



FY2018 (7/1/17 – 6/30/18) 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.*

Vision of the Kittitas County Conservation District

- *The Kittitas County Conservation District is recognized by all private landowners as a source of financial, technical and educational assistance in Kittitas County; and by local, state and federal authorities as the organization of choice to implement on-the-ground stewardship activities.*

Who We Serve & Why

- *We serve the citizens of our community (county, state, country) to ensure the long-term use of natural resources in an economically, socially and environmentally sustainable manner using non-regulatory, voluntary approaches.*

Natural Resource Priorities

The KCCD's focus is on creating and maintaining resilient landscapes across Kittitas County. This effort addresses natural resource concerns and priorities detailed below. Most of the KCCD programs work across these resource concerns, as resilient landscapes are not limited to a single resource issue or concern.

▪ **Water Quantity**

- *Drought resiliency and efficient use of irrigation water is the highest priority in Kittitas County. Nearly all streams are over allocated, creating low flows both to supply irrigation needs and support resident and anadromous fisheries as well as streamside and floodplain vegetation. The [Kittitas Reclamation District](#) (KRD), encompassing 59,000 acres, is prorated during water short years. Cascade Irrigation District, Ellensburg Water Company, Westside Irrigating Company and other smaller water purveyors may have non-proratable rights, but they depend highly on return flows from KRD and so are also significantly impacted in water short seasons. Water use efficiency is a high priority of the USDA Natural Resources Conservation Service ([NRCS](#)) who's [2012 State Resource Assessment](#) ranked "Insufficient Water - Inefficient use of irrigation water" the number one priority in the Central area. The [Irrigation Efficiencies Program](#) has contracted projects impacting more than 2,800 acres of cropland and placing 4,529 acre-feet in the [Washington Trust Water Rights Program](#) in 11 streams across the KCCD since 2002. The Yakima River Basin Integrated Water Resource Management Plan ("Integrated Plan") was developed and is being implemented by [US Bureau of Reclamation](#) and the [Washington State Department of Ecology](#) in conjunction with the Yakama Nation and Yakima River basin stakeholders (including the Kittitas County Conservation District). The Integrated Plan's benefits include "Providing more water for stream flows that fish need to survive" and "Providing greater water supply reliability for farmers and communities." [Trout Unlimited](#) and [Washington Water Trust](#) are working with KCCD and [NRCS](#) to develop projects with water right holders improving on-farm efficiency and/or selling a portion or all of their instream water right.*

▪ **Water Quality**

- *More than 700 miles of streams and rivers flow through forestland, rangeland, irrigated agricultural lands and urban lands in Kittitas County. Water quality is important in these waterways to ensure public health, provide irrigation water, and for salmonids and resident*

fish species as well as upland wildlife species. Water quality degradation is a Priority Resource Concern in the [2012 State Resource Assessment](#). The assessment describes both sediment and nutrients in ground water and surface water in crop, forest and other associated agricultural lands. In Kittitas County, the water quality degradation- “excessive sediment” priority involves 63,500 acres and the “excessive nutrients” involves 15,000 acres, within the 63,500 acres. In addition, the Department of Ecology is responsible for several [Water Cleanup Plans \(TMDLs\)](#) addressing chlorine, ammonia-N, BOD (5-day), fecal coliform/bacterial contamination, temperature; organochlorine pesticides, suspended sediments, and turbidity. [WSU Extension Kittitas County](#) is working to provide assistance to producers regarding water quality and livestock management in order to protect and improve water quality by reducing the potential for bacterial contamination. They have produced a [water quality risk assessment tool](#) that explains the relationships among livestock grazing effects, riparian condition, and surface water quality and helps farmers determine the relative risk of negatively affecting water quality. The KCCD and [NRCS](#) are working with irrigated agriculture producers to assist with conversions to more efficient irrigation systems thereby reducing the potential water quality impacts of tailwater on rill irrigated lands. The [Kittitas County Water Purveyors](#) works to monitor water quality in canals and streams across Kittitas County providing important data. [Mid-Columbia Fisheries Enhancement Group](#), [Kittitas Conservation Trust](#), [Kittitas County Flood Control Zone District](#) and the [Yakama Nation](#) are implementing habitat projects that - address water quality as well.

