



# Clallam Conservation District

## 2020 Annual Work Plan adopted 1/14/20

For More Information Visit Our Web Site at [www.clallamcd.org](http://www.clallamcd.org) or  
Contact: Joe Holtrop, Executive Director at 360-775-3747  
info@clallamcd.org

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### Mission of the Clallam Conservation District:

To conserve the natural resources of Clallam County by assisting land users and public organizations with the planning and implementation of conservation practices.

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### Long-Range Resource Conservation Objectives:

#### Abundant, Healthy Water Quality

1. Reduce Consumptive Use of Water
2. Improve and Protect Water Quality
3. Reduce Stormwater and Flooding Impacts

#### Protected & Restored Habitat

1. Enhance and Restore Fish and Wildlife Habitat

#### Healthy Soil

1. Conserve Farmland
2. Conserve Forestland

#### Outreach & Education

1. Instill a Conservation Ethic
2. Keep Key Decision-Makers Informed

#### District Operations

1. Secure Adequate Funding
2. Employ Qualified Staff
3. Maintain Effective and Efficient Operations
4. Collaborate with Other Organizations

**Projected Revenue:** \$1,211,085

**Projected Expenditures:** \$1,211,085

#### **Board of Supervisors:**

Matt Heins – Chair  
Ben Smith – Vice-Chair  
Robert Beebe – Auditor  
Scott Chitwood – Member  
Christy Cox - Member

#### **Staff:**

Joe Holtrop – Executive Director  
Meghan Adamire – Conservation Planner (3/4-time)  
Jennifer Coyle-Bond – Conservation Planner (1/2-time)  
Judy Minnoch – Bookkeeper/Admin Assistant (3/4-time)

**Abundant, Healthy Water Quality**

- 1. Reduce Consumptive Use of Water**
- 2. Improve and Protect Water Quality**
- 3. Reduce Stormwater and Flooding Impacts**

Funding Sources: Irrigation Efficiencies grant (IE), Implementation grant (IM), Livestock Water Quality grant (LT), Shellfish grant (SH), Natural Resource Investments grant (NR), Ecology Water Supply grant (WS), Ecology Well Metering Pilot (WM), Engineering Cluster funding (PE), County PIC grant (PIC), Regional Conservation Partnership (RC), Clallam County (CGF)

