

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

9/9/2019

1 **Supervisors Present:** Dick Ryon – Chair, Burr Mosby – Vice Chair, Bill Knutsen – Auditor, Kirstin
2 Haugen

3 **Associate Supervisors Present:** Rachel Molloy

4 **Guests Present:** Julie Wise, Bryan Finney, Sheila Nix, Aileen Kim

5 **Staff Present:** Bea Covington, Ava Souza, Lindsey Davidson, Jessica Saavedra, Laura Redmond,
6 Mary Embleton, Deirdre Grace, Brandy Reed, Josh Monaghan, Carrie King

7 **Preliminary Matters:**

8 Chairman Dick Ryon called meeting to order at 5:04p.m. All attendees introduced themselves.
9 Ryon asked for additions or corrections to the current agenda.

10 Souza requested the Minutes from the 8/26/19 Special BOS Meeting be pulled from the agenda.
11 Ryon accepted the change.

12 **Knutsen moved; Mosby seconded passed unanimously a motion to approve the agenda as**
13 **amended (4 ayes, 0 nays)**

14 **Consent Agenda:**

15 Ryon read the consent agenda items aloud.

16 a) ~~Board Minutes: 8.26.2019 Special BOS Meeting~~

17

18 b) KCD LIP Applications:

19 1) AI 19-075: K. Beattie-Massie: Riparian Forest Buffer

20 2) AI 19-076: C. Sianchuck: Riparian Forest Buffer

21 3) AI 19-077: Baerwald: Hedgerow

22 4) AI 19-078: Charleson Place HOA: Hedgerow

23

24 c) Member Jurisdiction Grant Applications:

25 1) AI 19-079: City of Newcastle - Newcastle Citizen Survey: Stormwater Awareness,
26 Attitudes, and Behavior

27 2) AI 19-080: City of Bellevue - Bellevue Parks Open Space Forest Health
28 Assessment

29

30 **Knutsen moved; Haugen seconded passed unanimously a motion to approve the consent**
31 **agenda as amended (4 ayes, 0 nays)**

32 **Public Comment:** None

33 **Pulled Consent Agenda Items:** 8/26/19 Meeting Minutes

34 **Finance:**

35 1) AI 19-081: A motion to approve check numbers 21958 through 22033 for a
36 total of \$546,945.71; non-payroll EFT's totaling \$640.82; Bank Fees of
37 \$33.00; and August 2019 payroll for \$225,225.27
38

39 Souza distributed the Financial Packet for the month of August. She explained that was reviewed
40 by the Finance Committee earlier this evening. She continued that she would be happy to review
41 and answer any questions in detail at the 4th Monday of the month meeting.

42 Knutsen confirmed that vendors, contractors, expenses, transfers, and all financial items are all
43 assessed and detailed prior to the Board Meeting by the Auditor and the Finance Committee.

44 **Knutsen moved: Mosby seconded passed unanimously a motion to approve AI 19-**
45 **081: A motion to approve check numbers 21958 through 22033 for a total of**
46 **\$546,945.71; non-payroll EFT's totaling \$640.82; Bank Fees of \$33.00; and August**
47 **2019 payroll for \$225,225.27 (4 ayes, 0 nays)**

48 **Presentations:**

49 1) Regional Food System Grant Program Update – Embleton
50

51 Embleton stated that this presentation highlights this year's Regional Food Systems grant
52 applications. See PowerPoint Presentation attached.

53 2) KCE Elections/Democracy Live Election Presentation - Julie Wise/Bryan Finney
54

55 Covington gave a brief overview of the current conservation district election issues and goals for
56 the next election.

57 Wise introduced herself and her experience with King County Elections. She has been working
58 with elections for the past 19 years and has been Director at King County Elections for the past
59 four years. Finney and Wise gave a presentation on Democracy Live and their potential partnership
60 with King County Elections. See PowerPoint Presentation attached.

