

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

February 9, 2015

1 **Supervisors Present:** Bill Knutsen-Chair, Dick Ryon-Vice Chair, Auditor Max Prinsen, Kit
2 Ledbetter at 5:15 pm

3 **Associate Supervisors Present:** None

4 **Staff Present:** Sara Hemphill, Ava Souza – Clerk Brandy Reed, Deirdre Grace by phone, Josh
5 Monaghan Rachel Konrady, Jessica Saavedra

6 **Guests Present:** Shana Joy, Bill Peloza, Amy Henderashot, Hope Gibson, Eric Nelson by phone

7 Chairman Bill Knutsen called meeting to order at 5:00

8 Introductions were made and the agenda was reviewed.

9 **Prinsen moved; Ryon seconded Passed unanimously a motion to add a report from Reed**
10 **and Souza to the agenda (3 ayes, 0 nays)**

11 **Ryon moved; Prinsen seconded passed unanimously a motion to approve the consent**
12 **agenda (3 ayes, 0 nays)**

13 **Public Comment:**

14 Amy Hendershot-We love being partners with the KCD we appreciate the good work that you do
15 and we want to thank you very much.

16 Bill Peloza-We have a strong partnership with KCD and we want to share a report on vendor
17 sales which have increased by \$203k and food donations from Auburn in excess of 9,000 lbs
18 The money we have been getting from KCD for marketing and promotions is phenomenal. These
19 funds will help us be successful in our 7th year. Thank you KCD.

20 Hope Gibson- after all the paperwork 75 applications were received for funding. In April I will
21 email Sara about funding. Bill then asked her to send this information to Rachel and Brandy as
22 well.

23 **Finance:**

24 **Prinsen moved; Ryon seconded Passed unanimously a motion to approve check numbers**
25 **16950 through 16992 for a total of \$118,875.87 non payroll EFT's totaling \$1509.75 and**
26 **January payroll for \$119,048.05 (3 ayes, 0 nays)**

27 Souza gave a report on the final 2013 Audit findings. We did well and did not have any findings
28 for the audit year of 2013. Ryon asked about the BARS discrepancy which Souza replied was a

29 keying by the prior Bookkeeper, however during the audit we logged into BARS and made the
30 adjustment to reflect the correct totals, which was acceptable per our auditor Marianne.

31 **Presentations:**

32 WA State Conservation Commission – Good Governance Policy for CD’s – Shana Joy

33 Joy then covered the good governance policies and who to contact and reviewed the rankings
34 and the ramifications of a low ranking. Ryon then asked for further clarification on the 25 areas
35 of performance and asked if these items were common to all districts. Joy stated yes and that
36 KCD was a tier 1 green last year which means outstanding. Category one are the most important
37 areas and if you were less than a green it could affect your funding. In her opinion our
38 preliminary ranking is that KCD would be rated green or more if there were a higher rated color
39 available.

40 Break was called at 5:38 and resumed 5:48 pm

41 **New Business**

42 AI 15-013 LIP Policy: Forest Health Management Practice Maximum Increase

43 **Prinsen moved; Ledbetter seconded Passed unanimously a motion to approve AI 15-013**
44 **LIP Policy: Forest Health Management Practice Maximum Increase (4 ayes, 0 nays)**

45 Ryon asked to be invited on the next project of this sort, Konrady agreed and also stated she
46 could give a presentation if the Board desires at the next meeting.

47 AI 15-014 LIP Policy: Award 2 Practices with Demonstrated Construction Efficiency. One
48 approved set of 3 practice.

49 **Ryon moved; Ledbetter seconded passed unanimously a motion to approve AI 15-014 LIP**
50 **Policy: Award 2 Practices with Demonstrated Construction Efficiency. One approved set of**
51 **3 practice (4 ayes, 0 nays)**

52 AI 15-015 LIP Policy: BMP approval of Wetland Enhancement within Aquatic Area Buffer
53 Planting Practice

54 **Ledbetter moved; Prinsen seconded Passed unanimously a motion to approve AI 15-015**
55 **LIP Policy: BMP approval of Wetland Enhancement within Aquatic Area Buffer Planting**
56 **Practice (4 ayes, 0 nays)**

57 AI 15-016 Stewardship Partners Rain Gardens for Underserved Communities- grant amendment

58 Saavedra spoke about rain garden program and the agreement that Frimodt put together for the
59 above amendment. Sara commented about the terms of the contract by Frimodt. Hemphill and
60 Knutsen asked for further clarification, which Saavedra explained. Ledbetter asked about

locations and feels there are more underserved communities than Seattle and is their plan to serve other communities

Ledbetter moved; Prinsen seconded Passed unanimously a motion to approve AI 15-016 Stewardship Partners Rain Gardens for Underserved Communities- grant amendment subject to final language approved by legal (4 ayes, 0 nays)

AI 15-017 Board Open Government Training

Souza reviewed a suggestion from Frimodt about training for Board Governance in the month of April. Frimodt has offered to do the training for \$1500 and be scheduled at the regular Board meeting or during an off day in April or May. Souza is looking to the Board for suggestions on dates and a motion to approve the training. The Board answered with a request to have a Board retreat in April and to have the training and as well as strategic planning at that same time. The Board asked Ava to look into dates in April or May depending on the Election results, so the new supervisor could attend and then asked Souza to get back with Knutsen.