<b>Reduce Water Use Activities for 2020</b>	<b>Staff Lead(s)</b>	<b>Time (FTEs)</b>	<b>Est. Cost &amp; \$ Source(s)</b>
<b>Complete at least one irrigation ditch piping project to improve conveyance efficiency and thus reduce irrigation water diversions from the Dungeness River.</b> <ol style="list-style-type: none"> <li>1. Sequim Prairie-Tri Irrigation Assoc. Evans Road Lateral project</li> <li>2. Agnew Irrigation District Barr, Fern &amp; Firehouse laterals</li> </ol>	Joe		
<b>Assist at least one farm operator with irrigation water management in order to conserve water.</b> <ul style="list-style-type: none"> <li>➢ Include irrigation water management as part of farm conservation plans when applicable               <ol style="list-style-type: none"> <li>1. IWM Update – Edmiston</li> <li>2. IWM – River Run</li> </ol> </li> </ul>	Jennifer	0.40 + PE Services	<b>\$40,000</b> (TA) IE, NRI, WM  <b>\$20,000</b> (engineering) IE, NRI
<b>Continue to make progress toward construction of the Dungeness Off-Channel Reservoir, with target construction date of 2023.</b> <ul style="list-style-type: none"> <li>➢ Partner on River Road/DNR reservoir planning</li> </ul>	Joe		<b>\$650,000</b> (FA) IE, WS, NRI, WM
<b>Implement at least one shallow aquifer recharge project.</b> <ul style="list-style-type: none"> <li>➢ SPTIA Evans Road SAR project</li> </ul>			
<b>NEW: Implement Dungeness Well Metering Pilot Project.</b> <ul style="list-style-type: none"> <li>➢ Complete replacement of existing meters</li> <li>➢ Oversee installation of new meters</li> </ul>	Judy		
<b>Improve &amp; Protect Water Quality Activities for 2020</b>	<b>Staff Lead(s)</b>	<b>Time (FTEs)</b>	<b>Est. Cost &amp; \$ Source(s)</b>
<b>Continue to partner with Clallam County Environmental Health and other partners on implementation of PIC Program plan.</b> <ul style="list-style-type: none"> <li>➢ Provide cost sharing for repair of failing on-site septic systems               <ol style="list-style-type: none"> <li>1. Grunwaldt OSS</li> <li>2. Garner OSS</li> </ol> </li> </ul>	Jennifer	0.10	<b>\$4,600</b> (TA) SH <b>\$50,000</b> (FA) SH
<b>Assist at least 10 farm operators with planning and implementation of agricultural conservation practices that improve or protect <u>surface water</u>.</b> <ol style="list-style-type: none"> <li>1. Maple View Farm (MA)</li> <li>2. Willow Wist Farm (MA)</li> <li>3. Weaver (MA)</li> <li>4. Reynolds (MA)</li> <li>5. Tuttle Family Ranch (MA)</li> <li>6. Jahoula (MA)</li> <li>7. Wang (MA)</li> <li>8. Cady (MA)</li> <li>9. Hester (JB)</li> <li>10. Adolphsen (JB)</li> </ol>	Meghan, Jennifer, Joe		
<b>Assist at least 10 farm operators with planning and implementation of agricultural conservation practices that improve or protect <u>groundwater</u>.</b> <ol style="list-style-type: none"> <li>1. Bent Gate Farms (MA)</li> <li>2. Kruse (JB)</li> <li>3. Pavich-Boaz (JB)</li> <li>4.</li> <li>5.</li> <li>6.</li> <li>7.</li> </ol>	Meghan, Jennifer, Joe	0.55	<b>\$50,000</b> (TA) IM, LT, RC
<b>Continue to offer soil testing program and provide information and technical assistance to aid in proper nutrient management.</b>			
<b>Assist at least 2 farm operators in Lees, Ennis, Tumwater and/or Mill creek watersheds with planning and implementation of practices that improve or protect surface water.</b> <ol style="list-style-type: none"> <li>1. Hunt (MA)</li> </ol>			



2. Adams (MA)			
3. Duke (JB)			
<b>Reduce Stormwater &amp; Flooding Activities for 2020</b>	<b>Staff Lead(s)</b>	<b>Time (FTEs)</b>	<b>Est. Cost &amp; \$ Source(s)</b>
Continue planning to divert stormwater runoff from west Happy Valley into proposed River Road reservoir.	Joe		

## **Protected & Restored Habitat**

### **1. Enhance and Restore Fish and Wildlife Habitat**

Funding Sources: Implementation grant (IM), CREP, SRFB, Clallam County (CGF)

<b>Enhance &amp; Restore Habitat Activities for 2020</b>	<b>Staff Lead(s)</b>	<b>Time (FTEs)</b>	<b>Est. Cost &amp; \$ Source(s)</b>
<b>Restore ecological function to at least 0.5 miles of stream buffers by providing technical and financial assistance to landowners.</b> <ul style="list-style-type: none"> <li>➤ CREP 2020 planting: none scheduled</li> <li>➤ CREP planning for 2021 planting: NOLT Knecht, Hunt, Jahoula, Quilute Tribe, Muschinske, Bressler, Burtness</li> <li>➤ CREP 5-year maintenance: Adams, Botkin, B&amp;T Cattle, J&amp;G Ag, Weaver, NOLT Lyre, NOLT Pysht wetland, Sadilek, Reynolds,</li> <li>➤ CREP mid-contract maintenance: Byrnes, Linn, NOLT Pysht</li> </ul>	Meghan	0.50	<b>\$50,000</b> (TA) CREP <b>\$20,000</b> (FA) CREP
<b>Support efforts to set back Army Corps of Engineers Dungeness levee (lower 3 miles).</b>	Joe		<b>\$1,000</b> CGF
<b>Address habitat impacts from forest roads.</b> <ul style="list-style-type: none"> <li>➤ Correct at least 1 forest road barrier to fish passage.               <ul style="list-style-type: none"> <li>○ No projects proposed</li> </ul> </li> <li>➤ Manage SRFB USFS Sitkum Road 2900 MP 15.9 pipe replacement grant</li> <li>➤ Apply for USFS Sitkum Road 2900 MP 18.3 pipe replacement grant</li> </ul>	Meghan		\$6,000 (TA) SRFB <b>\$151,000</b> (FA) SRFB
<b>Restore shoreline and nearshore ecosystems.</b> <ul style="list-style-type: none"> <li>➤ Support efforts to protect and restore Dungeness delta.</li> <li>➤ Support efforts to increase resilience of Dungeness delta area to flood impacts.</li> </ul>	Joe		