61 Wise proposed the next election date would be February 11, 2020 which is the same day as
62 Washington State's special election.

63 Nix introduced herself and the work that she does with Tusk Philanthropies. She gave examples
64 of some election issues she's encountered and resolved, especially in areas of the military. She
65 spoke in detail about the security of online elections and the entities that have vetted their security

66 such as Homeland Security and the FBI. She confirmed that Democracy Live has been tested and
67 passed security measures.

68 Knusten asked how long Tusk Philanthropies funding would be available.

69 Nix confirmed they would be funding the next election and potentially additional years based on
70 its success in voter turnout, security, and user likeability.

71 Knutsen asked if we do not receive funding from Tusk, how would the election process be paid
72 for. Covington stated that this is an issue that we will have to contend with. It is a bit of a catch
73 22 in that the more participation there is, the higher the cost but we do want increased participation.
74 Souza confirmed that she has done the analysis with our previous vendor, and if we were to engage
75 them to run an election with 40-60,000 participants the cost would be similar, if not higher.

76 Ryon asked if there is a way receive data on voter demographics. Wise confirmed with a bigger
77 voter turnout KCE would be able to provide the same types of analysis that they provide for other
78 elections that KCE runs.

79 Nix and Finney both agreed that outreach, advertising, and community engagement will be a huge
80 factor in the next election's success.

81 Finney gave a demonstration on the Democracy Live website of what the voter experience would
82 be like. He circulated a completed sample ballot to show what it would look like.

83 There was Board discussion about pre-paid postage, ballot drop off boxes, signature verification,
84 supported internet browsers and mobile friendly accessibility. Wise explained that the postal
85 service is not currently set up to allow for pre-paid envelopes in a vote by mail situation.

86 Wise explained the project team roles and responsibilities throughout the voting process.

87 Haugen asked questions about the cost. Covington broke down the costs of the 2020 elections if
88 we use Democracy Live. She continued that if the election is successful, there may be opportunity
89 to push state legislature to provide funds to cover the cost of elections. Souza mentioned the cost
90 of the election this year and in previous years.

91 Wise concluded that this proposal is groundbreaking, not just for King County, but statewide and
92 on a national level. The cost is small for the impact that it can make. Finney agreed with the
93 sentiment.

94 Break was called by Chairman Ryon at 7:03pm. The meeting was reconvened at 7:19pm

95 **New Business:**

96 1) AI 19-082: Authorization of Executive Director to enter into a contract with King County
97 Elections/Democracy Live
98

99 Ryon led a discussion with Board about how they felt about Democracy Live and King County
100 Election after seeing their presentation. There was a consensus that the proposal is creative,
101 innovative, and an interesting process.

102 Covington and Souza explained that there is no detailed contract to sign at this time, however, we
103 do need approval to move forward with public noticing and working with King County Elections
104 on cost and vendors.

105 **Mosby moved; Knutsen seconded passed unanimously a motion to approve AI 19-082**
106 **approving authorization of Executive Director to enter into a contract negotiation with King**
107 **County Elections and Democracy Live (4 ayes, 0 nays)**

108 2) Board Committees and Task Forces – Ryon/Covington
109

110 Ryon expressed the importance of the Board sub-committees. He specifically cited the work that
111 is done in the advisory committee, finance committee, and grant sub-committee. Ryon called for
112 a reenergizing of the Board members to attend these meetings, as well as encouraged the newly
113 elected board supervisor and appointed associate board supervisors to become a part of these
114 committees.

115 Covington emphasized the importance of a supervisor to be a part of the Advisory Committee,
116 especially during a time of budget proposals. She wants members to think of these committees as
117 working groups, not necessarily decision-making meetings.

118 Ryon shared the list of committees and assignments with the group (See attached). If anyone is not
119 interested in or able to fully participate in the committee that they have been assigned to, they
120 should communicate directly with Ryon.

121 Going forward, the committee members will be the lead on work pertaining to the topic area for
122 the committee. Board members wishing to work issues related to those committees should
123 coordinate their efforts with the committee.