■ **Fish & Wildlife**

- Species that are listed under the federal Endangered Species Act (ESA) or listed by Washington State as threatened or endangered or species of concern are priority resource issues. Mid-Columbia Summer Steelhead, Bull Trout, and Greater Sage Grouse are all listed as threatened species under ESA and by the State. The Gray Wolf is listed as endangered under ESA and by the State. NRCS’s 2012 State Resource Assessment identifies “Inadequate Habitat for Fish and Wildlife” as a priority resource concern in the state, including Kittitas County. The [2009 Yakima Steelhead Recovery Plan](#) was written locally and was formally incorporated into NOAA’s Middle Columbia River Steelhead Recovery Plan (2009). The [Yakima Bull Trout Action Plan](#), September 2012, complements and supports the pending US Fish & Wildlife Service Bull Trout Recovery Plan by providing detailed population information and proposing actions to benefit bull trout in the Yakima basin. The [Yakima Tributary Access & Habitat Program](#) has been working on fish passage and fish screen projects since 2003. KCCD is a founding member of the Core Team and a major project sponsor. Base funding is provided through the [Bonneville Power Administration](#) via the [South Central Washington Resource Conservation and Development Council](#) and matched primarily through the [Salmon Recovery Funding Board](#), Ecology, and local partners. The Yakima Basin Integrated Plan includes the goals of “Protecting over 200,000 acres of currently unprotected forest, shrub steppe, and river habitat” and “Enhancing habitat along the Yakima River and its tributaries” an effort intended to benefit fish and wildlife. In Kittitas County, the 50,000 acre [Teaway Community Forest](#) was purchased by Washington State under the Integrated Plan. [The Nature Conservancy](#) purchased 47,921 acres from Plum Creek representing the Conservancy’s largest land acquisition ever in the state. Significant opportunities are now open on a landscape scale to work with land managers, landowners, and community to address fish and wildlife and forest health. Other KCCD partners also working to address fish recovery goals include the [Yakama Nation](#), [Mid-Columbia Fisheries Enhancement Group](#), [Kittitas Conservation Trust](#), and the [Kittitas County Flood Control Zone District](#). The [South Central Washington Shrub Steppe/Rangeland Partnership](#) is also focusing on Sage Grouse habitat in a 2.7-million-acre landscape that includes eastern and southern Kittitas County.

■ **Soil Quality & Health**

- Soil quality and health impacts agricultural production, particularly in the 90,000 acres of irrigated crop and pastureland in Kittitas County. Soil quality, including nutrients and the prevention of soil erosion are important resource concerns. The NRCS 2012 State Resource Assessment identified soil erosion (“sheet, rill and wind erosion”) as the number one resource concern in the state and the

Central area ranked it the #2 priority resource concern. The [NRCS](#) and [WSU Extension Kittitas County](#) are also working on soil erosion and nutrient concerns, as is the [Organization of Kittitas County Timothy Hay Growers & Suppliers](#).

▪ **Forest Health**

- Fuel loads, insect damage and development into the wildland urban interface in combination with topography and the weather patterns have created substantial resource concerns in forestland as documented in the [Kittitas County Wildfire Protection Plan](#) (2009). Approximately 75,000 acres of high to extreme fire hazard areas are identified on private lands in that plan. In addition, the NRCS 2012 State Resource Assessment identified “undesirable plant productivity and health”, “degraded habitat condition”, “excessive plant pest pressure”, and “wildfire hazard, excessive biomass accumulation” on forestland as priority resource concerns. The [NRCS](#), [Washington Department of Natural Resources](#), [Washington Fire Adapted Community Learning Network](#), local fire districts and [Kittitas County](#) are working on these issues as well. Home sites and communities within the wildland urban interface are of particular focus and efforts are necessary to establish [fire adapted communities](#) who accept fire as part of the natural landscape and work continuously to improve the resiliency of the landscape. Collaboration with [Teanaway Community Forest Advisory Committee](#) is underway to assist with grazing and water quality concerns, as well as habitat restoration opportunities, both of which crossover into the Water Quality and Fish & Wildlife concerns as well.

▪ **Range Health**

- Rangelands provide a diversity of ecosystems and also provide a diverse and significant economic benefits. Livestock grazing occurs on private and state owned range areas. NRCS’s 2012 State Resource Assessment identified “undesirable plant productivity and health”, “degraded habitat condition”, and “excessive plant pest pressure” on rangeland as priority resource concerns. The [NRCS](#), [WSU Extension Kittitas County](#), [Washington Department of Natural Resources](#), [Washington Department of Fish & Wildlife](#), and [Kittitas County Noxious Weed Control Board](#) are working to assist with range monitoring as well as providing technical and/or financial assistance to landowners and users.

Information – Education Priorities

KCCD will provide educational opportunities for students (K-12), landowners, land managers and the general public regarding natural resource priorities and improving landscape resiliency with objectives of reaching 80% of landowners/users in Kittitas County through a website, quarterly newsletters, workshops, public meetings and field days; and reaching at least 50% of students (K-12) in Kittitas County by supporting Agriculture Appreciation Day each March and specific classroom curriculum ([Wheat Week](#), [Water on Wheels](#), and [Salmon in the Classroom](#)) and developing new local programs based on successful programs in other areas (e.g. [Kids in the Creek](#)).

District Operations Priorities

KCCD will maintain capacity to deliver programs that meet the needs of landowners and resource users and sustain the reputation for being a locally led problem solving group by annually meeting the Accountability Requirements (Level 1) of the Conservation Accountability and Performance Program (CAPP) and working toward meeting the Performance Standards (Level 2) with the Washington State Conservation Commission; successfully completing all necessary audits; securing new grant funds for on-the-ground activities; maintaining and improving staff technical certifications through the Technical Professional Development Work Group and other available training opportunities; and maintaining KCCD facilities for long term financial stability.