## **Healthy Soil**

- 1. Conserve Farmland**
- 2. Conserve Forestland**

Funding Sources: Implementation grant (IM), CREP, SRFB, Clallam County (CGF)

<b>Farmland Conservation Activities for 2020</b>	<b>Staff Lead(s)</b>	<b>Time (FTEs)</b>	<b>Est. Cost &amp; \$ Source(s)</b>
<b>Support efforts to purchase development rights on prime farmland.</b> <ul style="list-style-type: none"> <li>➤ Participate on Conservation Futures Committee</li> <li>➤ Provide technical assistance to Land Trust</li> </ul>	Joe		<b>\$2,000</b> IM, CGF
<b>Provide information and technical assistance that supports small acreage food production.</b> <ul style="list-style-type: none"> <li>➤ Soil testing</li> <li>➤ Collaborate with WSU and others on farm-related outreach &amp; education.</li> </ul>	Meghan Jennifer		<b>\$2,000</b> IM, CGF
<b>Support buy-local programs.</b>			<b>\$2,000</b> IM, CGF
<b>Assist with next-generation farmer programs and activities.</b> <ul style="list-style-type: none"> <li>➤ FFA and 4-H</li> </ul>	Jennifer		<b>\$2,000</b> CGF
<b>Promote efforts to control noxious weeds.</b>			
<b>Forestland Conservation Activities for 2020</b>	<b>Staff Lead(s)</b>	<b>Time (FTEs)</b>	<b>Est. Cost &amp; \$ Source(s)</b>
<b>Support efforts to purchase development rights on forestland.</b>			



Promote and assist with forest stewardship planning.			
Assist with next-generation forestland management.			
Promote efforts to control noxious weeds.			
Promote wildfire prevention efforts.			\$5,000 IM, CGF

## Outreach & Education

1. Instill a Conservation Ethic
2. Keep Key Decision-Makers Informed

Funding Sources: Implementation grant (IM), Clallam County (CGF)