124 There was a discussion about quorum and noticing if more than two board members participate in
125 in committees.

126 Haugen suggested to have all meetings noticed so board members and the public could attend.

127 Souza and Covington explained the noticing and record keeping requirements associated with
128 formal meetings and suggested that since these committees were more “work group” than decision
129 making in nature it would be prudent to start with limiting participation to two supervisors. Any
130 decisions or recommendations originating at the committee level would be brought from the
131 committees to the full board for consideration and action in an open public meeting.

132 3) Road to 2020 Update – Ryon/Covington
133

134 Ryon and Haugen shared their impressions from their meetings with city council members. Other
135 Board members have not had meetings with elected officials. KCD has engaged NWP Consulting
136 to help move the proposal that was submitted on August 1st through the Council process. The
137 Road to 2020 committee includes Supervisors Dick Ryon and Burr Mosby and Associate
138 Supervisor Rachel Malloy. This group supported by Covington and Grace will coordinate efforts
139 to engage Council leading up to a vote.

140 4) WACD October Area Meeting Resolutions – Reed

141
142 Supervisors Haugen and Knutsen, and Associate Supervisor Porter will form the
143 WACD/Legislative Committee, which will focus on long term election reform. The Committee
144 will be staffed by Reed and will coordinate with Souza and the Commission Elections Committee.
145 Reed stated that tonight is the beginning of a discussion for policies, legislation, and resolutions to
146 be brought forward to the WACD Area meeting, then to the WACD Annual Meeting and
147 eventually the NACD Annual Meeting. She briefed on the process of how resolutions are brought
148 to WACD for vote. Voting on resolutions will happen at this year's Annual Meeting the first week
149 of December in Pierce County-area. Area meetings are happening in throughout October where it
150 will be decided by representatives from all the conservation districts which resolutions should be
151 brought forward at the Annual Meeting. KCD is in the Northwest area and that meeting is on
152 October 9th. She empathized the importance of all board members attendance of the WACD
153 Annual Meeting, especially because it is local this year. The resolutions that are passed at WACD
154 are brought by a representative to NACD. The Area and Annual meetings are "one supervisor,
155 one vote". If a supervisor is unable to attend they may delegate their proxy to an Associate
156 Supervisor, but that delegation must occur at a formal BOS meeting.

157 Reed said that there will be a special BOS meeting at the end of the month discussing resolutions
158 that the Board would like to present at WACD.

159 Reed circulated a packet of 3 drafted resolutions that Whatcom CD is considering proposing. She
160 went into detail of each proposed resolutions. The work group will review these resolutions and
161 share their input at the BOS meeting at the end of the month. The work group can elect to support
162 these resolutions, modify them or adopt proposals of their own.

163 The Board discussed bringing Haugen's Election Resolution from last month's meeting. Haugen
164 will work with Reed to put her resolution in the recommended format for consideration.

165 As final items, Covington stated that she will be reinstating the "Week in Review" email on Fridays
166 to keep Board members better apprised of all the events and activities.

167 Covington also stated that we will notice a 4th Monday standing work session for the BOS so that
168 if the full board needs to meet to consider an item, they will have that option.

169 The first such meeting will be noticed for September 23rd. There will be a Zoom meeting option.

170 The Board also requested that staff review timelines and submission deadlines so that BOS packets
171 can be in the mail no later than close of business the Monday before the first meeting of the month.
172 The Board also requested that an electronic copy of the packet be made available at the same time.

173 **There being no more business before the board, the meeting was adjourned at 9:28 pm.**

174

175 William M. Knutsen 11-18-2019
176 Authorized Signature Date

177

178 **Summary of Motions**

179 **Knutsen moved; Mosby seconded passed unanimously a motion to approve the agenda as**
180 **amended (4 ayes, 0 nays)**

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182 **agenda as amended (4 ayes, 0 nays)**

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