

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

December 8, 2014

Supervisors Present: Bill Knutsen-Chair, Dick Ryon-Vice Chair, Auditor Max Prinsen, Kit Ledbetter joined at 5:36 and Jason Salvo

Associate Supervisors Present: None

Staff Present: Sara Hemphill, Ava Souza – Clerk Brandy Reed, Josh Monaghan, Deirdre Grace, Jessica Saavedra

Guests Present: Shana Joy, Clare Flannigan

Chairman Bill Knutsen called meeting to order at 5:10pm

Introductions were made and the agenda was reviewed.

Ryon moved; Prinsen seconded Passed unanimously a motion to add an Executive Session at the end of the meeting (4 ayes, 0 nays)

Prinsen moved; Ryon seconded Passed unanimously a motion to approve the consent agenda (4 ayes, 0 nays)

Public Comment

Flannigan- stated that she is getting ready to fund the 2015 applications and is getting them eligible and ready

Finance

Souza updated the Board on the State Audit that is coming up – Marianne our new auditor will be here on the 15th in the morning to start the audit. Souza will keep the Board apprised as we go.

Souza let the Board know that we need to take Open Governance Training and that it was recommended by Enduris that we take 20-30 minutes per Board meeting starting in January 2015 as a Board to review the webinar and become compliant, Knutsen supported this and asked her to add this to the agenda starting January 2015

Reed spoke about the CREP program and capital funding of the two mountains Farm Riparian Restoration and extra money that she has been able to obtain for the District.

Prinsen moved; Ryon seconded Passed unanimously a motion to approve check numbers 16759 through 16826 for a total of \$202,925.06 non payroll EFT's totaling \$566.39 and November payroll for \$106,126.90 (4aves, 0 nays)

29 **Presentations:**

30 **New Business**

31 **AI 14-087 2015 KCD Operating Budget**

32 Hemphill presented the budget to the Board and talked about the process it took to get these
33 numbers on the table. Monaghan walked the Board through the roll ups and explained the
34 Member Jurisdictions allocation to the Board and the new layout. Prinsen asked for a few
35 changes which staff noted, and Souza stated that a budget subcommittee will be scheduled to get
36 input on the reports that will go out. Knutsen commented that he expects this budget to continue
37 to evolve. Reed then walked the Board through the detailed budget tabs. Conversation about the
38 lay out ensued. At the end Ryon asked what are the strengths and weaknesses of the budget.
39 Monaghan answered that the observation has been that we are careful with our budget and
40 typically come in under, which is positive.

41 Break was called at 6:30 and resumed 6:40

42 Ledbetter commented that he would like to approve the budget as is but would like the staff to
43 bring back the actuals in the next six months.

44 **Ledbetter moved; Prinsen seconded Passed unanimously a motion to approve the 2015**
45 **KCD Operating Budget as presented but would like the staff to come back in 6 months**
46 **with budget to actual numbers for the Board to have a better idea where the District**
47 **stands (5 ayes, 0 nays)**

48 Souza then reported to the Board on the move and the updates on the new space. The Board
49 agreed that we should co-house with a partner. The Board asked Ava to move forward with
50 negotiations with the UNICO to take the additional space. Ledbetter commented that he would
51 like the Board to give direction on whether we move forward with a new space or taking space in
52 this building. Knutsen commented that going further south may not be the best idea this is a very
53 central area. Salvo commented that he seconded that. Conversation about whether we are more
54 centrally located for cities and our partners ensued. Hemphill commented that we should re-
55 engage and see what our opportunities are before settling on staying in this building. Ledbetter
56 and Prinsen will report back on meetings.

57 Knutsen then commented that Paul Borne was big part of obtaining the CREP funding and the
58 Board then congratulated him.

59 Knutsen then commented that he is working with an external party to start the Executive Director
60 review, he is working with a fellow named Wally Wilkinson from UW.

61 **There being no more business before the board, the meeting was adjourned at 7:29 pm.**

62

63 William M. Knutson 1-12-2015

64 Authorized Signature Date

65

66 Summary of Motions

67 Ryon moved; Prinsen seconded Passed unanimously a motion to add an Executive Session
68 at the end of the meeting (4 ayes, 0 nays)

69 Prinsen moved; Ryon seconded Passed unanimously a motion to approve the consent
70 agenda (4 ayes, 0 nays)

71 Prinsen moved; Ryon seconded Passed unanimously a motion to approve check numbers
72 16759 through 16826 for a total of \$202,925.06 non payroll EFT's totaling \$566.39 and
73 November payroll for \$106,126.90 (4aves, 0 nays)

74 Ledbetter moved; Prinsen seconded Passed unanimously a motion to approve the 2015
75 KCD Operating Budget as presented but would like the staff to come back in 6 months
76 with budget to actual numbers for the Board to have a better idea where the District
77 stands (5 ayes, 0 nays)

78

79