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Program Areas:

Natural Resource Priority Program Area: Water Quantity

Goal(s): Improve water use efficiency through conservation measures to meet needs of water users and work with partners to achieve base flows in high priority streams by 2020

Natural Resource Measurable Result Objective: 130 acres treated with efficient irrigation systems; and 1.5 cubic feet per second of irrigation and stock water entered into the Trust Water Rights Program;

Programmatic Measurable Result Objective: 40 landowners will be contacted directly resulting in 5 conservation plans; 1 bid-ready set of construction plans completed; and at least one sign-up completed for RCPP-EQIP.

Funding Source(s): Washington State Conservation Commission, Department of Ecology, Bonneville Power Administration, KCCD Local Funds.

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>Implement 4 projects to improve delivery and application of irrigation water to and on small acreages totaling approximately 16 acres.</i>	<i>July 2017 to June 2018</i>	<i>CP, DM, FM</i>	<i>31</i>	<i>\$37,269</i>	<i>Also has water quality and soil health impacts</i>
<i>Develop two (2) new Irrigation Efficiencies Program projects in priority stream reaches.</i>	<i>July 2017 to June 2018</i>	<i>CP, PE, DM</i>	<i>12</i>	<i>\$5,172</i>	
<i>Implement one (1) new Irrigation Efficiencies Program project in priority stream reaches.</i>	<i>July 2017 to June 2018</i>	<i>CP, PE, DM</i>	<i>16</i>	<i>\$158,915</i>	<i>Also has fish & wildlife benefits</i>
<i>Complete design of buried pipeline for Reed Ditch between Cove and Hanson Roads.</i>	<i>July 2017 to June 2018</i>	<i>PM, DM, PE, Consultant</i>	<i>446</i>	<i>\$194,830</i>	
<i>Develop a sprinkler irrigation conversion project with a Manastash Creek water right holder with a Trust Water right benefit.</i>	<i>July 2017 to June 2018</i>	<i>PM, PE, DM</i>	<i>18</i>	<i>\$209,449</i>	<i>Also has fish & wildlife benefits</i>
<i>Work with Anderson Ditch water right holders and Trout Unlimited Washington Water Project to acquire water rights and/or complete on farm irrigation improvements.</i>	<i>July 2017 to June 2018</i>	<i>PM, PE, DM</i>	<i>17</i>	<i>\$257,127</i>	<i>Also has fish & wildlife benefits</i>
<i>Work with stock water right holders on to convert to groundwater sources and reduce diversions from Manastash Creek.</i>	<i>July 2017 to December 2017</i>	<i>PM, DM</i>	<i>20</i>	<i>\$569,032</i>	<i>Also has fish & wildlife benefits</i>
<i>Work with Manastash Steering Committee on instream flow monitoring in Manastash Creek and operation of the diversions.</i>	<i>July 2017 to June 2018</i>	<i>PM, RT, DM</i>	<i>84</i>	<i>\$35,975</i>	<i>Also has fish & wildlife benefits</i>

<i>Work with Trout-Unlimited Washington Water Project and the Washington Water Trust to develop water acquisition projects and funding sources for instream flow in Manastash Creek, Taneum Creek, and Naneum/Wilson/Cherry Creek.</i>	<i>July 2017 to June 2018</i>	<i>PM, CP, DM</i>	<i>18</i>	<i>\$9,464</i>	<i>Also has fish & wildlife benefits</i>
<i>Work with the US Bureau of Reclamation and Kittitas Reclamation District to develop conservation projects in priority areas.</i>	<i>July 2017 to June 2018</i>	<i>PM, DM</i>	<i>6</i>	<i>\$2,397</i>	
<i>Attend meetings and monitor activities under the Integrated Plan to identify opportunities to partner with other stakeholders (e.g. Kittitas Reclamation District) and for funding to implement KCCD priorities.</i>	<i>July 2017 to June 2018</i>	<i>DM, PM</i>	<i>10</i>	<i>\$4,554</i>	
<i>In partnership with the Yakama Nation, implement the RCPP project "Yakima Basin Integrated Plan- Toppenish to Teanaway", including conducting signups for EQIP cost share, assisting NRCS with conservation plans and contracts and tracking partner contributions related to irrigation efficiency upgrades.</i>	<i>July 2017 to June 2018</i>	<i>DM, PM, CP, PE, RT, GS, FM</i>	<i>48</i>	<i>\$30,103</i>	<i>Five-year program 2017-2021</i>
<i>Continue participation in the Kittitas County Water Conservancy Board.</i>	<i>July 2017 to June 2018</i>	<i>CP</i>	<i>1.5</i>	<i>\$493</i>	

Natural Resource Priority Program Area: Water Quality

Goal(s): Meet the Total Maximum Daily Load (TMDL) goals in Kittitas County

Natural Resource Measurable Result Objective: Reduce tailwater returns to TMDL compliance points by converting 255 acres to sprinkler irrigation; reduce sediment and nutrient movement to waterways by applying PAM to 900 acres; explore crop nutrient management through chlorophyll monitoring

Programmatic Measurable Result Objective: 40 landowners contacted resulting in 3 conservation plans; 100 producers contacted resulting in 10 applications to RCPP-EQIP.

