



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

Board of Supervisors Meeting
July 10, 2025 7:00 AM, Zoom Meeting ID: 878 8326 7511

ATTENDANCE

Board of Supervisors: Mark Moore , Chair Bill Boyum , Member Brian Cortese , Member	KCCD Staff: Anna Lael , District Manager Miranda Nash , Office Administrator Emily Love , Financial Manager Brent Dixon , Project Manager Mark Crowley , Conservation Planner Sherry Swanson , Project Manager Wendy Mee , Resource Technician Tony Craven , CWDG Project Manager (via Zoom)
Guests: None	

- I. **Call to Order**- Mark Moore called the meeting to order at 7:00 AM. Attendees participated in person and via Zoom.
- II. **Public Comment – None**
- III. **Approve Accountant’s Report & Meeting Minutes**
MOTION: Approve June 2025 Treasurer’s Report, and the regular meeting minutes from June 12, 2025 & special meeting minutes from June 27, 2025.
Bill Boyum, Seconded by **Brian Cortese** *Passed Unanimously*
- IV. **Approve Bills** (see attached spreadsheet)
MOTION: Approve check numbers 2001 -2004 (Counter checks), 21961- 21970,21990-22007 and EFT numbers 706 for a total of \$517,535.06 (Payroll Checks 21993-22000) and building account check numbers 2414-2418 and 2420-2421 for a total of \$2,845.44. Approve pending payments totaling \$58,556.83 contingent upon receiving grant reimbursement requests.
Bill Boyum, Seconded by **Brian Cortese** *Passed Unanimously*
- V. **Reports**
 - A. **NRCS Programs**
 1. District Conservationist Report- No report.
- VI. **Action Items**
 - A. **Conservation Commission Advance Requests**
 1. There are no current requests
 - B. **Conservation Commission Master Agreement FY26-27**
 1. Addendum Approvals
 - a) None at this time

C. KCCD Cost Share Resolution 2025-004

1. A new resolution establishing cost share rates is required by the Commission each biennium.

MOTION: Approve KCCD Resolution 2025-004 Cost Share Policy

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

D. CWDG Projects

1. Cost Share Projects
 - a) None at this time
2. New Cost Share Projects
 - a) None at this time

E. 25-28-NR Small Project Cost Share Program

The annual Small Project Cost Share Program is advertised each summer. This year, the suggested due date is August 22, 2025. In 2024, the cost share cap was \$10,000 and the rate is 50% for gated pipe, 75% for sprinklers, and 75% for piping and earthen delivery ditch.

MOTION: Set due date for 2025 Small Project Cost Share Program for August 22, 2025 and keep the rates and cap the same as last year.

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

F. Anderson Perry Task Order 4 – Supplemental Generators Time Extension

The Task order with Anderson Perry & Associates for the Supplemental Generators project needs to be extended as it expired 6/30/2025. The project is expected to be completed by the end of this calendar year now that the FEMA funding grant has been extended,

MOTION: Extend Task Order 4 – Supplemental Generators to December 1, 2025.

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

G. Bank Account

The main KCCD checking account was compromised earlier this week. A new account was immediately established to protect KCCD funds.

MOTION: Approve establishing a new checking account at Cashmere Valley Bank.

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

VI. WSCC Regional Manager Report- Allisa Carlson – None

VII. Adjournment –7:27 AM by Chair Mark Moore

MOTIONS APPROVED:

MOTION: Approve June 2025 Treasurer's Report, and the regular meeting minutes from June 12, 2025 & special meeting minutes from June 27, 2025.

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

MOTION: Approve check numbers 2001 -2004 (Counter checks), 21961- 22007 and EFT numbers 706 for a total of \$517,535.06 (Payroll Checks 21905-21907, 21911-21926 and 21957-21959) and building account check numbers 2414-2418 and 2420-2421 for a total of \$2,845.44. Approve pending payments totaling \$58,556.83 contingent upon receiving grant reimbursement requests.

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

MOTION: Approve KCCD Resolution 2025-004 Cost Share Policy

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

MOTION: Set due date for 2025 Small Project Cost Share Program for August 22, 2025 and keep the rates and cap the same as last year.

Bill Boyum, Seconded by **Brian Cortese**

Passed Unanimously

MOTION: Extend Task Order 4 – Supplemental Generators to December 1, 2025.
Bill Boyum, Seconded by **Brian Cortese** *Passed Unanimously*
MOTION: Approve establishing a new checking account at Cashmere Valley Bank.
Bill Boyum, Seconded by **Brian Cortese** *Passed Unanimously*



Recording Secretary



Date



Board Member



Date