

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

December 30, 2008

1 **Supervisors Present:** Bill Knutsen, Chair, Bob Vos, Vice Chair, Scott Wallace, Member, Bobbi
2 Lindemulder, Member

3 **Associate Supervisors Present:** David Irons

4 **Guests Present:** Sara Hemphill, Sustainable Solutions, Darlene Hamilton, citizen

5 **Staff Present:** Jeffrey Possinger, Brandy Reed, Marla Hamilton-Lucas, Susan Wermus

6 **NRCS Staff Present:** None

7 Chair Knutsen called the meeting to order at 6:05 pm.

8 Introductions were made and the agenda was reviewed. Additions to the agenda included an
9 Executive Director report and the Opportunity Fund as it relates to the 2009 Interim Budget.

10 **Lindemulder Moved, Vos Seconded, Passed unanimously a motion to approve the meeting**
11 **agenda. (4 ayes, 0 nays)**

12 There were no Public Comments so the agenda moved to the Consent Agenda.

13 There were no items on the Consent agenda so the agenda moved to Presentations.

14 There were no Presentations so the agenda moved to Regularly Scheduled Items.

15 Possinger provided the Executive Director's Report. Possinger reported that the lease for the
16 new District office space has been signed on both sides now. Regarding the current office space,
17 GSA and Embarcadero, the property management, plan to enter into a lease once the District has
18 vacated, which allows the District to remain in the current space until we move into the new
19 office. Washington Partners sent a gift of a bottle of wine to the District. The wine will be
20 donated for auction to support conservation efforts. Washington Partners is the corporate real
21 estate company who negotiated the lease for the new District office space. An appreciation
22 plaque has been ordered and will be mailed for Matt Livengood to thank him for his service to
23 the District Board of Supervisors. Livengood's resignation from the Board is official as of
24 December 31, 2008. The District has been served with litigation papers regarding the Shadow
25 Lake Bog property purchased by the District. One family member, Mr. Foss, is unhappy about
26 the sale of the property and is taking action. Mr. Foss plans to represent himself. Eric Frimodt,
27 the District attorney, has received the litigation papers and is managing the issue. The District
28 insurance carriers will be informed of the situation and Possinger will keep the Board apprised.

29 There were no Public Hearings so the agenda moved to Unfinished Business.

30 There were no items under Unfinished Business so the agenda moved to New Business.

The Board discussed Resolution 08-009 regarding setting the date for the 2009 Supervisor Election as well as designating Election Trust as the Election Officer. John Bodin, Managing Partner with Election Trust, is continuing to work on the exact polling locations. The distributed draft contract provides polling location details. Tom Salzar with the Washington State Conservation Commission has communicated that the District has some flexibility as to the exact locations. Possinger asked the Board for some guidance in determining the criteria for the polling locations. The Board's intent is to designate neutral polling locations and provide a fair election. The Board decided the following criteria: equal access to locations for all, free parking where possible, equal distribution of locations in rural and urban communities, equity in distances between locations, equal time access at all locations, and the locations should not be seats of government or power wherever possible. Possinger added that staff time and involvement in the election process will be greatly reduced with this proposal and Election Trust will take on the financial cost for polling locations. The Advisory Committee's recommendations include increasing the District's profile, setting up an election board, and choosing the hybrid paper and electronic voting option. The Board offered their thoughts and opinions on this matter.

Bobbie Lindemulder agreed to serve as Secretary Pro Tem in response to Matt Livengood's resignation.

Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve Resolution 08-009, establishing the date of the 2009 Supervisor election for the King Conservation District Board of Supervisors. (4 ayes, 0 nays) [AI 08-121]

Wallace Moved, Vos Seconded, Passed unanimously a motion to authorize the Executive Director to enter into a contract with Election Trust for the 2009 Supervisor election for the King Conservation District Board of Supervisors. (4 ayes, 0 nays) [AI 08-122]
Lindemulder Moved, Wallace Seconded, Passed unanimously an amendment to AI 08-122 dictating that the Election Trust contract will not exceed \$50,000. (4 ayes, 0 nays)
Lindemulder Moved, Wallace Seconded, Passed unanimously the decision to choose option 2 put forth by Election Trust for the 2009 District Board of Supervisors election. (4 ayes, 0 nays)

Reed provided the Board with a year-end report on the 2008 KCD-Snoqualmie Watershed Forum Opportunity Fund, including an update on outstanding grant applications pending award by the Board of Supervisors. To date, the Opportunity Fund provided support to 10 projects and there is currently \$26,681 remaining of the original \$200,000. The Grant Subcommittee has reviewed an approved one final grant application from King County for the Changing Seasons Farm Snoqualmie River Buffer Enhancement Project, which Reed had hoped to bring before the Board for approval on 12/22/08 thereby encumbering the remaining funds by the end of the year. Weather and other circumstances prevented staff from presenting the grant application for Board approval before year-end. Reed reports that the Grant Subcommittee recommends to the Board that the remaining funds be carried over into 2009 so that they may be applied to the Changing Seasons Farm Snoqualmie River Buffer Enhancement Project. She also recommended to the

Board that the Grant Subcommittee has 3 pending grant agreement revision requests for the Board to approve that would result in the return of 2007 Opportunity Funds in the amount of \$3,036.52, which the Subcommittee recommends carrying-over to 2009 Budget to be applied to the pending King County Changing Seasons Farm grant award. Reed will bring the pending grant application and revision requests to the Board for consideration at the January 12, 2009 board meeting.

Possinger presented the Board with an update on the 2009 budget process. He recommended that the Board approve an interim budget for the first three weeks of 2009 that is based on the 2008 budget. Possinger plans to present the Board with a complete 2009 budget for approval by the end of January. The presentation laid out how each project budget rolls up into an overall program budget which in turn rolls up into an overall District budget. The new budgetary structure will allow for more accurate accounting by project and program area as well as allow for more regular and useful reporting which will provide the Board with precise information for use in decision-making. Vos suggested that a 5% contingency fund be established separate from project level contingency funds. Knutsen requested that quarterly liability reports be brought to the Board regularly in the new year.

Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve an Interim 2009 Budget. (4 ayes, 0 nays) [AI 08-123]

Hemphill asked for direction from the Board in regards to scheduling the January joint Advisory Committee and Board of Supervisors meeting as it relates to the WRIA meetings in January and February. The Board decided on the afternoon of January 22, 2009.

The Budget Subcommittee will meet on January 14, 2009 in the morning to discuss the 2009 budget.

Vos Moved, Wallace Seconded, Passed unanimously a motion for adjournment. (4 ayes, 0 nays)

Authorized Signature

Date

104 **Lindemulder Moved, Vos Seconded, Passed unanimously a motion to approve the meeting**
105 **agenda. (4 ayes, 0 nays)**

106 **Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve**
107 **Resolution 08-009, establishing the date of the 2009 Supervisor election for the King**
108 **Conservation District Board of Supervisors. (4 ayes, 0 nays) [AI 08-121]**

109 **Wallace Moved, Vos Seconded, Passed unanimously a motion to authorize the Executive**
110 **Director to enter into a contract with Election Trust for the 2009 Supervisor election for**
111 **the King Conservation District Board of Supervisors. (4 ayes, 0 nays) [AI 08-122]**
112 **Lindemulder Moved, Wallace Seconded, Passed unanimously an amendment to AI 08-122**
113 **dictating that the Election Trust contract will not exceed \$50,000. (4 ayes, 0 nays)**
114 **Lindemulder Moved, Wallace Seconded, Passed unanimously the decision to choose option**
115 **2 put forth by Election Trust for the 2009 District Board of Supervisors election. (4 ayes, 0**
116 **nays)**

117 **Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve an**
118 **Interim 2009 Budget. (4 ayes, 0 nays) [AI 08-123]**

119 **Vos Moved, Wallace Seconded, Passed unanimously a motion for adjournment. (4 ayes, 0**
120 **nays)**