



Kittitas County Conservation District  
 2211 W. Dolarway Rd, Suite 4 - Ellensburg, WA 98926 - Phone (509) 925-3352 - Fax (888) 546-0825

**BOARD OF SUPERVISORS**  
**Monthly Board Meeting**  
 Thursday, March 12, 2026 at 1:00PM, Zoom Meeting ID: 811 0138 9638

*ATTENDANCE*

<b>Board of Supervisors:</b> <b>Mark Moore</b> , Chair <b>Jeff Brunson</b> , Auditor <b>Bill Boyum</b> , Member <b>Brian Cortese</b> , Member <b>Matt Eslinger</b> , Vice Chair	<b>KCCD Staff:</b> <b>Anna Lael</b> , District Manager <b>Emily Love</b> , Financial Manager <b>Brent Dixon</b> , Project Manager <b>Mark Crowley</b> , Conservation Planner <b>Wendy Mee</b> , Resource Technician <b>Miranda Nash</b> , Office Administrator <b>Sherry Swanson</b> , Project Manager <b>Tony Craven</b> , CWDG Project Manager (via Zoom)
<b>Guests:</b> Amber Jackson, Dept of Ecology (via Zoom)	

- I. **Call to Order** : Mark Moore called the meeting to order at 1:01 PM. Attendees participated in person and via Zoom.
- II. **Public Comment:** None
- III. **Approve Accountant’s Report and Meeting Minutes**  
**MOTION:** Approve November 2025, December 2025, January 2026 and February 2026 Treasurer’s Reports and Minutes from February 12th board meeting.  
**Jeff Brunson**, Seconded by **Matt Eslinger** *Passed Unanimously*
- IV. **Approve Bills:**  
**MOTION:** Approve check numbers 22767 – 22808 and EFT numbers 168,193,210, 211 for a total of \$163,778.94 (Payroll Checks 22767-22770 and 22784-22792) and building account check numbers 2480-2487 for a total of \$15,729.29. Approve pending payments totaling \$67,665.35 contingent upon receiving grant reimbursement requests.  
**Bill Boyum**, Seconded by **Matt Eslinger** *Passed Unanimously*
- V. **Reports**
  - A. **NRCS Programs**
    - 1. District Conservationist Report – None
  - B. **Cascade at Coleman Creek Fish Passage & Screening Project Construction Project**  
 The project is wrapping up. Coleman Creek has been returned to it’s channel and the bypass channel decommissioned. Photos and video were shared.
  - C. **Emergency Watershed Protection Projects**  
 Three projects have been submitted to the NRCS National Office, two on the Teanaway and one on the Yakima River. The reports were completed by Isaiah Krutak, State Hydraulic and Hydrologic Engineer with NRCS. If these projects are approved for funding, there will be an agreement between NRCS and KCCD, and then subsequent cost share agreements with the landowners.

**D. KCCD Election**

The final ballot count for the 2026 KCCD Election will occur on Tuesday March 17. The initial ballot count on March 4 resulted in the following:

Matt Eslinger - 47 votes

Thomas Pierce - 2 votes

There were no ballots of concern. County staff at the Auditor's office were very helpful and verified all voter signatures on the return envelopes.

**E. District Manager Evaluation**

March is the month for staff evaluations. The District Manager evaluation is done by two Board members and needs to be scheduled. Matt Eslinger and Jeff Brunson volunteered. The evaluation was scheduled for Monday March 16 at 9:00am.

**VI. Action Items**

**A. Conservation Commission Advance Requests**

1. 24-28-RP

a) Advance Cost Share – Advance \$80,000 for cost share project.

**MOTION:** Approve advance request of \$80,000 for cost share project under grant 24-28-RP  
**Jeff Brunson**, Seconded by **Brian Cortese** *Passed Unanimously*

**B. Anderson Perry & Associates Task Order Amendments – Anna presented the following task order amendments:**

1. Task Order 4 Supplemental Generators Amendment 2 – *Extend the task order to 06/01/2026*
2. Task Order 3 Naneum-EWC Amendment 6 – *Extend task order to 9/30/2026*
3. Task Order 5 Cooke Creek 4.25 and 3.86 Amendment 4 – *Extend Task Order to 12/31/2026*
4. Task Order 6 CID at Coleman Creek Amendment 4 – *Add \$9,000.00 for survey work related to the easements and Extend Task Order to 11/30/2026*
5. Task Order 8 Naneum 3.75 Amendment 2 – *Extend to 6/30/2026*

**MOTION:** Approve amendments Anderson Perry & Associates Task Orders as presented.  
**Jeff Brunson**, Seconded by **Bill Boyum** *Passed Unanimously*

**C. KCCD – Kittitas County Flood Control Zone District Interlocal Agreement for Whiskey Creek**

**The Interlocal Agreement for this project expires 3/31/26. A letter amendment has been prepared extending the agreement to 3/31/2027.**

**MOTION:** Approve Modification to Interlocal Agreement Between Kittitas County Flood Control Zone District and Kittitas County Conservation District extending it to March 31, 2027.

**Bill Boyum**, Seconded by **Matt Eslinger** *Passed Unanimously*

**D. RLR Research Task Orders**

1. **2026 sign up for both 3149 and 2326** -The recent sign-up for RCPP funding will result in at least one project funded under RCPP 2326 and up to 5 funded under RCPP 3149. In addition, projects with the irrigation water management entities are progressing, with the CID Brick Road tunnel ready for cultural resources consultation. Staff requests authorization to negotiate two task orders with RLR Research, one for each RCPP, with not to exceed amounts of \$10,000 (for RCPP 2326) and \$50,000 (for RCPP 3149)
2. **VSP Projects** - Three cost share agreements for stock water improvements have been approved by the Watershed Group and the Board of Supervisors. These three projects have ground disturbing activities and will need cultural resources consultations. Staff requests authorization to negotiate a Task Order with RLR Research for a not to exceed amount of \$15,000.