AG Drainage Report & FFF

Monaghan reported on the grant and that there is a sense of the need is in regards to drainage. The biggest part will be working with drainage folks through the grant and investing in drain maintenance and we are piloting the \$250K grant here at KCD. Nelson then spoke about the work he is doing with Skagit and Whatcom County on irrigation services. Monaghan then spoke about the FFF and gave a report on the latest happenings. Monaghan also spoke about water storage.

Mason Contract

Reed reported on KCD work on shore friendly mason grant. We still need to sign the agreement with Mason. We are going to port our program to Mason and they will adapt it. Reed then gave an overview of the grant.

Prinsen moved; Ledbetter seconded Passed unanimously a motion to approve the Mason Shoreline Friendly Grant appendix to the Mason ILA (4 ayes, 0 nays)

Unfinished Business:

Outreach Comprehensive Report

Hemphill then handed out the most recent report, Ledbetter feels it is important that we give progress reports on the work plan. Ryon asked if items 1- 7 been accomplished, Reed answered not yet and explained how to read the report to the Board. Ryon asked if the Forester position has been considered as a contractor, Reed answered not at that this time.

Executive Director Report-

Hemphill reported on the legislature and the two bills she also spoke about the strategic planning and organizational planning that is happening to get the body of work promised done. She mentioned that Ken Prichard will be joining the CD sometime next week to review our grant policy. Hemphill then reviewed the KCD timeline in terms of creating a full Outreach department. Nelson also called in and talked about the food program and an available grant that would allow KCD to move forward. Ledbetter asked that the Nelson to circle back in March on this.

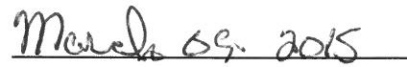
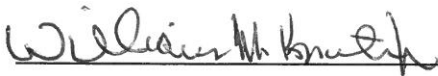
Lease Update and Next Step

Souza then reported that we have not been able to find additional partners to share space with us at the open Pain Clinic space. We believe that with some modifications here in the suite 130 we will be able to accommodate all incoming staff and will review space again at the end of the 3 year lease period which is July 2017. Ledbetter asked that we look at the current space and look at cubicle spaces to a more open space plan similar to the 105 space. The Board would not take additional space at this time and has asked Souza to relay that to the broker and get new re-furnished cubicles as well as adding more to the storage space and move storage offsite.

Prinsen moved; Ledbetter seconded Passed unanimously a motion to approve the purchase of newer re-furnished furniture for suite 130 to add more cubicles and replace old ones (4 ayes, 0 nays)

Executive Session from 7:45-8:00 and then 8:00 – 8:12pm

There being no more business before the board, the meeting was adjourned at 8:13 pm



Authorized Signature

Date

Summary of Motions)

Prinsen moved; Ryon seconded Passed unanimously a motion to add a report from Reed and Souza to the agenda (3 ayes, 0 nays)

Ryon moved; Prinsen seconded passed unanimously a motion to approve the consent agenda (3 ayes, 0 nays)

Prinsen moved; Ryon seconded Passed unanimously a motion to approve check numbers 16950 through 16992 for a total of \$118,875.87 non payroll EFT's totaling \$1509.75 and January payroll for \$119,048.05 (3 ayes, 0 nays)

126 Prinsen moved; Ledbetter seconded Passed unanimously a motion to approve AI 15-013
127 LIP Policy: Forest Health Management Practice Maximum Increase (4 ayes, 0 nays)

128 Ryon moved; Ledbetter seconded passed unanimously a motion to approve AI 15-014 LIP
129 Policy: Award 2 Practices with Demonstrated Construction Efficiency. One approved set of
130 3 practice (4 ayes, 0 nays)

131 Ledbetter moved; Prinsen seconded Passed unanimously a motion to approve AI 15-015
132 LIP Policy: BMP approval of Wetland Enhancement within Aquatic Area Buffer Planting
133 Practice (4 ayes, 0 nays)

134 Ledbetter moved; Prinsen seconded Passed unanimously a motion to approve AI 15-016
135 Stewardship Partners Rain Gardens for Underserved Communities- grant amendment
136 subject to final language approved by legal (4 ayes, 0 nays)

137 Prinsen moved; Ledbetter seconded Passed unanimously a motion to approve the Mason
138 Shoreline Friendly Grant appendix to the Mason ILA (4 ayes, 0 nays)

139 Prinsen moved; Ledbetter seconded Passed unanimously a motion to approve the purchase
140 of newer re-furbished furniture for suite 130 to add more cubicles and replace old ones (4
141 ayes, 0 nays)

142