

TRANSMITTAL OF RULES ADOPTED

FROM: CONSERVATION COMMISSION
(Name of Agency)

TO: CODE REVISER
LEGISLATIVE BLDG (Southwest Corner, Ground Floor)
Olympia 98501

The enclosed Permanent rules , being order No. 2-73
Emergency rules

relating to (Name of rules or description of subject matter)

Guidelines to govern the use by conservation districts of funds distributed to such districts by the Conservation Commission, adopting new chapter 135-10 WAC.

(ALTERNATIVE A. Use only for adoption of permanent rules)

pursuant to Notice No. 4315 ^① filed with the code reviser on 10/12/73 ^② were regularly adopted as permanent rules of this agency at Yakima, Washington on 11/15/73 and are herewith filed in the office of the code reviser pursuant to chapter 34.04 RCW. The effective date of such rules shall be _____ ^③

(ALTERNATIVE B. Use only for adoption of emergency rules)

pursuant to its finding that the immediate adoption of these rules is necessary for the preservation of the public health, safety, or general welfare and that observance of the requirements of notice and opportunity to present views on the proposed action would be contrary to the public interest, were regularly adopted as emergency rules of this agency at _____ on _____ and are herewith filed in the office of the code reviser pursuant to chapter 34.04 RCW.

The undersigned hereby certifies that the requirements of chapter 34.04 RCW and of the Open Public Meetings Act of 1971, chapter 42.30 RCW (1971 ex.s. c 250) have been fulfilled.

Dated this 15th day of November 1973.

STATE OF WASHINGTON
FILED
NOV 19 1973
CODE REVISER'S OFFICE
DOCKET # 534 / FILE #

CONSERVATION COMMISSION
(AGENCY)
G. C. Digerness
By G. C. Digerness
Executive Secretary
Title

① NOTICE NUMBER AS APPEARS ON THE COPY OF NOTICE RETURNED TO YOU BY REVISER'S OFFICE (IF PROCEEDINGS WERE CONTINUED, USE NO. OF LAST NOTICE)
② STAMPED DATE AS APPEARS ON THE COPY OF NOTICE RETURNED TO YOU BY REVISER'S OFFICE (IF PROCEEDINGS WERE CONTINUED, USE DATE OF LAST NOTICE)
③ UNLESS A LATER DATE IS SPECIFIED IN THIS ORDER OR IS PRESCRIBED IN ANOTHER STATUTE, RULES ARE EFFECTIVE 30 DAYS AFTER FILING: RCW 34.04.040. LEAVE THIS SPEACE BLANK EXCEPT IN SUCH SPECIAL CASES.
FORM REVISED, EFFECTIVE 8/9/71 [FORM CR-2]

STATE OF WASHINGTON
Conservation Commission

ADMINISTRATIVE ORDER NO. 2-73

(1) The Conservation Commission of the State of Washington by virtue of its authority vested, after due notice and in a meeting open to the public, held in the Holiday Inn, in Yakima, Washington, on November 15, 1973, promulgates and adopts the annexed rules and regulations, to wit:

Guidelines to govern the use by conservation districts of funds distributed to such districts by the Conservation Commission, adopting new chapter 135-10 WAC

as permanent rules of this agency.

(2) This order after being first recorded in the order register of this agency, shall be forwarded to the Code Reviser for filing, pursuant to chapter 34.04 RCW and chapter 1-12 WAC.

APPROVED AND ADOPTED November 15, _____, 1973.

W. M. Schmitt
Robert D. Johnson
Robert E. Taylor
Ray James
John V. Beckstrom
John S. Robinson

CHAPTER 135-10 WAC

NEW

WAC 135-10-010 PURPOSE. RCW 99.09.070 authorizes the conservation commission to issue regulations establishing guidelines to govern the use by conservation districts of funds distributed to such districts by the conservation commission. The purpose of this chapter is to establish such guidelines.

NEW

WAC 135-10-020 DISTRIBUTION POLICY. The conservation commission shall, within funds available for such purposes, distribute funds to conservation districts to carry out specific program activities identified by such districts and selected by the conservation commission as needed to accelerate the planning and implementation of resource management systems.

