

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

Tuesday in Honor of Veterans Day

November 12, 2013

FINAL

- 1 **Supervisors Present:** Bill Knutsen-Chair, Jeanette McKague – Kit Ledbetter, Eric Nelson by  
2 phone
- 3 **Associate Supervisors Present:** None
- 4 **Staff Present:** Sara Hemphill, Ava Souza - Clerk, Brandy Reed, Josh Monaghan, Sarah Huillet,  
5 Deirdre Grace, Rachel Konrady, Lou Beck Jessica Saavedra
- 6 **Guests Present:** Joshua Erickson, Kathy Minsch, Dick Ryon, Carol Arnold
- 7 Chair Knutsen called the meeting to order 6:00 p.m.
- 8 A change to the agenda to include 10.14.13 minutes not 09.20.13 and add item Aquatic Area  
9 Buffer Restoration
- 10 **McKague Moved; Ledbetter Seconded Passed unanimously a motion to change the agenda**  
11 **to adjust (4aves, 0 nays)**
- 12 **McKague Moved; Ledbetter Seconded Passed unanimously a motion to approve the**  
13 **consent agenda (4aves, 0 nays)**
- 14 PULLED CONSENT AGENDA ITEMS: None
- 15 NEW BUSINESS:
- 16 Resolution 13-003
- 17 Souza reviewed the election resolution and the dates for the election per the Board
- 18 **Nelson Moved; Ledbetter Seconded Passed unanimously a motion to approve AI 13-003**  
19 **for the (4 ayes, 0 nays)**
- 20 Resolution 13-004
- 21 Beck reviewed resolution 13-004 with the Board.
- 22 **Ledbetter Moved; McKague Seconded Passed unanimously a motion to AI 13-004 (4aves, 0**  
23 **nays)**
- 24 Resolution 13-005
- 25 Beck then covered resolution 13-005 for the Board

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

26 **Ledbetter Moved; McKague Seconded Passed unanimously a motion to AI 13-005 (4aves, 0**  
27 **nays)**

28 Aquatic Area Buffer Restoration

29 Konrady reviewed the Aquatic Area Buffer Restoration and answered BOS questions.

30 **Nelson Moved; Ledbetter Seconded Passed unanimously a motion to AI 13-073 (4aves, 0**  
31 **nays)**

32 Tribal White Paper

33 Hemphill covered the Tribal Whitepaper meeting and gave details to the Board and reviewed the  
34 Power Point from the meeting with everyone.

35 Resolution AI 13-072

36 Reed covered resolution 13-072 with the Board

37 **McKague Moved; Nelson Seconded Passed unanimously a motion to AI 13-072 (4aves, 0**  
38 **nays)**

39 Executive Director Report /Task Force

40 Hemphill reviewed her ED report and informed all the Agreement Dynamics was finalizing the  
41 report.

42 Public Comment

43 Dick Ryon commented a lot of agendas were going on and now we are all working cooperatively  
44 and trust has been gained.

45 Knusten commented that the Board needs to be in front of things and that he would like the  
46 Board to meet on Dec 7<sup>th</sup> at 9:00 am at King CD office prioritize and plan. Hemphill supported  
47 that comment.

48 A break was called for at 6:55 and reconvened at 7:08

49 Finance Report and Annual Budget

50 **McKague Moved; Ledbetter Seconded Passed unanimously a motion to approve 13-070**  
51 **check numbers 15757 through 15817 for a total of \$331,046.76, non-payroll EFT's totaling**  
52 **\$17,279.45 and October payroll for \$123,927.15 (4aves, 0 nays)**

AI 13-071- The 2014 Operating Budget and Work Plan

Hemphill gave the overview of the strategy behind the 2014 budget. Reed covered the core programs and activity levels and detailed strategy of the budget preparation.

Knusten asked for clarification about the budget that was presented at the admin budget subcommittee meeting. Reed and Monaghan clarified the understanding about what Prinsen wanted presented at the BOS meeting. Hemphill and Souza further commented that the team did in fact contact Prinsen to ensure the understanding was correct. Conversation about the budget ensued.

Ledbetter commented that he supported the strategy at the table. Monaghan then reviewed the draft work plan and budget as well as all the tabs in the budget. Conversation about the tabs ensued.

General consensus was that everyone was on the same page. McKague commented that we have done enough work and any additional documents are not needed at this time. Hemphill commented that we have made huge progress from last April and everyone appreciates that the Board has ensured that KCD stayed afloat.

Ledbetter asked that salary and benefits might need to be separated so that employee costs do not look so high that is something that the cities will key into. Nelson asked for clarification on CREP and Rates and Charges and asked that CREP be moved into LIP. Reed explained why they are separate line items. Ledbetter commented all TF members should get this with cover letter and asked for few name changes. Souza then reviewed what was covered in the tab and asked Ledbetter for his suggestions, he commented that would like to see such names as General Overhead be Administrative Services and the work general be moved from the program groups to now just be Program Management. Nelson commented he would like salaries to be grouped by classifications and not individual names. Conversation ensued about how to present the FTE's costs. Ledbetter requested that he would like it listed by program group without taxes, and overhead and benefits costs.

**Ledbetter Moved; Nelson Seconded Passed unanimously a motion to approve Resolution AI 13-071 The 2014 budget and work plan ( 4 ayes, 0 nays).**

Knutsen then reviewed an email from Janice Corbin about the annual review of the Executive Director and contacting her to finalize the report

UNFINISHED BUSINESS: None

Knusten adjourned the meeting at p.m.8:08 pm

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87 \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

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**Summary of Motions**

89 **McKague Moved; Ledbetter Seconded Passed unanimously a motion to change the agenda**  
90 **to adjust (4aves, 0 nays)**

91 **McKague Moved; Ledbetter Seconded Passed unanimously a motion to approve the**  
92 **consent agenda (4aves, 0 nays)**

93 **Nelson Moved; Ledbetter Seconded Passed unanimously a motion to approve AI 13-003**  
94 **for the (4 ayes, 0 nays)**

95 **Ledbetter Moved; McKague Seconded Passed unanimously a motion to AI 13-004 (4aves, 0**  
96 **nays)**

97 **Ledbetter Moved; McKague Seconded Passed unanimously a motion to AI 13-005 (4aves, 0**  
98 **nays)**

99 **Nelson Moved; Ledbetter Seconded Passed unanimously a motion to AI 13-073 (4aves, 0**  
100 **nays)**

101 **McKague Moved; Nelson Seconded Passed unanimously a motion to AI 13-072 (4aves, 0**  
102 **nays)**

103 **McKague Moved; Ledbetter Seconded Passed unanimously a motion to approve 13-070**  
104 **check numbers 15757 through 15817 for a total of \$331,046.76, non-payroll EFT's totaling**  
105 **\$17,279.45 and October payroll for \$123,927.15 (4aves, 0 nays)**

106 **Ledbetter Moved; Nelson Seconded Passed unanimously a motion to approve Resolution**  
107 **AI 13-071 The 2014 budget and work plan ( 4 ayes, 0 nays).**