1,832	

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 FY2011	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Complete Supervisor elections and appointments, and recruit one new Associate Supervisor.	Dec 2010 to March 2010	FM, DM, Board of Supervisors	21.0	\$5,647	

Complete 12 monthly meetings and 4 special meetings of the Board of Supervisors and offer 2 training opportunities to Supervisors and Staff.	July 2010 to June 2011	DM, FM, Board of Supervisors	83.0	\$19,187	
Complete A-133 Audit (Single Federal Audit) with SAO.	July 2011 to Sept 2011	DM, FM, Board of Supervisors	21.0	\$10,167	
Complete internal audit, Annual Financial Report, Annual Plan of Work, and Annual Report of Accomplishments.	August 2010 to May 2011	DM, FM, Board of Supervisors	23.0	\$5,988	
Complete monthly vouchers for 20 different grants, monitor budgets, complete status reports and complete monthly payroll functions.	July 2010 to June 2011	FM, DM, Board of Supervisors	122.0	\$33,556	
Review existing KCCD policies (Purchasing & Contracting, Personnel, Cost Share) and continue to develop KCCD Operations Manual.	July 2010 to June 2011	DM, FM, Board of Supervisors	7.5	\$2,191	
Complete employee evaluations and review of salaries/wages.	March 2010 to May 2010	DM, Board of Supervisors	7.3	\$2,008	
Complete final design for Rural Service Center and secure funding for construction.	July 2010 to June 2011	DM, GS, Board of Supervisors, Architect	61.0	\$47,978	
Meet with the Kittitas Board of County Commissioners to discuss on-going programs, projects and funding.	March 2010	DM, Board of Supervisors	4.0	\$973	

Total of All Program Areas	2154	\$ 4,045,089
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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 (Vacant)
TT- Temporary Technician

Washington Conservation Districts assisting land managers with their conservation choices