Funding Source(s): Washington State Conservation Commission, Ecology, KCCD Local Funds

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>Improve water quality by reducing soil erosion and transport to waterways - Continue to offer the PAM Cost Share program to growers by providing cost share assistance to about 9 landowners for PAM and PAM applicators on approximately 900 acres.</i>	<i>July 2017 to June 2018</i>	<i>RT, FM, DM</i>	<i>8</i>	<i>\$5,417</i>	<i>Also has soil health impacts</i>
<i>Improve water quality by reducing soil erosion and transport to waterways - Implement three (3) sprinkler conversion projects prioritized based on impacts to TMDL goals.</i>	<i>July 2017 to June 2018</i>	<i>CP, PE, PM, DM, FM, Consultant</i>	<i>34</i>	<i>\$166,092</i>	<i>Also has water quantity and soil health benefits</i>
<i>Continue to develop and maintain a project list and seek funding for on-farm irrigation system improvements (e.g. sprinkler conversions) to work toward TMDL goals.</i>	<i>July 2017 to June 2018</i>	<i>DM, CP, PM</i>	<i>4</i>	<i>\$1,465</i>	

<i>Coordinate with Kittitas County Hay Growers & Suppliers to explore the use of chlorophyll meters to assist with crop nutrient management in-season.</i>	<i>July 2017 to June 2018</i>	<i>RT, DM</i>	<i>6</i>	<i>\$1,822</i>	<i>Also has soil health impacts</i>
<i>In partnership with the Yakama Nation, implement the RCPP project "Yakima Basin Integrated Plan- Toppenish to Teanaway", including conducting signups for EQIP cost share, assisting NRCS with conservation plans and contracts and tracking partner contributions related to sprinkler conversions for water quality.</i>	<i>July 2017 to June 2018</i>	<i>DM, PM, CP, PE, RT, GS, FM</i>	<i>47</i>	<i>\$30,281</i>	<i>Five year program 2017-2021</i>
<i>Coordinate with the groups/agencies currently monitoring water quality- Meet with Kittitas County Water Purveyors and Ecology to coordinate activities as needed.</i>	<i>July 2017 to June 2018</i>	<i>DM</i>	<i>2</i>	<i>\$839</i>	

Natural Resource Priority Program Area: Fish & Wildlife

Goal(s): By 2020, complete installation of approved fish screen and fish passage facilities for the identified high priority areas. By 2025, complete installation of approved fish screen and fish passage facilities for the identified medium priority areas.

Natural Resource Measurable Result Objective: Two (2) fish passage barriers removed, three (3) irrigation diversions screened

Programmatic Measurable Result Objective: 12 meetings of the YTAHP Core Team, 2 meetings of the Manastash Creek Steering Committee, 2 design reports, 2 final bid ready designs, 10 applications to RCPP-EQIP, and one Easement Monitoring Report.

Funding Source(s): Bonneville Power Administration, Salmon Recovery Funding Board, Department of Ecology, Washington State Conservation Commission, and Recreation & Conservation Office

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>YTAHP - Continue to participate in the Core Team and develop projects with private landowners, determining project needs and securing funding.</i>	<i>July 2017 to June 2018</i>	<i>DM, CP, PE, RT, FM, GS</i>	<i>91</i>	<i>\$31,488</i>	<i>YTAHP facilitated by Washington RC&D</i>
<i>YTAHP - Finalize design and secure permits for a project to correct two fish passage barriers and install screens on Cooke Creek.</i>	<i>July 2017 to March 2018</i>	<i>CP, PE, DM, RT, Consultants</i>	<i>71</i>	<i>\$29,578</i>	
<i>YTAHP - Continue to plan and design projects to remove fish passage barriers in lower Caribou Creek and Parke Creek.</i>	<i>July 2017 to June 2018</i>	<i>CP, DM, PE, Consultants</i>	<i>17</i>	<i>\$13,818</i>	
<i>YTAHP - Construct project to remove fish passage barrier and install fish screen on one diversion on lower Coleman Creek.</i>	<i>July 2017 to June 2018</i>	<i>CP, DM, PE, RT, Consultants</i>	<i>25</i>	<i>\$283,186</i>	
<i>YTAHP - Plan and design a project to remove fish passage barrier and install fish screen on Olmstead Park diversion on lower Coleman Creek.</i>	<i>July 2017 to June 2018</i>	<i>DM, CP, PE, RT Consultants</i>	<i>110</i>	<i>\$25,423</i>	

