



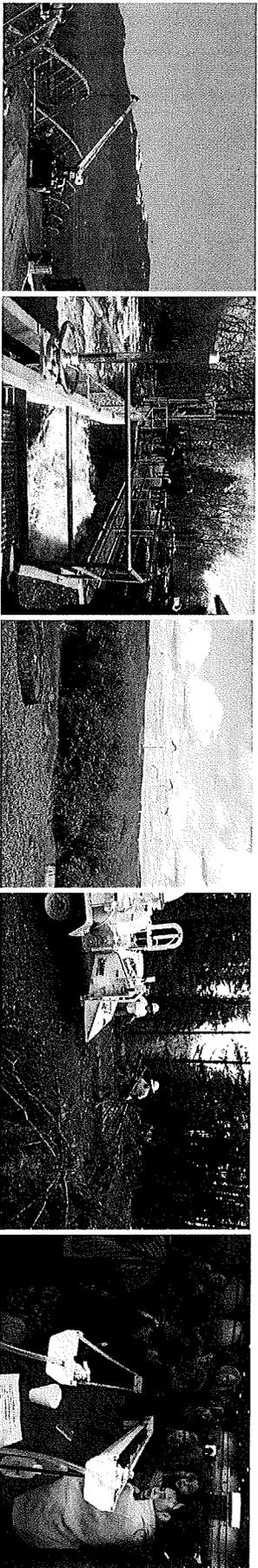
FY2013 (7/1/2012 – 6/30/2013) Annual Work Plan
Kittitas County Conservation District
For More Information Contact: Anna Lael, (509) 925-8585 ext. 4, a-lael@conservewa.net

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 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.
- *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.
- *Range Health*- By 2020, document positive trend (health) on rangeland in Kittitas County.
- *Forest Health*- By 2020, treat 2,500 acres of forestland to improve forest health and reduce wildland fire risks in Kittitas County.



Washington Conservation Districts assisting land managers with their conservation choices

RECEIVED

Program Area: Water Quantity

Goal(s): Improve Irrigation Efficiencies on 235 acres of irrigated cropland and plan irrigation efficiencies on another 75 acres; install small acreage projects to improve efficiencies on 20 acres; install 8,000 feet of pipe to improve delivery efficiencies; ; monitor diversion rates and stream flow in the Manastash, updated crop and irrigation method mapping; investigate Save Water Save Energy Program, and complete a Tributary Plan for Manastash Creek.

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

Activities for FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Improve delivery and application of irrigation to and on small acreages using on approximately 25 acres. Applications are taken in September and February. All projects are completed by May.	July 2012 to June 2013	CP, PE, DM	52	\$40,519	
Develop two (2) Irrigation Efficiencies Program projects on the Yakima River on 70 acres.	July 2012 to June 2013	CP, DM	27	\$148,059	
Develop sprinkler conversion projects on Coleman Creek and Parke Creek.	July 2012 to June 2013	CP, DM	18	\$166,579	
Manastash Creek Restoration Project- construct sprinkler conversion project on 185 acres and convert 5,000 feet of delivery ditch to pipeline, all resulting in approximately 2.5 CFS in Trust Water Rights.	July 2012 to June 2013	PM, DM, RT, PE	28	\$309,839	
Manastash Creek Restoration Project- convert 8,000 feet of irrigation delivery ditch to a pipeline.	July 2012 to June 2013	PM, DM, PE, Consulting Engineer	156	\$1,307,266	
Manastash Creek Restoration Project- Monitor stream flow and ditch flow as part of the Implementation Plan.	July 2012 to June 2013	PM, RT	90	\$24,138	
Complete a Tributary Plan as defined by Yakima River Basin Water Enhancement Program (YRBWEP) for Manastash Creek.	July 2012 to March 2013	DM, PM, GS	12	\$29,308	Part of Manastash Reach Assessment
Inventory current irrigation methods- Conduct crop and irrigation method mapping of agricultural lands in Kittitas County.	July 2012 to June 2013	GS, TT	7.5	\$1,530	
Investigate Save Water Save Energy Program for potential financial assistance for local growers to improve water use efficiencies.	July 2012 to June 2013	DM, CP	7	\$2,494	

Program Area: Water Quality

Goal(s): Reduce irrigation induced erosion on 900 acres, inventory urban storm water facilities, construct a storm water management demonstration project on Crystal Creek, implement CREP contract on 4 acres on Whiskey Creek; maintain 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; assist with restoration of the Jack Creek floodplain, and investigate floodplain restoration markets.