3. **Naneum 3.75** – The design has progressed to the point where an area of potential effect can be delineated. Staff requests authorization to negotiate a Task Order with RLR Research for a not to exceed amount of \$10,000.

**MOTION:** Authorize staff to negotiate four task orders with RLR Research for the projects as presented.

**Bill Boyum**, Seconded by **Brian Cortese**

*Passed Unanimously*

#### E. Building Maintenance - Tree Trimming

1. **Central Washington Tree Services**- The trees between the office building and the pond are in need of trimming for building safety and maintenance. An estimate has been provided by Central Washington Tree Services.

**MOTION:** Approve contract with Central Washington Tree Services for tree trimming around the office building.

**Jeff Brunson**, Seconded by **Matt Eslinger**

*Passed Unanimously*

#### F. CWDG

1. **Cost Share Projects Completion** – The East Airport Road LLC cost share project is complete for 70 acres on North Cle Elum Ridge.

**MOTION:** Accept the East Airport Road LLC cost share project as complete.

**Jeff Brunson**, Seconded by **Bill Boyum**

*Passed Unanimously*

2. **Burn Bot/Elemental Impact Funding** – District Manager was contacted by Kittitas County Fire District No. 7 regarding \$600,000 funding available from [Elemental Impact](#) and awarded to [Burn Bot](#) for work in Kittitas County. Elemental Impact funding requires a 1:1 match and KCFD 7 asked if CWDG funds could provide that match. The funding may be used for outreach and community engagement as well as on-the-ground work. That is a gap in the CWDG grant, which has no funding set aside for outreach and community engagement.

#### G. CORRIM Agreement Amendment

CORRIM is offering to extend the current agreement regarding the "**Building a Biochar Market for Forest and Climate Resilience**" project to January 31, 2027 and add \$50,000 to expand the scope of work to include working with and recruiting landowners to participate in the Biochar work.

**MOTION:** Approve time, budget and scope amendment to agreement with CORRIM for the Building a Biochar Market for Forest and Climate Resilience project.

**Bill Boyum**, Seconded by **Jeff Brunson**

*Passed Unanimously*

#### H. Swauk Prairie Project Survey

The conservation easement including building envelopes must be surveyed for the final completion of this easement project. The project budget for this survey is \$15,000.

**MOTION:** Authorize District Manager to solicit proposals and contract for the survey of the Swauk Prairie Farms conservation Easement.

**Jeff Brunson**, Seconded by **Bill Boyum**

*Passed Unanimously*

#### I. RCPP Project 3149 - Cascade Irrigation District

1. **Brick Road Tunnel Project Bid Authorization**

The Brick Road Tunnel project needs to be advertised for bid in time for the contractors to inspect the tunnel prior to irrigation season. Construction would not begin until after irrigation season ends. The current schedule is to issue the project for bid immediately with a pre-bid meeting no later than April 2 and a bid due date of April 30, 2026. The project cost estimate is \$1.66 million.

**MOTION:** Approve the Cascade Irrigation District Brick Road Tunnel Improvement project bid solicitation with a due date of April 30, 2026.

**Bill Boyum**, Seconded by **Matt Eslinger**

*Passed Unanimously*

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**J. Cascade at Coleman Creek Fish Passage & Screening Project Construction Project**

Two items remain for completion under the Midway Underground LLC construction contract for the Coleman Creek project. The gate for the canal spill to Coleman Creek is delayed and will not arrive until after irrigation season begins so installation cannot occur until irrigation season is over. Hydroseeding of the pasture will be more successful if it waits until fall. Staff recommend extending the contract to November 15, 2026 to allow for completion of these items.

**MOTION:** Extend the construction contract with Midway Underground LLC to November 15, 2026.  
**Jeff Brunson**, Seconded by **Brian Cortese** *Passed Unanimously*

VII. **WSCC Regional Manager Report- Allisa Carlson – None**

VIII. **Adjournment: 2:20 PM by Chair Mark Moore**

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**MOTIONS APPROVED:**

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**MOTION:** Approve advance request of \$80,000 for cost share project under grant 24-28-RP

**Jeff Brunson**, seconded by **Brian Cortese** *Passed Unanimously*

**MOTION:** Approve amendments Anderson Perry & Associates Task Orders as presented.

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**Bill Boyum**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION:** Authorize staff to negotiate four task orders with RLR Research for the projects as presented.

**Bill Boyum**, seconded by **Brian Cortese** *Passed Unanimously*

**MOTION:** Approve contract with Central Washington Tree Services for tree trimming around the office building.

**Jeff Brunson**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION:** Accept the East Airport Road LLC cost share project as complete.

**Jeff Brunson**, seconded by **Bill Boyum** *Passed Unanimously*

**MOTION:** Approve time, budget and scope amendment to agreement with CORRIM for the Building a Biochar Market for Forest and Climate Resilience project.

**Bill Boyum**, Seconded by **Jeff Brunson** *Passed Unanimously*

**MOTION:** Authorize District Manager to solicit proposals and contract for the survey of the Swauk Prairie Farms conservation Easement.

**Jeff Brunson**, seconded by **Bill Boyum** *Passed Unanimously*

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**Bill Boyum**, seconded by **Matt Eslinger** *Passed Unanimously*

**MOTION:** Extend the construction contract with Midway Underground LLC to November 15, 2026.

**Jeff Brunson**, seconded by **Brian Cortese** *Passed Unanimously*

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Recording Secretary



Date



Board Member



Date