<i>YTAHP - Continue to assess and prioritize projects within the Wilson/Naneum/Cherry watershed to update current conditions, and develop projects to address barriers and unscreened diversions.</i>	<i>July 2017 to June 2018</i>	<i>DM, RT, CP, PE, PM, GS</i>	<i>60.5</i>	<i>\$20,531</i>	<i>Work with Kittitas Co Flood Control Zone District</i>
<i>YTAHP - Continue to work with the Cascade Irrigation District on preliminary plans and designs for their canal intersections with Currier, Naneum, Coleman and Caribou Creeks.</i>	<i>July 2017 to June 2018</i>	<i>DM, CP, PE, Consultants</i>	<i>262</i>	<i>\$24,701</i>	
<i>YTAHP - Design and construct a fish screen project for a pump diversion on the Yakima River.</i>	<i>July 2017 to Sept 2017</i>	<i>CP, PE, RT, DM</i>	<i>12</i>	<i>\$16,397</i>	
<i>YTAHP - Design and construct a fish screen project on Little Creek.</i>	<i>July 2017 to Sept 2017</i>	<i>CP, PE, RT, DM</i>	<i>12</i>	<i>\$23,872</i>	
<i>YTAHP - Maintain riparian planting areas associated with current and past fish screen and passage projects.</i>	<i>July 2017 to June 2018</i>	<i>RT, WCC Crews</i>	<i>76</i>	<i>\$26,247</i>	
<i>Facilitate Manastash Creek Steering Committee meetings and Technical Subcommittee meetings.</i>	<i>July 2017 to June 2018</i>	<i>PM, DM</i>	<i>4</i>	<i>\$1,618</i>	
<i>Manastash Creek Restoration Project- Monitor completed project to remove the Reed Ditch Diversion to construct any necessary modifications and to maintain riparian vegetation.</i>	<i>July 2017 to June 2018</i>	<i>PM, RT, DM, PE, WCC Crew</i>	<i>53.5</i>	<i>\$55,252</i>	
<i>Manastash Creek Restoration Project- Work with Irrigators, Washington Dept. of Fish & Wildlife, Ecology, US Bureau of Reclamation, Kittitas Reclamation District to operate, monitor and continue to address irrigation diversion and fish screen operation at MWDA/Consolidated, Keach/Jensen and Barnes Road diversions.</i>	<i>July 2017 to June 2018</i>	<i>PM, DM, PE, RT, Consultants</i>	<i>41</i>	<i>\$65,525</i>	
<i>Work with the Kittitas Reclamation District to coordinate projects and activities in priority areas and stream reaches.</i>	<i>July 2017 to June 2018</i>	<i>DM, PM</i>	<i>6</i>	<i>\$2,397</i>	
<i>In partnership with the Yakama Nation, implement the RCPP project "Yakima Basin Integrated Plan- Toppenish to Teanaway", including conducting signups for EQIP cost share, assisting NRCS with conservation plans and contracts and tracking partner contributions related to fish habitat access and improvements (screens, passage, habitat).</i>	<i>July 2017 to June 2018</i>	<i>DM, PM, PE, CP, FM, RT, GS</i>	<i>30</i>	<i>\$23,999</i>	<i>Five year program 2017-2021</i>
<i>Monitor Wild Horse Wind and Solar Facility Conservation Easement in the spring and the fall and produce a monitoring report.</i>	<i>Sept 2017 to April 2018</i>	<i>RT, GS, FM, DM</i>	<i>9.5</i>	<i>\$3,050</i>	<i>Contracted by Puget Sound Energy</i>

Natural Resource Priority Program Area: Soil Quality & Health

Goal(s): Maintain soil productivity and health to meet or exceed NRCS soil quality criteria

Natural Resource Measurable Result Objective: Irrigation induced soil erosion reduced by 2,000 - 4,000 tons on 900 acres

Programmatic Measurable Result Objective: 30 landowners will be contacted resulting in 15 cost share agreements

Funding Source(s): Kittitas County Road Fund, Washington State Conservation Commission and KCCD Local Funds

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>Offer agronomy expertise to local growers- Coordinate with NRCS for direct and individual communication between NRCS agronomist and growers interested in soil quality & health.</i>	<i>July 2017 to June 2018</i>	<i>DM, CP</i>	<i>1</i>	<i>\$454</i>	
<i>Reduce Irrigation Induced Soil Erosion - Continue to offer the PAM Cost Share program to growers to reduce soil erosion by providing cost share assistance to approximately 9 landowners for PAM and PAM applicators on approximately 900 acres.</i>	<i>July 2017 to June 2018</i>	<i>RT, FM</i>	<i>6.5</i>	<i>\$3,668</i>	<i>Also has water quality impacts</i>

Natural Resource Priority Program Area: Forest Health

Goal(s): By 2020, treat 2,500 acres of forestland to improve forest health and reduce wildland fire risks in Kittitas County

Natural Resource Measurable Result Objective: Fuels reduction will occur on 175 acres in high risk areas of Kittitas County

Programmatic Measurable Result Objective: 70 Landowners/land managers will be assisted individually; 10 communities will be assisted resulting in homesite or community assessments and plans; and 4 communities will achieve Firewise USA recognition.

