

Kitsap County Noxious Weed Control Board | Special Budget Meeting

Date/Time: Tuesday, July 29, 2025, 6:00-7:30pm

Location: Online via Zoom

Members/Staff present:

- Dylan Mendenhall (Bremerton, Chair)
- Courtney Brooks (South Kitsap, Vice Chair)
- Deb Rudnik (Bainbridge Island, Secretary)
- Jade Jarvis (Program Coordinator, Staff)
- Kirvie Mesebeluu-Yobech (Program Manager, Staff)
- Daria Etchings (Outreach Technician, Staff)

Absent:

- Shannon Rose (Central Kitsap)
- Jess Sappington (WSU Extension)

Guests: Any members of public? Virtual? In-Person?

1. Call to Order (Example)

- a. Establish quorum
 - i. The meeting was called to order at 6:02 p.m. with quorum.
- b. Review and adopt agenda
 - i. M: Dylan moves to adopt the agenda as is. Courtney seconds. Motion passes unanimously.
- c. Conflict of interest disclosure:
 - i. Dylan discloses conflict of interest as potential surveying/monitoring contractor is a competitor to personal business. As a result, Dylan was not part of the grading of the contractor proposals.

2. Public Comment

- Katherine Ander: My name is Katherine Ander. After moving to Port Orchard in October 2024, I started volunteering with Kitsap County Parks. Much of the work we do is in Coulter Creek Heritage Park (CCHP) and Newberry Hill Heritage Park with Scotch Broom cutting or removal. I am interested in how Noxious weeds are managed on property adjacent to the parks.
 - Jade responds: Jade will follow up with Katherine Ander; short answer is not all weeds are required to control Scotch broom as the time.

3. Program Updates (Courtney and Jade)

- a. RFPs – Monitoring project, on-call contractors
 - i. Surveying RFP
 - a. Two bids received: Eocene and Mosaic, at similar costs.
 - b. Scoring was on different components
 - c. Expecting a Scope of Work in the next couple weeks, contract to be finalized thereafter
 - d. Delay in RFP process will push surveying to begin in spring 2026 with the budgeted 2025 funds to be spent in 2026.
 - e. Q: Dylan asks about the lands we are prioritizing. Jade hopes to finalize before the contract is signed.
 - ii. Private Landowner Assistance Program (PLAP) RFP
 - a. One candidate: Environmental Restoration Stormwater Management (ERSM)
 - b. \$50k set aside; Scope of Work in progress and contract to be finalized
 - c. Q: Dylan asks if the application process is open for landowners. Jade responds it is not.

4. General Business

- a. 2026 Budget
 - i. No intention for revenue increase
 - ii. Jade provides an overview of the 2025 budget-to-actual (through June) with 2024 comparison
 - iii. Proposed increases for 2026 budget:
 - a. More funding for GIS Analyst (to support survey data management)
 - b. Up to 10% increase for Outreach Technician
 - c. Increase noxious weed disposal program funding
 - iv. Proposal to move PLAP program \$50k from “Other” to “Professional Services”
 - v. Kirvie suggests moving the PLAP \$50k with the Discretionary Funds in “Professional Services”
 - vi. Q: Courtney asks whether the board must request surveying amount from cash balance. Kirvie confirmed funds can be rolled over by request submitted to the Board of Commissioners.

- vii. Dyland raises the possibility of using the nearly \$700k surplus to expand outreach to private/public landowners
 - a. Q: Deb asks Jade what he thinks as the person implanting the assistance. Jade responds that he understands the depreciation of the money but would like to prioritize using the money for private landowners than municipalities with the ability to produce the revenue themselves. Jade suggests a matching fund for these municipalities that can split the cost of treatment.
 - b. Dylan recommends surplus funding ideas be discussed further at the next meeting.
- viii. M: Dylan moves to approve the 2026 budget as approved. Courtney seconds. Motion passes unanimously.

5. Adjournment

- a. Meeting adjourned at roughly 6:52 p.m.