Instill a Conservation Ethic Activities for 2020	Staff Lead(s)	Time (FTEs)	Est. Cost & \$ Source(s)
<b>Conservation District residents are good stewards and look to District for information and assistance.</b> <ul style="list-style-type: none"> <li>➤ Keep website up to date and enhance it as a tool for sharing information.</li> <li>➤ Partner with other Puget Sound CDs on <i>Better Ground</i> website.</li> <li>➤ Increase quarterly newsletter distribution by 10%. <ul style="list-style-type: none"> <li>• Current distribution = 3,853</li> </ul> </li> <li>➤ Produce, maintain and distribute publications and press releases.</li> <li>➤ Increase general public awareness by participating in community events with booths and displays. <ul style="list-style-type: none"> <li>• Orca Recovery Day</li> <li>• Dungeness RiverFest</li> </ul> </li> </ul>	Judy	0.30	\$30,000 IM, CGF
<b>Small acreage horse and livestock owners practice good land and water stewardship.</b> <ul style="list-style-type: none"> <li>➤ Conduct at least 5 workshops and/or tours promoting good land and water stewardship.</li> <li>➤ Give presentations on small acreage livestock land and water stewardship at other events. <ul style="list-style-type: none"> <li>• Backcountry Horsemen, 4-H, FFA, Pony Club</li> </ul> </li> <li>➤ Produce, maintain and distribute horse and livestock stewardship information through various media publications and press releases.</li> <li>➤ Promote good land and water stewardship with booths and displays at community events.</li> </ul>	Jennifer	0.05	\$5,000 IM
<b>Residential landscaping provides environmental benefits.</b> <ul style="list-style-type: none"> <li>➤ Conduct sustainable landscaping educational programs. <ul style="list-style-type: none"> <li>• <i>Natural Landscaping</i> course each spring and fall</li> <li>• <i>Landscaping with Native Plants Field Workshop</i> each spring &amp; fall</li> <li>• Plant sale <i>Landscaping with Native Plants</i> workshops</li> <li>• Presentations on sustainable landscaping at other events</li> </ul> </li> <li>➤ Produce, maintain and distribute sustainable landscaping information through various media.</li> <li>➤ Promote sustainable landscaping with community event booths/displays.</li> <li>➤ Conduct annual plant sale.</li> </ul>	Joe	0.15	\$25,000 IM, Plant Sale
<b>Youth develop appreciation for environment and understand how to conserve renewable natural resources.</b> <ul style="list-style-type: none"> <li>➤ Support elementary school science education through water and watershed education.</li> <li>➤ Work with Sequim HS Agricultural Science program to promote local agriculture and teach agricultural conservation planning and practices.</li> <li>➤ Cultivate relationships with other Clallam County school districts in order to develop ongoing conservation education programs.</li> </ul>	Jennifer	0.02	\$2,000 IM, CGF
Informing Key Decision-Makers Activities for 2020	Staff Lead(s)	Time	Est Cost & \$ Source(s)
Provide legislators, county commissioners, and other key decision-makers with timely and relevant information about District accomplishments and needs.	Joe	0.02	\$2,000 All

## District Operations

1. Adequate Funding
2. Employ Qualified Staff
3. Maintain Effective and Efficient Operations
4. Collaborate with Other Organizations



Funding Sources: All

Adequate Funding Activities for 2020	Staff Lead(s)	Time (FTEs)	Est. Cost & \$ Source(s)
<b>Pursue grant funding for specific projects.</b> <ul style="list-style-type: none"><li>➤ SPTIA Evans Road Piping Project</li><li>➤ USFS Sitkum Road Project</li></ul>	Joe Meghan	0.04	<b>\$4,000</b> IE, IM, CGF
Staffing Activities for 2020	Staff Lead(s)	Time	Est. Cost & \$ Source(s)
Hire and retain qualified staff.	Joe Judy	0.04	<b>\$5,000</b> All
Develop and implement training and development plans.	all	0.01	<b>\$1,000</b> All
Effective & Efficient Operations Activities for 2020	Staff Lead(s)	Time (FTEs)	Est. Cost & \$ Source(s)
<b>Complete <i>Policies &amp; Procedures Manual</i> by 2019.</b> <b>Regularly update <i>Policies &amp; Procedures Manual</i>.</b> <b>Adopt new policies and procedures, as necessary to guide all programs, operations, and personnel management.</b> <b>Adhere to proper accounting, grant reimbursement and reporting procedures.</b> <b>Adhere to timely and proper election and appointment procedures.</b> <b>Prepare effective annual plans and reports.</b>	Joe Judy	0.75	<b>\$75,000</b> All
Collaboration Activities for 2020	Staff Lead(s)	Time (FTEs)	Est. Cost & \$ Source(s)
<b>Participate in Puget Sound Conservation District caucus, partner with other districts.</b> <b>Participate in North Pacific Coast and North Olympic Peninsula salmon recovery lead entities.</b> <b>Participate on Dungeness River Management Team.</b> <b>Participate in Puget Sound Partnership local integrating organization.</b>	Joe Meghan	0.1	<b>\$10,000</b> IM