Funding Source(s): KCCD Local Funds, Department of Natural Resources (state grants), Kittitas County Fire Marshal's office (FEMA Grant), Washington State Conservation Commission

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>Seek out funding sources for fuels reduction and forest health practices with private landowners in cooperation with Washington Department of Natural Resources, Kittitas County Fire Marshal and the Washington State Conservation Commission.</i>	<i>July 2017- June 2018</i>	<i>GS, DM</i>	<i>4</i>	<i>\$1,525</i>	
<i>Work with The Nature Conservancy (TNC) and the Tapash Collaborative to coordinate projects adjacent to the 49,000 acre Central Cascades Forest owned and managed by TNC.</i>	<i>July 2017- June 2018</i>	<i>GS</i>	<i>5</i>	<i>\$1,840</i>	
<i>Coordinate with Washington Department of Natural Resources to implement projects adjacent to or complementary of DNR implemented projects both on state lands and private lands.</i>	<i>July 2017- June 2018</i>	<i>GS</i>	<i>5</i>	<i>\$1,840</i>	

<i>Complete 50 wildfire risk assessments for individual home sites or communities utilizing established protocols.</i>	<i>July 2017- June 2018</i>	<i>GS, RT</i>	<i>34</i>	<i>\$10,627</i>	
<i>Provide financial and technical assistance to 20 landowners on 175 acres to implement fuels reduction & forest health practices.</i>	<i>July 2017 to Dec 2018</i>	<i>GS, RT, DM, FM</i>	<i>47</i>	<i>\$277,649</i>	<i>DNR, FEMA, Joint Chiefs funds</i>
<i>Coordinate roving chipper with Kittitas County Fire District No. 7 & Kittitas Valley Fire & Rescue and offer services to 150 landowners in 10 communities.</i>	<i>July 2017 to Dec 2018</i>	<i>RT, GS, DM, FM, Fire Crews</i>	<i>282</i>	<i>\$82,668</i>	<i>DNR, FEMA, Joint Chiefs funds</i>
<i>Assist 4 new communities to achieve Firewise USA Community status; assist 20 communities to maintain Firewise USA status; and assist Hidden Valley/Swauk as a Fire Adapted Community.</i>	<i>July 2017- June 2018</i>	<i>GS, RT</i>	<i>17</i>	<i>\$6,363</i>	
<i>Assist with and participate in the Upper Kittitas Wildfire Coalition collaborating for Fire Adapted Communities.</i>	<i>July 2017- June 2018</i>	<i>GS, DM</i>	<i>15</i>	<i>\$6,429</i>	<i>Partner with Washington RC&D</i>

Natural Resource Priority Program Area: Range Health

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

Natural Resource Measurable Result Objective: Assistance will be provided to 3 landowners and 3 lessee livestock producers

Programmatic Measurable Result Objective: Attend two meetings; conduct sign-up for RCPP-EQIP for grazing priorities.

Funding Source(s): Washington State Conservation Commission, KCCD Local Funds, NRCS Technical Assistance Funds

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>Support and coordinate with NRCS and WSU Extension's efforts to provide technical and financial assistance to rangeland operators.</i>	<i>July 2017 to June 2018</i>	<i>CP</i>	<i>1.5</i>	<i>\$568</i>	
<i>Assist with implementation of the grazing plan management plan developed in 2016 for the Teanaway Community Forest.</i>	<i>July 2017 to June 2018</i>	<i>DM, CP, PE</i>	<i>9.5</i>	<i>\$18,711</i>	<i>Also has fish & wildlife benefits</i>
<i>In partnership with the Yakama Nation, implement the RCPP project "Yakima Basin Integrated Plan- Toppenish to Teanaway", including conducting signups for EQIP cost share, assisting NRCS with conservation plans and contracts and tracking partner contributions related to grazing in the Teanaway Community Forest.</i>	<i>July 2017 to June 2018</i>	<i>DM, PM, CP, FM, RT, PE</i>	<i>10.5</i>	<i>\$4,617</i>	<i>Five year program 2017- 2021</i>

District Program Area: Development and Natural Resource Impacts

Goal(s): Develop a strategy to address land use fragmentation & small parcel impact on natural resources.

Programmatic Measurable Result Objective: 150 landowners contacted through 12 workshops/meetings; VSP Watershed Plan submitted to the Conservation Commission.

Funding Source(s): Washington State Conservation Commission, KCCD Local Funds

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>Small Acreage Management Program- Continue the program offering education and technical assistance to small acreage landowners. Education programs are in cooperation with WSU Extension and NRCS.</i>	<i>July 2017 to June 2018</i>	<i>DM, CP</i>	<i>10.5</i>	<i>\$3,525</i>	
<i>In partnership with the Yakama Nation, implement the RCPP project "Yakima Basin Integrated Plan- Toppenish to Teanaway", including conducting outreach and project development for conservation easement programs (Agricultural Conservation Easement Program and Healthy Forest Reserve Program).</i>	<i>July 2017 to June 2018</i>	<i>DM, PM, PE, CP, FM, RT, GS</i>	<i>4</i>	<i>\$5,042</i>	<i>Five year program 2017-2021</i>
<i>Facilitate work of the Voluntary Stewardship Program Watershed Group for Kittitas County and complete the VSP plan for priority watersheds and submit it for approval.</i>	<i>July 2017 to June 2018</i>	<i>DM, PM, CP, GS, PE, FM, Facilitator</i>	<i>183</i>	<i>\$89,879</i>	<i>Interlocal with Kittitas County</i>
<i>Continue to participate in and develop a work group for Community and Landscape Resilience for Wildfire in Upper Kittitas County.</i>	<i>July 2017 to June 2018</i>	<i>GS, DM</i>	<i>7</i>	<i>\$2,637</i>	
<i>Explore Disaster and Emergency Response and Disaster Recovery Plan Development.</i>	<i>July 2017 to June 2018</i>	<i>DM, GS, PE</i>	<i>7.5</i>	<i>\$7,182</i>	

District Program Area: Education/Outreach

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 newsletters, a website, workshops, public events and landowner site visits.

