

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

January 11, 2006

1 **Supervisors Present:** Max Prinsen, Chair, Scott Wallace, Vice Chair, Matt Livengood, Sec/Treas
2 Richard Gelb, Member, Bobbi Lindemulder, Member.

3 **Associate Supervisors Present:** none

4 **Guests Present:** Doug Osterman, WRIA 9 coordinator, Sara Hemphill, Sustainable Solutions

5 **Staff Present:** Geoff Reed, Brandy Reed, Marla Hamilton Lucas

6 **NRCS Staff Present:** None

7 Chair Prinsen called the meeting to order at 6:01 pm. The agenda was reviewed and Prinsen
8 asked to update the board on the Shadow purchase. G. Reed said that NRCS staff had provided a
9 written report for the meeting.

10 Minutes from the December 6 Special Session and December 14 Regular Session were reviewed
11 by the Board.

12 **Wallace Moved, Livengood Seconded; Passed Unanimously a motion to accept the**
13 **December 6, 2005 Special Session meeting minutes.**

14 **Lindemulder Moved, Wallace Seconded; Passed Unanimously a motion to accept the**
15 **December 14, 2005 Regular Session meeting minutes.**

16 B. Reed mentioned that District Counsel, Eric Frimodt would be reviewing minutes before board
17 approval starting with December minutes.

18 B. Reed said that there were no non-competitive grant applications presented for approval at this
19 meeting. Osterman presented a revised proposal for a WRIA 9 grant application that has been
20 presented several times before, and answered Board questions. The Board said that it would
21 entertain a formal application based upon the proposal in its current form. Osterman said he
22 would return for the March Board meeting to present the formal grant application for board
23 approval. Discussion ensued regarding the specifics of the proposal.

24 B. Reed updated the board on the revision of the non-competitive grant application criteria.
25 Livengood, Gelb and B. Reed have met to discuss the unfinished portions, but the criteria are not
26 complete. The committee members presented their insights into the draft criteria document.
27 There was discussion about forming a grant approval sub committee to make more efficient use
28 of the board's time on approvals. Lindemulder stated that she really liked the direction that the
29 proposed criteria were taking. It is possible the criteria could be finished by the next board
30 meeting.

31 Hemphill arrived at 6:55.

32 Discussion ensued regarding the funding principles fitting with the strategic plan of the District,
33 and the purpose of the WRIA's and Watershed Forums.

34 Hamilton Lucas presented the list December checks for Board review and approval.

35 **Livengood Moved, Lindemulder Seconded; Passed Unanimously a motion to approve the**
36 **December Monthly Expenses, Check Numbers 8924-8995 in the amount of \$ 168,573.84.**

37 The month's deposits were reviewed which totaled \$ 179,443.96. The income statement wasn't
38 ready but the balance sheet was distributed and reviewed for the end of 2005. Approximately
39 \$1.2 million remains in the unrestricted fund when the account is adjusted for the Shadow sale
40 receivable. Gelb asked about the total district budget and the differences between 2005 and 2006.
41 A discussion ensued on how revenue would be collected and allocated in 2006. Hamilton Lucas
42 distributed the Commission Grant Review that was completed by the Washington Conservation
43 Commission for Board review. Basically, the District received a satisfactory report with just a
44 few recommendations to implement. A representation letter from the State Auditor was
45 distributed for signing by the District Auditor (Hamilton Lucas) and the District Treasurer
46 (Livengood).

47 The 2006 Budget and Workplan was presented for further review. B. Reed requested the board
48 do one of two things: Finalize the budget now, and amend based upon discussion at an upcoming
49 planned Board retreat, or complete the planned retreat and make changes by February. She
50 recommended that the budget be finalized now, so that staff can get copies for their use in
51 planning their work.

52 A decision needs to be made about meeting with Ray Ledgerwood from the Conservation
53 Commission for Board retreat to flesh out budget, workplan and strategic plan. The workplan
54 and budget being presented tonight has not changed from December. G. Reed just wanted all the
55 Board to understand the budget items. Gelb asked about January dates for the retreat and G.
56 Reed said there were no January dates that worked for everyone.