**Projected Revenues** and sources for 2020 include the following:

FUNDING SOURCE	AMOUNT
<b>General Funds</b>	
Plant Sale, Soil Testing, Course Registrations	\$20,000
Interest	\$2,000
Newsletter Sponsors	\$500
<b>General Funds</b>	<b>\$22,500</b>
<b>Clallam County (CGF)</b>	<b>\$131,675</b>
<b>Washington State Conservation Commission</b>	
Implementation Grant (IM)	\$88,000
Shellfish Grant (SH)	\$54,600
Irrigation Efficiencies Grant (IE)	\$528,435
Natural Resource Investments (NRI)	\$51,475
Livestock Water Quality Grant (LT)	\$12,375
Conservation Reserve Enhancement Program (CREP)	\$50,400
Regional Conservation Partnership Program (RC)	\$16,175
CCD Share of Engineering Cluster Grant (PE)	\$7,500
<b>Washington State Conservation Commission total</b>	<b>\$808,960</b>
<b>Washington Department of Ecology</b>	
Water Supply (WS)	\$50,000
Well Metering Pilot (WM)	\$30,950
<b>Washington Department of Ecology total</b>	<b>\$80,950</b>
<b>Clallam County PIC Project Implementation</b>	<b>\$10,000</b>
<b>RCO SRFB Sitkum Road Project</b>	<b>\$157,000</b>
<b>TOTAL PROJECTED REVENUE</b>	<b>\$1,211,085</b>

**Projected Expenditures** by funding category for 2020 include the following:

EXPENSE CATEGORY & FUND SOURCE	AMOUNT
<b>SALARIES &amp; BENEFITS</b>	<b>\$322,180</b>
<b>General Funds – Plant Sale</b>	<b>\$4,000</b>
<b>Clallam County</b>	<b>\$110,000</b>
<b>Washington State Conservation Commission</b>	<b>\$175,180</b>
<b>Washington Department of Ecology</b>	<b>\$17,000</b>
<b>RCO SRFB Sitkum Road Project</b>	<b>\$6,000</b>
<b>Clallam County PIC Project Implementation</b>	<b>\$10,000</b>
<b>Reserves</b>	<b>\$0</b>
<b>GOODS &amp; SERVICES/ FINANCIAL ASSISTANCE</b>	<b>\$838,890</b>
<b>General Funds (GF) – Plant Sale, Soil Tests, etc.</b>	<b>\$15,000</b>
<b>Clallam County (CGF)</b>	<b>\$10,000</b>
<b>Washington State Conservation Commission</b>	<b>\$610,490</b>
<b>RCO SRFB Sitkum Road Project</b>	<b>\$151,000</b>
<b>Washington Department of Ecology</b>	<b>\$72,400</b>
<b>TRAVEL, RENT and MISCELLANEOUS OVERHEAD</b>	<b>\$40,015</b>
<b>General Funds (GF) – Plant Sale, Soil Tests, etc.</b>	<b>\$3,500</b>
<b>Clallam County (CGF)</b>	<b>\$11,675</b>
<b>Washington State Conservation Commission</b>	<b>\$23,290</b>
<b>Washington Department of Ecology</b>	<b>\$1,550</b>
<b>TOTAL PROJECTED EXPENDITURES</b>	<b>\$1,211,085</b>



Listed below are the natural resource conservation goals and priorities to achieve by 2023. These goals and priorities were developed as part of our five-year plan adopted in 2018, and serve as the basis for the annual work plan.

## **Abundant, Healthy Water Quality**

### **➤ Goal: Reduce Consumptive Use of Water**

**Outcome:** Water availability meets demands for in-stream habitat and various human needs.

Geographic priority area: Dungeness Water Rule Area.

#### **Annual Measures of Success:**

- ✓ Complete at least one irrigation ditch piping project to improve conveyance efficiency and thus reduce irrigation water diversions from the Dungeness River.
- ✓ Assist at least one farm operator with irrigation water management in order to conserve water.
- ✓ Continue to make progress toward construction of the Dungeness Off-Channel Reservoir at River Road, with target construction date of 2023.
  - ☐ Land acquired for reservoir
  - ☐ Final reservoir design approved
  - ☐ Management plan finalized for reservoir
- ✓ Implement at least one shallow aquifer recharge project.

