

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

February 9, 2009

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

3 **Associate Supervisors Present:** David Irons, Max Prinsen

4 **Guests Present:** Sara Hemphill, Sustainable Solutions, Marshall Lloyd, Packet Drivers, Gary  
5 Nelson, Gary Nelson, Snohomish citizen, Jeff Nelson, Renton citizen

6 **Staff Present:** Jeffrey Possinger, Brandy Reed, Marla Hamilton-Lucas, Susan Wermus, Jessica  
7 Saavedra, Marcie Myers

8 **NRCS Staff Present:** None

9 Chair Knutsen called the meeting to order at 6:03 pm.

10 Introductions were made and the agenda was reviewed. Vos requested that a proposal for the  
11 BASE program be added to New Business.

12 **Passed unanimously a motion to approve the meeting agenda. (4 ayes, 0 nays)**

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

14 **Vos Moved, Wallace Seconded, Passed unanimously a motion to approve the consent**  
15 **agenda. (4 ayes, 0 nays)**

16 Marshall Lloyd from Packet Drivers, KCD's IT company, provided the board with a presentation  
17 on usage of KCD email. He also provided troubleshooting techniques, how best to utilize  
18 contacts, and using the calendar. He provided a handout for the board to take home.

19 Knutsen recessed the meeting at 6:35 pm in order for the board to tour the new office space  
20 currently under construction. Wermus provided the tour and an overview of the layout of the  
21 new office. Questions from the board were answered as they came up throughout the tour. The  
22 meeting reconvened at the current KCD office at 7:02 pm.

23 Possinger provided the Executive Director report. Possinger provided the board with an updated  
24 new office construction schedule and informed the board that construction is on schedule and  
25 within budget. Possinger provided the board with another draft budget and pointed out that a  
26 reporting structure is in place that corresponds to the budget. He explained that the connection  
27 between the budget and reporting allows for informed decision-making. Possinger and KCD  
28 staff member Josh Monaghan conducted annual reviews for all the farm planners. Plant sale  
29 revenue is up from last year. Possinger met recently with Julia Larson who is an economic  
30 strategist for rural areas. Regarding the KCD Rock Awards, KCD will present an award to the  
31 City of Sammamish in a couple of weeks and the King County Agricultural Department will

*“Promoting sustainable uses of natural resources  
through responsible stewardship”*

32 receive their award in front of the King County Council soon as well. Possinger provided the  
33 board with an update on the salary schedule which is expected to complete by the next board  
34 meeting. He walked the board through the new structure which includes collapsing the schedule  
35 from ten to five years and includes more accurate categorization of positions.

36 Knutsen provided the Chair report. He met last week with WRIA 7. NOAA is writing a plan for  
37 Puget Sound since Steelhead salmon have been listed. He informed the board that several terms  
38 are up on the Advisory Committee.

39 Lindemulder voiced her concern that more attention should be given to the Advisory Committee  
40 and legislative efforts as they relate to renewal of our special assessment.

41 Vos meets regularly with the Agricultural Commission. He mentioned upcoming "Future of  
42 Farming" meetings in the coming months.

43 Wallace voiced his opinion that it is critical that partnership with the Advisory Committee be  
44 successful and that the committee should focus on pertinent issues affecting us over the next year  
45 or two.

46 Saavedra provided the Grants Subcommittee report which consisted of a year end report. She  
47 stated that 66 grants have been successfully closed out of 126 ready to be closed out. Currently  
48 we have about 400 new, ongoing and closed grants. 56 applications were approved by the board  
49 last year.

50 Hemphill provided the Outreach Subcommittee report. She informed the board that Advisory  
51 Committee meeting dates for the year have been set. Several members' terms are up this month.  
52 KCD attendance at the WRIA 8 meeting was well received. She also handed out a report from  
53 the Bartlett Group. She informed the board that Possinger met with David Dicks recently.

54 The meeting moved to New Business.

55 Vos handed out a one-page proposal to the board regarding the BASE program. The proposal  
56 includes identified projects, details the need for significant staff involvement, and an ambitious  
57 timeline. After presenting the proposal, Vos asked for comments from the board. Wallace  
58 voiced his support for the proposal. Lindemulder asked questions regarding staff involvement  
59 and time commitments, the budget breakdown for the requested amount of \$100,000 and the  
60 reasoning behind the proposed project locations. She feels that it is important to document how  
61 the project locations were chosen in case we have to defend them later on. Board discussion  
62 continued.

63 Reed presented the proposal for funding of the Opportunity Fund Grant Program for 2009, AI  
64 09-021. She laid out the program outline and procedures, a detailed description of priorities, and  
65 the implementation schedule. \$200,000 were requested to fund the 2009 program, \$100,000 of  
66 which would come from the general budget allocation and \$100,000 from the Snoqualmie Forum  
67 special assessment. The maximum grant awarded will be \$30,000 (\$15,000 from each funding

68 source). RFPs will be targeted to five basins via a postcard invitation illustrating priority  
69 projects. Grant criteria do not require landowners to bring their own financial resources to the  
70 table. Private landowners have priority if funding runs low.

71 **Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve the 2009**  
72 **KCD-Snoqualmie Watershed Forum Opportunity Fund in the amount of \$200,000 (\$100,000**  
73 **from the KCD 2009 general operating budget and \$100,000 from 2009 special assessments**  
74 **allocated to the WRIA 7 Watershed Forum), providing that the District attorney has been**  
75 **consulted. (4 ayes, 0 nays). [AI 09-021]**

76 Possinger and Wermus presented two vendor contracts which would provide audio-visual  
77 equipment and installation and a security system for the new District office. The board asked  
78 questions and made suggestions. The board asked that Possinger and Wermus look into the  
79 possibility of installation of a security camera by the new office back door as well as additional  
80 lighting for that area. If the expense for these additional security items is over \$5,000, then the  
81 issue should be brought back to the board.

82 **Wallace Moved, Lindemulder Seconded, Passed unanimously a motion to authorize the**  
83 **Executive Director to enter into a contract with Maland for audio visual equipment and**  
84 **installation for the new office location. (4 ayes, 0 nays). [AI 09-024]**

85 **Wallace Moved, Lindemulder Seconded, Passed unanimously a motion to authorize the**  
86 **Executive Director to enter into a contract with Argens for security equipment,**  
87 **installation, and monthly monitoring costs for the new office location. (4 ayes, 0 nays). [AI**  
88 **09-025]**

89 Possinger presented the resolution and supporting documentation regarding the establishment of  
90 board subcommittees. Board discussion ensued.

91 **Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve**  
92 **Resolution 09-003, adopting a policy establishing subcommittees of the board and policy**  
93 **regarding the administration thereof, as laid out in attached memorandum. (4 ayes, 0 nays)**  
94 **[AI 09-022]**

95 The adoption of the 2009 budget [AI 09-022] and a discussion of assessment renewal strategy  
96 were both tabled.

97 Chair Knutsen adjourned the meeting at 10:15 pm.

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99

100 \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_ Date

101 **Summary of Motions**

102 **Passed unanimously a motion to approve the meeting agenda. (4 ayes, 0 nays)**

103 **Vos Moved, Wallace Seconded, Passed unanimously a motion to approve the consent**  
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