NEW

WAC 135-10-030 GUIDELINES. Funds will be distributed to conservation districts by the conservation commission only on a reimbursement basis. Reimbursements will be made only for uses approved by the commission and subject to fulfilling the following requirements:

- (1) Wages, salaries and related benefits.
 - (a) Employment of district personnel shall be by action of the governing body, and shall include a contract or work agreement, a copy of which shall be filed with the conservation commission, Olympia, Washington
 - (b) Employee slips shall be submitted monthly to the conservation district secretary-treasurer.
- (2) Travel and out-of-pocket expenses.
 - (a) Supervisors, employees, and agents shall submit travel vouchers monthly to conservation district secretary-treasurer.
- (3) Supplies.
 - (a) Receipts for supplies purchased shall be submitted to the conservation district secretary-treasurer.
- (4) Contractual services.
 - (a) Authorization for contractual services shall be by action of the governing body and shall be so recorded in the conservation district's official proceedings.
 - (b) A copy of any contract shall be filed with the conservation commission.
 - (c) Copies of receipts, orders, agreements, or transactions shall be submitted to the conservation district secretary-treasurer.

At least quarterly the conservation district shall submit to the conservation commission an invoice voucher form #A-19 with a payment period data form attached. Annually the conservation district must submit to the conservation commission, a reimbursement request form attached to form #A-19.

NEW

WAC 135-10-040 DISTRIBUTION CATEGORIES. The conservation commission shall distribute funds directly to conservation districts for program activities within the following categories:

- (1) Long-range programs
- (2) Special programs
- (3) District administration
- (4) District operations
- (5) Recreation and education

Such direct distribution shall be made within funds remaining available to the conservation commission after sufficient funds are reserved on a biennial basis for the expenses of training conferences, record keeping, supplies, and other costs associated with activities of the Washington association of conservation districts.

NOTICE OF INTENTION TO ADOPT, AMEND OR REPEAL RULES

(Instructions for completion on back of page) [Form CR-1: Rev. 8/9/71]
(Additional information may be typed on back of page)

(1) Notice is hereby given in accordance with the provisions of RCW 34.04.025 and _____ ①, that the _____ STATE CONSERVATION COMMISSION _____ intends to _____ (name of agency) adopt, amend or repeal rules concerning: ②

Guidelines to govern the use by conservation districts of funds distributed to such districts by the Conservation Commission, adopting new chapter 135-10 WAC.

(2) (Use only if hearing is to be held) that such agency will at 1:30 p.m., Wednesday, November 14, 1973; _____ (time) (day) (date) ③ in the Holiday Inn, North 9th and East Yakima Ave., Yakima, Wash. _____ (place) conduct a public hearing relative thereto;

(3) and that the adoption, amendment or repeal of such rules will take place at 9:30 a.m., Thursday, November 15, 1973 _____ (time) (day) (date) ④ in the Holiday Inn, North 9th and East Yakima Ave., Yakima, Wash. _____ (place)

(4) The authority under which these rules are proposed is: RCW 89.08.070 _____

(5) Interested persons may submit data, views or arguments to this agency --
(a) in writing to be received by this agency prior to 11/14/73 _____ (date) ④ and/or
(b) orally at time and place set forth in (2) above _____ (time) (day) (date) ③ _____ (place)

(6) The additional notice required by RCW 34.04.025 has been made by mailing copies of this notice to all persons who have made timely request of this agency for advance notice of its rule-making proceedings.

(7) This notice is connected to and continues the matter noticed in Notice Nos. _____ filed with the reviser's office on _____ ⑤ (dates)

STATE CONSERVATION _____
COMMISSION _____
(AGENCY)
Dated: ③ 10/12/73 _____
By: G. C. Digerness _____
G. C. Digerness
Executive Secretary
(TITLE)

STATE OF WASHINGTON
FILED
OCT 12 1973
CODE REVISER'S OFFICE
DOCKET # _____ FILE # _____
NOTICE # 4315
(Do not write in this space)

R.D. These proceedings may require additional notice pursuant to the Open Public Meetings Act of 1971; consult Chapter 42.30 RCW (1971 ex. 803B, c 250).

STATE OF WASHINGTON
Conservation Commission

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as permanent rules of this agency.

(2) This order after being first recorded in the order register of this agency, shall be forwarded to the Code Reviser for filing, pursuant to chapter 34.04 RCW and chapter 1-12 WAC.

APPROVED AND ADOPTED November 15, 1973.

W. H. Schmidt
John R. Whitcomb
Robert E. Lipp
Roger James
Robert V. Buckstrom
John S. Robinson

FROM: CONSERVATION COMMISSION
(Name of Agency)

TO: CODE REVISER
LEGISLATIVE BLDG. (Southwest Corner, Ground Floor)
Olympia 98501

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Dated this _____ 15th _____ day of November 1973.

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