### **➤ Goal: Improve and Protect Water Quality**

**Outcome:** Water quality meets standards for safe shellfish harvesting.

Geographic priority area: Sequim-Dungeness Clean Water District

#### **Annual Measures of Success:**

- ✓ Continue to partner with Clallam County Environmental Health and other partners on implementation of Pollution Identification & Correction Program Plan.
- ✓ Assist at least 10 farm operators with planning and implementation of practices that improve or protect surface water.
- ✓ Provide financial assistance for repair/replacement of failing on-site septic systems (referred by Clallam County Environmental Health).

**Outcome:** Groundwater quality meets standards for safe drinking.

Geographic priority area: Critical Aquifer Recharge Areas

#### **Annual Measures of Success:**

- ✓ Assist at least 10 farm operators with planning and implementation of practices that improve or protect groundwater.
- ✓ Continue to offer soil testing program and provide information and technical assistance to aid in proper nutrient management.

**Outcome:** Water quality improvements to impaired waterways on the 303(d) list for bacteria outside the Clean Water District result in de-listings.

Geographic priority area: Lees Creek, Ennis Creek, Tumwater Creek, Mill Creek

#### **Annual Measures of Success:**

- ✓ Assist at least 2 farm operators with planning and implementation of practices that improve or protect surface water.

### **➤ Goal: Reduce Stormwater and Flooding Impacts**



**Outcome:** Stormwater in irrigation water conveyance system is eliminated or properly managed.

Geographic priority area: City of Sequim and vicinity

**Annual Measures of Success:**

- ✓ Divert stormwater runoff from west Happy Valley into proposed River Road reservoir.

## **Protected & Restored Habitat**

### **➤ Goal: Enhance and Restore Fish and Wildlife Habitat**

**Outcome:** Ecological functions are restored to riparian buffers in the agricultural landscape.

**Annual Measures of Success:**

- ✓ Restore ecological functions to at least 0.5 mile of stream buffers by providing technical and financial assistance to landowners.

**Outcome:** Floodplain functionality is restored along the Dungeness River.

Geographic priority area: Lower three miles of Dungeness River

**Annual Measures of Success:**

- ✓ Support efforts to set back Army Corps of Engineers levee.

**Outcome:** Habitat impacts from forest roads are corrected.

**Annual Measures of Success:**

- ✓ Remove at least one forest road barrier to fish passage.
- ✓ Provide design assistance to US Forest Service for road upgrades in Sitkum basin to reduce risk of mass wasting, erosion and sedimentation.
- ✓ Sponsor grant to implement US Forest Service for road upgrades in Sitkum basin.

**Outcome:** Shoreline and nearshore ecosystems are restored.

Geographic priority area: Dungeness delta

**Annual Measures of Success:**

- ✓ Support efforts to protect and restore Dungeness delta shoreline and nearshore ecosystems.
- ✓ Support efforts to increase resilience of Dungeness delta area to present and future flood impacts.

## **Healthy Soil**

### **➤ Goal: Conserve Farmland**

Geographic priority area: east WRIA 18

**Outcome:** Agriculture remains viable and less susceptible to conversion.

**Annual Measures of Success:**

- ✓ Support efforts to purchase development rights on prime farmland.
- ✓ Provide information and technical assistance that supports small acreage food production. For example: soil testing program, collaboration with WSU Extension and organizations on farm-related outreach and educational.
- ✓ Support buy-local programs.
- ✓ Provide assistance for next-generation farmer programs and activities, including Future Farmers of America and 4-H.
- ✓ Promote efforts to control noxious weeds, such as outreach and education.

### **➤ Goal: Conserve Forestland**





**Outcome:** Forestry remains viable and forests are less susceptible to pests, diseases, invasive vegetation, wildfire and conversion.

**Annual Measures of Success:**

- ✓ Support efforts to purchase development rights on forestland.
- ✓ Promote and assist with forest stewardship planning.
- ✓ Provide assistance for next-generation forestland management.
- ✓ Promote efforts to control noxious weeds, including outreach and education.
- ✓ Promote wildfire prevention efforts, including promotion of FireWise communities and dissemination of FireWise information.

## **Outreach & Education**

### ■ **Goal: Instill a Conservation Ethic**

**Outcome:** Conservation District residents are good stewards of renewable natural resources and look to the District as a reliable, valued and trusted source of information and assistance.

