

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

January 11, 2016

1 **Supervisors Present:** Dick Ryon – Chair, Bill Knutsen – Vice Chair, Max Prinsen – Auditor, Jim
2 Haack, Jason Salvo

3 **Associate Supervisors Present:** None

4 **Guests Present:** Shawn Bunney, Shana Joy (WSCC)

5 **Staff Present:** Ava Souza – Clerk, Brandy Reed, Josh Monaghan, Deirdre Grace, Rachel Konrady,
6 Katie Pencke, Janice Babbitt, Shanna Hobbs

7 **NRCS Staff Present:** Clare Flanagan

8 Chairman Ryon called meeting to order at 5:00 pm.

9 Introductions were made and the agenda was set. Ryon added under item eight in New Business
10 Eric Frimodt's new contract to be reviewed. Knutsen added an item to formalize the process to
11 move forward with a law suit.

12 **Ryon moved; Prinsen seconded passed unanimously a motion to approve the agenda (5 ayes,**
13 **0 nays)**

14 **Consent Agenda:**

15 Chairman Ryon then reviewed and read off all Action Item numbers for the Consent Agenda.

16 **Knutsen moved; Prinsen seconded passed unanimously a motion to approve the consent**
17 **agenda (5 ayes, 0 nays)**

18 **Public Comment:** None

19 **Presentations:**

20 AG Drainage – Pencke

21 Monaghan then introduced Katie Pencke as the Agricultural Drainage Project Coordinator, and
22 announced she will be leaving the District to move to Whatcom. Pencke gave a presentation on
23 the Ag Drainage projects implemented in 2015 and the need for 2016. There was then a discussion
24 on the impacts of the projects and potential challenges with implementation in areas that have had
25 native riparian buffers installed.

26 **Executive Session:**

27 Ryon called for Executive Session for thirty minutes from 5:30pm to 6:00 pm. At 6:00pm the
28 Board asked that the Executive session be extended for ten minutes. The meeting reconvened at
29 6:10pm. No announcements were made.

30 **Finance:**

31 AI 16-001 A motion to approve check numbers 17189 through 18072 for a total of \$669,125.81
32 non-payroll EFT's totaling \$36,980.40 and December 2015 payroll for \$132,173.97 – Souza

33 Souza then reviewed the finance packet, explaining the first item will be normal December check
34 register and EFT payroll. Souza stated there were no end of year surprises, and everything was as
35 expected.

36 **Prinsen moved; Salvo seconded passed unanimously a motion to approve AI 16-001 A motion**
37 **to approve check numbers 17189 through 18072 for a total of \$668,125.81 non-payroll EFT's**
38 **totaling \$36,980.40 and December 2015 payroll for \$132,173.97 (5 ayes, 0 nays)**

39 Year End Overview - Souza

40 Souza stated the next finance item for the Board is to review a report from MIP, and this is the
41 final report for the year. Souza stated it was projected to come in at shortfall of \$555,000, but did
42 not, and came out in the green under budget for \$325,868. Souza explained this was due to the
43 delay of programs without sacrificing programmatic work, and there was more revenue than
44 thought from rates and charges, which also allowed the purchase of a vehicle at end of December
45 in 2015.

46 There was then a discussion about the Auburn farmer's market. Monaghan stated the next step
47 with the Food Grant Program is to provide markets with the ability to accept EBT electronically.
48 Monaghan noted that Auburn has the highest introduction of lunch participation and lower income,
49 and made a compelling case that they would be a good community for EBT.

50 Souza asked if anyone had any other questions about the December numbers and year end. No
51 questions were asked.

52 2016 Budget – Management Team

53 Monaghan then spoke on the 2016 and the budget binders stating they were similar to those
54 presented at the last meeting. Monaghan pointed out that the table of contents had five sections:
55 the program of work, the 5 year projection and budget strategy, the revenue and expense, chart of
56 accounts, the budget worksheets by program group, and the employee staffing by program group.
57 Monaghan then spoke of the five year projected budget strategy and hiring a grant writer, who is
58 projected to bring in \$100,000 in revenue. Monaghan explained in 2015 there was \$881,316
59 difference with a net of \$325,868, which is dollars that can go to the unrestricted reserve. The net
60 at the end of five years is \$810,469 in the negative, which includes dipping in to the contingency
61 fund of \$1.6 million. Monaghan also stated rate collections are anticipated to increase each year.
62 Salvo asked why, and Monaghan explained it is because there will be more parcels which will

mean more money. Monaghan then spoke on the operating budget for 2016, which includes grants coming in and program expenses, and the difference between revenue and expenses this year. Monaghan described the budgets by each program group, and how staff time is spent. Ryon stated he has seen people push hard on the margins and discussions, he has full confidence in this product, and it is doable and the effort put in over the next year to make it work is appreciated.