Programmatic Measurable Result Objective: 14,000+ landowners contacted and provided information resulting in 20-30 individual program referrals; 60,000 attendees at the Kittitas County Fair reached; 3 grower/landowner meetings; and 800 elementary students contacted and provided information.

Funding Source(s): KCCD Local Funds, Washington State Conservation Commission

Activities for FY2018	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
<i>Publish an annual newsletter with a circulation of 14,000 and publish quarterly electronic newsletters with a direct notification to 300.</i>	<i>July 2017 to June 2018</i>	<i>DM, FM, GS</i>	<i>18.0</i>	<i>\$10,347</i>	
<i>Manage and maintain website and social media sites for public outreach and information about KCCD projects and programs.</i>	<i>July 2017 to June 2018</i>	<i>DM, GS, FM</i>	<i>10.0</i>	<i>\$4,416</i>	

<i>Organize and host Agriculture Appreciation Day at the Kittitas County Event Center (~400 3rd Grade Students) including coordinating stations and providing materials to students.</i>	<i>March 2018</i>	<i>CP, RT, FM, Volunteers</i>	<i>20.0</i>	<i>\$5,393</i>	
<i>Partner with Franklin CD to bring "Wheat Week," and "Water on Wheels" to local schools (K-12).</i>	<i>July 2017 to June 2018</i>	<i>DM, FM</i>	<i>1.0</i>	<i>\$1,123</i>	
<i>Determine interest in beginning "Kids in the Creek" program in Kittitas County Schools.</i>	<i>July 2017 to June 2018</i>	<i>DM, RT</i>	<i>2.5</i>	<i>\$777</i>	
<i>Provide funding to local students for natural resources related educational activities.</i>	<i>March 2018</i>	<i>FM, RT</i>	<i>1.0</i>	<i>\$621</i>	
<i>Assist with Wildfire Awareness Day events including workshops, materials and coordinating presentations.</i>	<i>January 2018 to May 2018</i>	<i>GS, RT</i>	<i>3.0</i>	<i>\$1,499</i>	
<i>Attendance at Producer Group (e.g. Kittitas County Hay Growers) meetings to present current and future KCCD programs and activities.</i>	<i>Dec 2017</i>	<i>DM</i>	<i>1.0</i>	<i>\$479</i>	
<i>Kittitas County Fair- Community Education Booth to reach 60,000.</i>	<i>Sept 2017</i>	<i>DM, GS, FM</i>	<i>6.0</i>	<i>\$1,924</i>	
<i>KCCD Annual Meeting and Awards Dinner.</i>	<i>Feb 2017</i>	<i>DM, GS, FM, RT, CP, PE, PM</i>	<i>6.0</i>	<i>\$2,506</i>	

District Program Area: District Operations

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

Programmatic Measurable Result Objective: 12 -16 Board meetings conducted, positive results for Conservation Accountability and Performance Program, and successful completion of financial reports and audits; multiple landowners contacted in 5 conservation districts to assist engineering/design; and maintaining system of Rates & Charges.

Funding Source(s): All grants indirect charges, KCCD System of Rates & Charges, Washington State Conservation Commission, Tenant Leases.

<i>Activities for FY2018</i>	<i>Target Dates</i>	<i>Person Responsible</i>	<i>Time(Days) Required</i>	<i>Estimated Funding</i>	<i>Notes</i>
<i>Complete Supervisor elections and appointments, and recruit one new Associate Supervisor.</i>	<i>Dec 2017 to March 2018</i>	<i>FM, DM, Board of Supervisors</i>	<i>11.5</i>	<i>\$2,873</i>	
<i>Complete 12 monthly meetings and 4 special meetings of the Board of Supervisors and offer training opportunities to Supervisors & staff.</i>	<i>July 2017 to June 2018</i>	<i>DM, FM, Board of Supervisors</i>	<i>66.0</i>	<i>\$14,200</i>	
<i>Perform timely vouchering for all grant sources, track funding and expenditures, complete payroll functions, and manage staff.</i>	<i>July 2017 to June 2018</i>	<i>FM, DM, Board of Supervisors</i>	<i>119.0</i>	<i>\$28,967</i>	