**Annual Measures of Success:**

- ✓ Keep website up to date and continually enhance it as a tool for sharing information.
- ✓ Partner with other Puget Sound CDs on *Better Ground* website.
- ✓ Increase quarterly newsletter distribution by 10% each year.
- ✓ Produce, maintain and distribute publications and press releases relevant to local conservation needs.
- ✓ Increase general public awareness by participating in community events with booths and displays.

**Outcome:** Small acreage horse and livestock owners practice good land and water stewardship.

**Annual Measures of Success:**

- ✓ Conduct at least 5 workshops and/or tours promoting good land and water stewardship.
- ✓ Give presentations on small acreage livestock land and water stewardship at other events.
- ✓ Produce, maintain and distribute horse and livestock information through various media.
- ✓ Promote good land and water stewardship with booths and displays at community events.

**Outcome:** Residential landscaping provides environmental benefits, such as wildlife habitat, water conservation, reduced pesticide use, better stormwater management, while contributing to homeowner quality of life.

**Annual Measures of Success:**

- ✓ Conduct *Natural Landscaping* course each spring and fall.
- ✓ Conduct *Landscaping with Native Plants Field Workshop* each spring and fall.
- ✓ Conduct *Landscaping with Native Plants* workshops in conjunction with annual plant sale.
- ✓ Give presentations on sustainable landscaping topics at other events.
- ✓ Produce, maintain and distribute sustainable landscaping information through various media.
- ✓ Promote sustainable landscaping with booths and displays at community events.
- ✓ Continue to conduct native plant sale.

**Outcome:** Youth will develop an appreciation for our environment and understand how to conserve renewable natural resources.

**Annual Measures of Success:**

- ✓ Support elementary school science education through water and watershed education.
- ✓ Continue to work with Sequim High School Agricultural Science program to promote local agriculture and teach each new class about agricultural conservation planning and practices.



- ✓ Cultivate relationships with all Clallam County school districts in order to develop ongoing conservation education programs throughout the county. Assistance may include partnerships with organizations like the Feiro Marine Science Center, Nature Bridge, and the Dungeness Audubon River Center.

■ **Goal: Keep Key Decision-Makers Informed**

**Outcome:** District continues to receive the recognition and funding necessary to carry out programs and activities.

**Annual Measures of Success:**

- ✓ Continue to provide legislators, county commissioners, and other key decision-makers with timely and relevant information about District accomplishments and needs.

**District Operations**

■ **Goal: Secure Adequate Funding**

**Outcome:** Long-term stable funding is secured for basic district operations.

**Annual Measures of Success:**

- Seek approval of stable local funding by December 2023.

**Outcome:** Grant funding is secured for implementation of conservation projects.

**Annual Measures of Success:**

- Pursue grant funding for specific projects that lead to fulfillment of Five-Year Plan.

■ **Goal: Employ Qualified Staff**

**Outcome:** Staff are proficient and effectively and efficiently implement of Five-Year Plan.

**Annual Measures of Success:**

- Hire and retain qualified staff.
- Develop and implement individual training and development plans.

■ **Goal: Maintain Effective and Efficient Operations**

**Outcome:** Operational policies are in place and proper procedures are followed.

**Annual Measures of Success:**

- Complete *Policies & Procedures Manual* by 2019.
- Regularly update *Policies & Procedures Manual*.
- Adopt new policies and procedures, as necessary, to guide all programs, operations, and personnel management.
- Adhere to proper accounting, grant reimbursement and reporting procedures.
- Adhere to timely and proper election and appointment procedures.
- Prepare effective annual plans and reports.

■ **Goal: Collaborate with Other Organizations**

**Outcome:** Partnerships are fostered in order to effectively and efficiently utilize resources and District learns about new needs and opportunities.

**Annual Measures of Success:**

- Participate in Puget Sound Conservation Districts caucus and partner with other districts.
- Participate in North Pacific Coast and North Olympic Peninsula lead entities for salmon recovery.
- Participate on Dungeness River Management Team.
- Participate in Puget Sound Partnership local integrating organization.