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

Activities for FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
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 9 landowners for PAM and PAM applicators on approximately 900 acres	July 2012 to June 2013	DM, FM, CP	9.5	\$5,055	
Work with the City of Cle Elum to model stormwater infrastructure in an urban setting.	July 2012 to June 2013	DM, GS	50	\$16,930	
Work with City of Cle Elum to demonstrate proper functioning infiltration gallery as part of a neighborhood stormwater system and investigate other options for stormwater practice demonstrations.	July 2012 to June 2013	DM, GS	26	\$48,918	
Jack Creek Floodplain Restoration Project- Lower Jack Creek riparian area and instream improvements.	July 2012 to June 2013	DM, FM, RT, Consultant:	70	\$226,421	Project Implemented by MCRFEG & Consultant
Continue to implement one (1) CREP contract on Whiskey Creek for a total of 4 acres.	July 2012 to June 2013	DM, RT	29	\$27,520	
Monitor and maintain (1) riparian planting on the Teanaway River in conjunction with Emergency EQIP contracts from the 2009 flood event.	July 2012 to June 2013	DM, RT	23	\$6,716	
Construct the Yakima River Side Channel Flood Fence Project - Phase II and complete associated riparian planting.	October 2012 to June 2013	DM, PE, RT	18	\$23,543	
Coordinate with the groups/agencies currently monitoring water quality- Meet with Kittitas County Water Purveyors and Ecology to coordinate activities as needed.	July 2012 to June 2013	DM	1	\$403	
Investigate Ecosystem Services Market opportunities with the South Central Resource Conservation & Development Council - Develop geographical information and analysis to help determine the feasibility of a floodplain restoration market.	July 2012 to December 2012	GS	3.5	\$1,088	
Provide Engineering Services to North Central Engineering Cluster for various water quality and other projects.	July 2012 to June 2013	PE	40.5	\$20,465	

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; construct the Consolidated Pipeline for Reed, Anderson, and Hatfield Diversions; install fish screens on 4 diversions on the Teanaway; improve fish passage on Parke Creek, Manastash Creek and Teanaway River by removing or modifying structures at irrigation diversions; maintain riparian plantings on 3 acres; conduct Manastash Reach Assessment project with a focus on salmon habitat, 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 FY2013	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 2012 to June 2013	DM, PE, CP, RT	92	\$28,126	
Seek funding for the Coleman Creek- Ellensburg Water Company Project including a siphon, a fish screen & ladder, and options for delivering to downstream shareholders.	July 2012 to June 2013	DM, PE, CP	28	\$13,954	
Remove a fish passage barrier on Parke Creek allowing access to 0.1 miles of habitat.	July 2012 to January 2013	PE, RT, DM	37	\$58,827	
Improve fish passage and pump station operation at the Red Bridge pump stations on the Teanaway River by constructing or repairing in stream structures.	July 2012 to October 2012	DM, CP, PE, Consultants	97	\$384,322	
YTAHP - Complete construction of project on 3M Ditch in the Teanaway to convert the ditch to alternate water sources, install sprinklers and pipelines and decommission ditch.	July 2012 to December 2012	CP, DM	37	\$93,089	
Maintain riparian planting areas associated with current and past YTAHP fish screen and passage projects.	July 2012 to June 2013	RT, WCC Crews	151	\$31,850	
Facilitate Manastash Creek Steering Committee Meetings and Technical Subcommittee Meetings.	July 2012 to June 2013	PM, DM	45	\$18,849	
Conduct Manastash Reach Assessment Project (also considers flood and development impacts to the watershed).	July 2012 to March 2013	PM, DM, PE, Consultants	127	\$149,271	Part of Manastash Reach Assessment
Manastash Creek Restoration Project-Construct Consolidated Pipeline in order to correct three unscreened diversions.	July 2012 to June 2013	PM, DM, PE, Consultants	293	\$1,366,229	
Manastash Restoration Project- Construct new check structure at Barnes Road Fish Screen Facility.	July 2012 to April 2013	PM, DM, PE, Consultants	45	\$16,445	BPA construction via HDR
Monitor Wild Horse Wind Facility Conservation Easement.	Sept 2012 to April 2013	GS, DM, FM	23	\$7,822	

Program Area: Development & Natural Resource Impacts

Goal(s): Continue educational opportunities for landowners; promote easement programs; provide technical assistance to Kittitas County and conduct the Manastash Reach Assessment to include flooding and development in the watershed.