57 Board questions regarding specific line items were discussed. G. Reed presented a list of District
58 contractors for 2006 to be approved by the Board. Discussion ensued.

59 **Wallace Moved, Gelb Seconded; Passed a motion to approve a contract with Alayne Blickle**
60 **in the amount of \$ 15,000 in 2006 for education and outreach. Livengood abstained.**

61 **Wallace Moved, Livengood Seconded; Passed Unanimously a motion to approve a contract**
62 **with Jessica Paige in the amount of \$ 10,000 in 2006 for technical writing (grants and**
63 **publications).**

64 **Lindemulder Moved, Livengood Seconded; Passed Unanimously a motion to approve a**
65 **contract with Rick Bright in the amount of \$ 3,600 in 2006 for website maintenance.**

66 **Livengood Moved, Wallace Seconded; Passed Unanimously a motion to approve a contract**
67 **with Packet Drivers for \$12,000 in 2006 for computer network services.**

68 Prinsen wanted to flesh out the legislative initiatives and the intergovernmental services line
69 items in the budget with the caveat that spending is not yet authorized under these items.
70 Currently the District has 13.2 FTEs and there are 2.8 new staff included in the 2006 Budget.
71 Discussion ensued regarding hiring new staff, and the Board indicated that it was in agreement in
72 moving forward with the hiring process.

73 **Livengood Moved, Wallace Seconded; Passed Unanimously a Motion to adopt the 2006**
74 **District Workplan and Budget as proposed.**

75 G. Reed distributed a request for Board approval regarding a personnel issue. Discussion ensued.

76 **Livengood Moved, Lindemulder Seconded; Passed 35 hour/week work schedule proposal**
77 **for Pete Landry, District Engineer.**

78 Hemphill's contract proposal was reviewed by the Board. Prinsen reviewed previous ideas for
79 the contract and dealing with reporting of her activities under the contract. Discussion ensued
80 regarding the needs of the legislative agenda.

81 Hemphill's overtime invoice from October 2005 was presented to the Board for approval for
82 payment. Discussion ensued about what action to take.

83 **Wallace Moved, Lindemulder Seconded; Passed a motion to approve payment of**
84 **Hemphill's October 2005 overtime invoice. Gelb voted no.**

85 Discussion ensued about approving a contract with Hemphill for 2006, and if a committee should
86 be in charge of directing Hemphill's work.

87 **Lindemulder Moved, Wallace Seconded; Passed Unanimously a motion to authorize**
88 **District Staff to negotiate a contract with Hemphill agreeable to both parties.**

89 After more discussion it was agreed that the contract would be for 3 months, full time, in the
90 amount of \$ 8,500 per month.

91 Outside meetings were discussed. Lindemulder mentioned the Urban and Coastal committee is
92 meeting next week. Wallace is the chair.

93 Prinsen mentioned that SHADOW is paying for a survey of boundary lines as part of the
94 SHADOW purchase.

95 G. Reed reviewed the NRCS report, which dealt mostly with EQIP. There will be a student
96 intern and volunteer engineer working part time with NRCS.

97 Prinsen said that he, Brandy and Monti Marti would be meeting with Senator Jacobsen
98 tomorrow. Jacobsen has said he wants to request an Attorney General's opinion on the issue of
99 who controls the budget for assessment funds. Discussion ensued about supplying a template of
100 the relevant questions for the Senator's use.

101 **Wallace Moved, Livengood Seconded; Passed Unanimously a motion to request a template**
102 **for requesting an Attorney General opinion on the assessment budget question from**
103 **District Counsel.**

104 G. Reed said that February 16 is WACD Legislative Day.

105 **There being no more business before the board, the meeting was adjourned at 10:25 pm.**

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109 _____
Authorized Signature

_____ Date

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Summary of Motions

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113 **December 6, 2005 Special Session meeting minutes.**

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