Complete Annual Financial Report, Annual Plan of Work, and Annual Report of Accomplishments.	August 2017 to May 2018	DM, FM, Board of Supervisors	26.0	\$6,391	
Complete A-133 Audit (Single Federal Audit) with the State Auditor's Office.	July 2017 to Sept 2017	DM, FM, Board of Supervisors	17.0	\$13,708	
Review and update KCCD Operations Handbook (Purchasing & Contracting, Personnel, Cost Share policies) as needed.	July 2017 to June 2018	DM, FM, Board of Supervisors	3.0	\$635	Previously updated 02/17
Complete employee evaluations and review of salaries/wages.	March 2017 to May 2018	DM, Board of Supervisors	3.8	\$1,039	
Annual meeting with the Kittitas Board of County Commissioners to discuss on-going programs, projects and funding.	March 2018	DM, Board of Supervisors	5.0	\$1,171	
Provide Engineering Services to North Central Engineering Cluster (Okanogan, Cascadia, South Douglas, & Foster Creek CDs) for various natural resource improvement projects.	July 2017 to June 2018	PE, DM, FM	105	\$50,900	
Staff training (WADE, Conservation Planning, Public Works Contracting, Firewise/Fire Adapted Communities, etc.) including working with the Center for Technical Development.	July 2017 to June 2018	All Staff	22.0	\$7,344	
Supervisor training (WADE, WACD, etc.)	July 2017 to June 2018	Board of Supervisors	12.0	\$1,169	
Maintain and operate District office facilities including financial records (receiving rent and triple net, utilities payments, escrow payments, etc.), lawn care, building maintenance and communications with tenants.	July 2017 to June 2018	DM, FM, RT, Board of Supervisors	44.0	\$77,419	
Provide office space for the USDA Service Center (Natural Resources Conservation Service & Farm Service Agency)	July 2017 to June 2018	Board of Supervisors	1.0	\$5,354	

Person Responsible Key: **DM-** District Manager **FM-** Financial Manager **PM-** Project Manager **GS-** GIS Specialist **PE-** District Engineer
CP- Conservation Planner **RT-** Resource Technician



Washington Conservation Districts assisting land managers with their conservation choices



FY2018 Annual Budget (7/1/17 – 6/30/18)

Kittitas County Conservation District

Object	Budget
Salaries & Wages	\$389,465
Personnel Benefits	\$134,714
Supplies	\$57,444
Office & Operating Supplies	\$48,644
Fuel Consumed	\$3,500
Small Tools & Minor Equipment	\$1,800
Repairs and Maintenance (Vehicles)	\$3,500
Services	\$829,070
Professional Services	\$413,850
Communication	\$4,350
Travel	\$5,000
Insurance	\$12,000
Utilities	\$11,500
Property Taxes	\$7,955
Miscellaneous	\$34,915
Project Construction	\$339,500
Capital Facilities (Escrow Payments)	\$48,060
Cost Share	\$1,649,500
Contingency	\$25,000
TOTAL	\$3,133,254

Fund Source	Ending Date (mo/year)	Total Grant/Program Budget	Expected Income in FY 2018
Direct Federal Funds			
USDA Natural Resources Conservation Service- RCPP	Sep-21	\$332,693	\$87,093
USDA Natural Resources Conservation Service- Contribution Agmt	Annual	\$6,000	\$6,000
Indirect Federal Funds			
Yakima Tributary Access & Habitat Program (BPA via RC&D)	Mar-18	\$254,327	\$254,327
Salmon Recovery Funding Board- Naneum/Coleman Creek Barriers	Jun-17	\$325,432	\$269,307
FEMA- Kittitas County Fire Marshal's Office	Jan-17	\$249,905	\$20,000
FEMA- Kittitas County Fire Marshal's Office	Dec-19	\$250,000	\$80,000
East Cascades Joint Chiefs (USDA NRCS via Washington DNR)	Sep-18	\$100,000	\$75,000
State Funds			
WA State Conservation Commission Implementation Grant	Jun-18	\$79,625	\$79,625
WA State Conservation Commission Non-Shellfish	Jun-18	\$187,500	\$187,500
WA State Conservation Commission Irrigation Efficiencies	Jun-18	\$185,000	\$165,000
WA State Conservation Commission Professional Engineering	Jun-18	\$75,000	\$75,000
WA State Conservation Commission Cultural Resources	Jun-18	\$22,000	\$22,000
WA State Conservation Commission CREP	Jun-18	\$1,400	\$1,400
WA State Conservation Commission Voluntary Stewardship Program	Jun-18	\$120,000	\$85,293
WA Dept of Fish & Wildlife -Fish Barrier Board (Coleman)	Jun-19	\$770,000	\$20,000
WA Dept. of Natural Resources - Fuels Reduction Projects	May-17	\$100,000	\$84,000
WA Dept. of Natural Resources - Chipper Crew	May-17	\$75,000	\$75,000
WA Dept. Ecology - Manastash Pipelines Project	Dec-17	\$2,141,165	\$1,356,597
WA Dept. Ecology - EWC/Coleman Creek WQ	Oct-17	\$114,190	\$6,500
Local/Private Funds			
Kittitas County Road Funds- PAM Cost Share	Annual	\$5,000	\$4,000
Kittitas County Local Funds (Rates & Charges)	Dec-26	\$166,075	\$166,075
Puget Sound Energy - Wild Horse Facility Conservation Easement	Annual	\$7,500	\$4,500
2211 W Dolarway Rd - Lease and Triple Net Income	Annual	\$30,240	\$30,240
Interest Income	Annual	\$275	\$275
TOTAL	TOTAL	\$5,598,327	\$3,154,733