Funding Source(s): KCCCD Special Assessment, Washington State Conservation Commission, Kittitas County

Activities for FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
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.	July 2012 to June 2013	DM, CP	10.5	\$3,147	
Promote Conservation Easement Programs- Coordinate with agencies and land conservancy organizations to promote conservation easement programs.	October 2012 to April 2013	DM, GS	1	\$369	
Provide Technical Assistance to Kittitas County - Staff to participate in Shoreline Management Plan and Critical Areas Ordinance updates, the Flood Task Force and (if approved) Flood Control Zone District, the Voluntary Stewardship Program if funded, and other issues/activities as needed.	July 2012 to June 2013	RT, FM	15	\$6,039	
Conduct Manastash Reach Assessment Project (also considers salmon habitat).	July 2012 to March 2013	PM, DM, PE	35	\$40,000	Part of Manastash Reach Assessment

Program Area: Soil Quality & Health

Goal(s): Reduce irrigation-induced erosion on 900 acres; provide educational opportunities and technical assistance to landowners.

Funding Source(s): KCCCD Special Assessment, Washington State Conservation Commission

Activities for FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Offer agronomy expertise to local growers- Coordinate with NRCS for direct and individual communication between NRCS agronomist and growers interested in soil quality & health.	July 2012 to June 2013	DM, CP	1	\$349	
Conduct a seminar on no-till practices - Partner with NRCS to secure expertise and conduct the seminar either alone or in conjunction with other events (e.g. Kittitas County Hay Growers meeting).	October 2012 to April 2013	DM, CP	1	\$349	
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 9 landowners for PAM and PAM applicators on approximately 900 acres.	July 2012 to June 2013	RT, FM	10.5	\$5,270	

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 work with NRCS and Extension to educate and provide assistance to landowners.

Funding Source(s): KCCCD Special Assessment

Activities for FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Facilitate meetings of the Big Game Management Roundtable and maintain communication between meetings.	July 2012 to June 2013	CP	4	\$1,178	
Participate in the Wild Horse CRM including attending meetings and assisting with monitoring activities.	July 2012 to June 2013	DM, CP	4.5	\$1,380	
Coordinate with NRCS and Kittitas County Noxious Weed Control Board to update landowners on common and new weeds (e.g. <i>Ventenata</i>).	July 2012 to June 2013	DM, CP	2	\$664	
Support and coordinate with NRCS and WSU Extension's efforts to provide technical and financial assistance to rangeland operators.	July 2012 to June 2013	DM, CP	4.5	\$1,380	

Program Area: Forest Health

Goal(s): Work with private landowners, and particularly communities, to improve the wildland/urban interface, reduce fuel loading in these areas, and improve forest health on 200 acres.

Funding Source(s): KCCCD Special Assessment, Washington Conservation Commission and Department of Natural Resources

Activities for FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Seek out funding sources for firewise activities with private landowners.	July 2012- June 2013	GS, DM	7	\$2,487	
Provide financial and technical assistance to landowners on 200 acres of forestland to implement firewise and forest health practices.	July 2012 to June 2013	GS, DM, Consultant	66	\$147,995	
Assist Wagon Wheel and Sky Meadows communities to maintain Firewise USA community status; and assist 5 new communities to achieve Firewise USA status.	July 2012- June 2013	GS	15	\$5,045	

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): KCCD Special Assessment, Washington Conservation Commission, Roy & Marge Bach Memorial Conservation Plant Sale.

Activities for FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Conduct Roy & Marge Bach Memorial Plant Sale (4,000 seedlings to 100 customers).	Jan 2012 to April 2012	FM, Volunteers	41.0	\$13,086	
Complete quarterly newsletters with circulation of 13,000.	July 2012 to June 2013	GS, DM FM	21.0	\$23,278	
Manage and maintain website for public outreach and information about KCCD projects and programs.	July 2012 to June 2013	GS, DM FM	27.0	\$9,167	
Agriculture Appreciation Day at Kittitas County Event Center (~300 3rd Grade Students).	March 2013	RT	1.5	\$322	
Kittitas County Hay Growers – Presentation of Activities.	Feb 2013	DM	1.5	\$604	
Kittitas County Fair- Community Education Booth to reach 60,000 attendees.	Sept 2012	DM, GS, FM	6.0	\$1,830	
Assist WSU Extensions with series of 7 workshops aimed at small acreage management strategies for landowners.	Sept 2012 to Dec 2012	CP, DM	10.5	\$3,147	

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 FY2013	Target Dates	Person Responsible	Time(Days) Required	Estimated Funding	Notes
Complete Supervisor elections and appointments, and recruit one new Associate Supervisor.	Dec 2012 to March 2013	FM, DM, Board of Supervisors	21.0	\$6,354	
Complete 12 monthly meetings and 4 special meetings of the Board of Supervisors and offer 2 training opportunities to Supervisors and Staff.	July 2012 to June 2013	DM, FM, Board of Supervisors	87.0	\$22,125	
Complete A-133 Audit (Single Federal Audit) with SAO.	July 2012 to Sept 2013	DM, FM, Board of Supervisors	101.0	\$13,336	