Knutsen moved; Ryon seconded a motion to approve the 2016 budget as presented (5 ayes, 0 nays)

New Business:

Brief local regional PSP AA Near Term actions

Reed then spoke on the Puget Sound Partnership (PSP) and near term actions (NTA) that were submitted by KCD, which are in alignment with the five year implementation plan. Reed stated KCD put together three NTA proposals and were partnered to twelve, and the local NTA are what KCD did in partnership with the PSP. Reed explained were intended to bring regional partners to do work on freshwater technical assistance, more agricultural assistance, and marine shoreline assistance. Reed stated the regional NTA from the Caucus is a low impact development partnership targeting urban areas to reduce storm water runoff.

There was then a discussion on the KCD local NTA, PSCD Caucus NTA, and NTA with other regional partners. Reed stated she is looking for the Board to concur with the NTAs as potential projects, and the PSP has four bodies, a strategic initiative transition team, and is consulted in reviewing every NTA, which is over 300, then ranking them and making decisions. If these projects rank high enough to get federal funding through the EPA National Estuary Program, then we would have money to help funding, but they want to know the organizations are on board. Knutsen stated it is good and four years ago no one would know who or what a conservation district is, and Salvo stated that this is the fifteen out of 300 they are interested in. There was then a motion to enthusiastically endorse and support the local and regional NTA's that the partnership has submitted.

Knutsen moved; Prinsen seconded that the Board endorses and supports the PSP 2016 Action Agenda Near Term Action submittals from the King CD, PSCD Caucus, and other regional partners (5 ayes, 0 nays)

Inslee, Best, Doezi & Ryder, P.S. Contract

Souza stated she spoke with Eric Frimodt, and every couple of years he provides a new agreement. Souza stated it is an amendment to move forward with him to provide legal counsel on matters of agreements and other legal documents, lawsuits, as well as consult with and advise employees on district matters, attend board meetings, and any other duties. Souza explained there is not much difference except their fee has increased from \$260 per hour to \$275 per hour, and the contract can be terminated at any time.

Prinsen moved; Knutsen seconded a motion to approve the Inslee, Best, Doezi & Ryder, P.S. Contract (5 ayes, 0 nays)

There was then a discussion on a settled lawsuit brought against King and Pierce Conservation Districts regarding the legality of the assessments collected, and the prospect of seeking to have the settlement amended and gaining access to that money. Knutsen stated that by September or October the county wants information, and there was then a discussion on the different options to finalize the lawsuit. No decisions were made.

Unfinished Business:

Operations Update:

Souza reminded the Board that January 19th at 5:00pm is the final day the commission will accept applications for the open supervisor position. Joy then stated that Bill Eller was the central Washington regional manager, but is now a voluntary stewardship program coordinator, but he will retain his elections oversight, so he will still answer elections questions, but they will be recruiting for a regional manager.

There was then a discussion on legislative corridors on February 22-23. Reed explained how this will be an opportunity to thank legislatures and give updates on the election process. Reed asked if the Board can go and the more who go, the more that can get done, and rooms are already reserved. Knutsen stated legislatures are receptive and their staff are very good and good listeners. Reed asked who would want to be part of the discussion of what to bring to the legislatures. Prinsen and Knutsen agreed to meet, and Haack stated he will follow up.

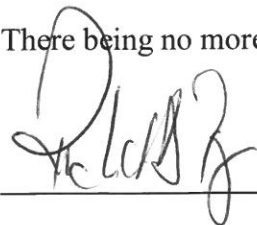
Chairman Comments (Executive Director update):

There was then a discussion on the Executive Director job description and the timeline for posting and filling the position. Souza stated that the content is there, but it needs to be refined and finalized.

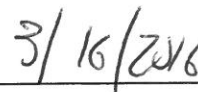
Joy then made a comment that the next regular Commission meeting is January 20-21 in Bremerton, and the Commission will be working with WACD on talking points.

Prinsen moved; Knutsen seconded passed unanimously a motion to adjourn the meeting at 8:31pm (5 ayes, 0 nays)

There being no more business before the board, the meeting was adjourned at 8:31 pm.



Authorized Signature



Date

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Summary of Motions

133 Ryon moved; Prinsen seconded passed unanimously a motion to approve the agenda (5 ayes,
134 0 nays)

135 Knutsen moved; Prinsen seconded passed unanimously a motion to approve consent agenda
136 (5 ayes, 0 nays)

137 Prinsen moved; Salvo seconded passed unanimously a motion to approve AI 16-001 A motion
138 to approve check numbers 17189 through 18072 for a total of \$668,125.81 non-payroll EFT's
139 totaling \$36,980.40 and December 2015 payroll for \$132,173.97 (5 ayes, 0 nays)

140 Knutsen moved; Ryon seconded a motion to approve the 2016 budget as presented (5 ayes,
141 0 nays)

142 Knutsen moved; Prinsen seconded that the Board provides support for the PSP 2016 Action
143 Agenda Near Term Action submittals from the King CD, PSCD Caucus, and other regional
144 partners (5 ayes, 0 nays)

145 Prinsen moved; Knutsen seconded a motion to approve the Inslee, Best, Doezi & Ryder, P.S.
146 Contract (5 ayes, 0 nays)

147 Prinsen moved; Knutsen seconded passed unanimously a motion to adjourn the meeting at
148 8:31pm (5 ayes, 0 nays)

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