Complete internal audit, Annual Financial Report, Annual Plan of Work, and Annual Report of Accomplishments.	August 2012 to May 2013	DM, FM, Board of Supervisors	23.0	\$6,714	
Complete monthly vouchers for 20 different grants, monitor budgets, complete status reports and complete monthly payroll functions.	July 2012 to June 2013	FM, DM, Board of Supervisors	131.0	\$38,406	
Review existing KCCCD policies (Purchasing & Contracting, Personnel, Cost Share) and continue to develop KCCCD Operations Manual.	July 2012 to June 2013	DM, FM, Board of Supervisors	7.5	\$2,472	
Complete employee evaluations and review of salaries/wages.	March 2012 to May 2013	DM, Board of Supervisors	7.3	\$2,259	
Work with Kittitas Board of county Commissioners on Rural Service Center funding and cooperative efforts.	July 2012 to June 2013	DM, GS, Board of Supervisors	11.0	\$3,358	
Meet with the Kittitas Board of County Commissioners to discuss on-going programs, projects and funding.	March 2013	DM, Board of Supervisors	4.5	\$1,264	

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)
 TT- Temporary Technician



FY2013 Annual Budget Kittitas County Conservation District

Object	Budget
Salaries & Wages	\$338,659
Personnel Benefits	\$90,895
Office & Operating Supplies	\$38,800
Fuel Consumed	\$7,000
Supplies Purchased for Resale	\$4,800
Small Tools & Minor Equipment	\$1,500
Repairs and Maintenance (Vehicles)	\$1,850
Professional Services	\$379,360
Communication	\$2,800
Travel	\$2,500
Advertising	\$2,000
Insurance	\$7,953
Miscellaneous	\$25,058
Subtotal	\$903,175
Cost Share	\$834,500
Project Construction	\$3,201,271
Subtotal	\$4,035,771
TOTAL	\$4,938,946

Grant Source	Total Grant Budget	Expected Income in FY 2013
Direct Federal Funds		
Manastash In-stream Flow Enhancement (BPA)	\$895,370	\$357,025
Teanaway River Grant (BPA)	\$135,074	\$135,074
USFWS Partners Grant - Reed Ditch Diversion Removal	\$78,200	\$0
USFWS Partners Grant - Abandoned Dam Removal	\$25,000	\$0
USFWS Partners Grant - Flood Fence Project	\$23,000	\$6,800
US Bureau of Reclamation- Manastash Reach Assessment Project	\$25,000	\$25,000
Indirect Federal Funds		
Salmon Recovery Funding Board- Consolidated Pipeline (Manastash)	\$599,408	\$599,408
Salmon Recovery Funding Board- 3M Ditch	\$328,500	\$80,000
Salmon Recovery Funding Board- Manastash Reach Assessment	\$112,959	\$95,000
Salmon Recovery Funding Board- Red Bridge Road	\$243,877	\$243,877
Salmon Recovery Funding Board- Coleman Creek/EWC Project	\$333,313	\$0
WSSC- Manastash Watershed Planning Grant	\$37,529	\$37,529
DNR Firewise Grant	\$98,300	\$60,465
DNR Firewise (via Skagit CD Agreement)	\$10,000	\$7,000
SCW RC&D- (NRCS CIG Grant)	\$1,300	\$850
Yakima Tributary Access & Habitat Program (BPA via RC&D)	\$393,203	\$350,000
State Funds		
WSSC Implementation Grant	\$25,000	\$25,000
WSSC Implementation Grant- Category 2	\$43,387	\$43,387
WSSC Category 3	\$188,000	\$188,000
WSSC Irrigation Efficiencies	\$205,860	\$180,000
WSSC Professional Engineering	\$70,000	\$70,000
WSSC CREP Technical Assistance	\$1,600	\$1,600
WSSC CREP Cost Share	\$2,400	\$2,400
WSSC- Manastash Watershed Planning Grant	\$50,038	\$25,000
DNR Firewise Grant	\$88,500	\$88,500
Ecology Manastash Pipelines Project	\$1,978,000	\$1,890,000
Ecology Jack Creek Floodplain Project (Mid-Columbia)	\$250,000	\$226,990
Ecology Upper Kittitas County Water Quality (CCWF)	\$112,958	\$51,544
Mid-Col. Regional Fisheries Enhancement Group- Flood Fence Proj	\$15,000	\$15,000
Local Funds		
Kittitas County Road Funds- PAM Cost Share	\$5,000	\$3,497
Kittitas County Road Funds- Manastash Reach Assessment	\$40,000	\$10,000
Kittitas County Special Assessment Funds	\$146,000	\$115,000
Puget Sound Energy - Wild Horse Facility Conservation Easement	\$7,500	\$5,000
TOTAL	\$6,569,276	\$4,938,946