

KING CONSERVATION DISTRICT

Board of Supervisors
Meeting Minutes

2/8/2021

1 **Supervisors Present:** Burr Mosby –Chair; Kirstin Haugen – Vice Chair; Bill Knusten – Auditor;
2 Jim Haack – Supervisor; Chris Porter - Supervisor

3 **Associate Supervisors Present:**

4 **Guests Present:** Jean Fike – WSCC; Sarah Reyeveld; Cynthia Krass – Snoqualmie Valley
5 Watershed Improvement District; Ed Rogan-Valtas Group; Jordan Jobe – WSU Puyallup; Amy
6 Burton – Valtas Group; Cynthia Setel

7 **Staff Present:** Ava Souza, Brandy Reed, Deirdre Grace, Lindsey Davidson, Liz Clark, Mary
8 Embleton, Carrie King, Ashley Allan, Laura Redmond, Jessica Saavedra, Liz Stockton, Nikki
9 Wolf, Alex Martinsons, Megan Weldon

10 **Preliminary Matters:**

11 Chairman Mosby called the regular meeting to order at 2:02 pm. All attendees introduced
12 themselves. Mosby asked for additions or corrections to the current agenda.

13 **Haugen moved; Haack seconded passed unanimously a motion to approve the agenda (5**
14 **ayes, 0 nays).**

15 Mosby indicated that the Board would be moving into an Executive Session for the purpose of
16 evaluating the qualifications of an application for public employment. Mosby stated that the topic
17 would last approximately two hours, unless extended. The Board moved into an executive session
18 at 2:06 pm using a separate teleconference line.

19 The regular board meeting was reconvened by Mosby at 4:04 pm

20 **Consent Agenda:**

21 Mosby read the consent agenda items aloud and all items were voted on.

- 22 a) Board Minutes – 12/7/20 Grant Sub-Committee Meeting, 1/4/21 Grant Sub-Committee
23 Meeting, 1/6/21 Special BOS Meeting, 1/11/21 BOS Meeting, 1/13/21 Special BOS
24 Meeting, 1/14/21 Special BOS Meeting, 1/26/21 Grant Sub-Committee Meeting, 1/27/21
25 Special BOS Meeting
26 b) LIP Applications –
27 1. 21-010: Michael Blakely – Stream Crossing
28 2. 21-011: Chris Feist – Budget Revision Request – Forest Health Management
29 c) Member Jurisdiction Grant Applications –
30 1. 21-012: City of Bellevue – Tree Giveaway
31 2. 21-013: City of Auburn – 2021 Auburn International Farmers Market
32

33 Knutsen made a recommendation to evaluate all agricultural drainage projects in the Snoqualmie Valley.

34
35 **Haack moved; Knutsen seconded passed unanimously a motion to approve the consent**
36 **agenda (5 ayes, 0 nays).**

37 **Public Comment:** None

38 **Finance:**

39 a) AI 21-014: A motion to approve check number 23183 through 23229 for a total of
40 \$450,442.71; non-payroll EFTs totaling \$6,919.55; Bank Fees of \$173.00; Void Check of
41 \$0.00; and January 2021 Payroll for \$211,111.48 – Souza

42
43 **Knutsen moved; Haugen seconded passed unanimously AI 21-014 a motion to approve**
44 **check number 23183 through 23229 for a total of \$450,442.71; non-payroll EFTs totaling**
45 **\$6,919.55; Bank Fees of \$173.00; Void Check of \$0.00; and January 2021 Payroll for**
46 **\$211,111.48 (5 ayes, 0 nays).**

47
48 Souza briefly reviewed the check register and confirmed that there will be a full report given to
49 the Board at the next Finance-Sub Committee meeting. Souza stated the audit is currently
50 underway, and that the auditor will be on site on Tuesdays and Thursdays until completed. She
51 also noted that unemployment insurance rates have gone up by 65% for 2021 which will affect
52 payroll costs.

53 Haugen asked for a status update on the 2020 close out. Souza estimated that the District will break
54 even or have a small amount of cash leftover.

55 Haugen asked for a status update on work plans. Souza stated that Lavigne was working with staff
56 on work plans, but her understanding is work plans are due by February 15th.

57 **New Business:**

58 a) Executive Director Search Update – Valtas Group

59 **Porter moved; Haugen seconded passed unanimously AI 21-017 a motion authorizing the**
60 **Chair and Vice Chair to take next steps to place a new interim executive director (5 ayes, 0**
61 **nays).**

62 Rogan introduced himself and overviewed first steps in the executive director search.

63 Haugen asked if a search committee introductory meeting could be scheduled. Rogan agreed it
64 would be a good idea to put together a broad timeline, define how long each step would take, and
65 to put meetings and deadlines on the calendar early.

66 Haugen stated the Advisory Committee is eager to hear about the process and would be open to
67 holding a special meeting to discuss timeline and candidates.

68 b) King County Council Presentation

69 Grace announced the District is scheduled to present at the Local Services Committee meeting on
70 February 23rd. She confirmed KCD has 30 minutes on the agenda and will be highlighting 2019
71 and 2020 projects in every district to show the depth and breadth of our work. She noted that
72 Mosby and Haugen, as well as primary staff support Dostal, Grace, and Reed will be presenting.
73 Grace and Haugen encouraged all to attend virtually.

74 c) AI 21-015: Regional Food Systems Grant Program Recommendations

75 Embleton stated that there were 19 full proposals received in the first round of applications. She
76 explained that the program has both strategic initiatives funding as well as competitive grant
77 funding and that the proposals submitted were for competitive grant funding. Embleton continued
78 that after review, 13 proposal were approved. She also noted that there is approximately \$43,000
79 remaining from the first round that can be used towards second round proposals.

80 Haugen asked if we could reconsider proposals that weren't approved, or award approved
81 proposals with additional money to spend down the entire fund.

82 Embleton stated it was discussed in the working group, but it was decided to rollover the funds to
83 the next round.

84 Porter expressed the importance of inclusion and equity and urged the funds be released to those
85 applicants that may have different circumstances or be in greater need.

86 **Haugen moved; Knutsen seconded passed AI 21-015 a motion to adopt the Grant Sub-**
87 **Committee's recommendations for the Regional Food System Program grant awards for**
88 **2020 (4 ayes, 1 nays).**

89 **Unfinished Business:**

90 a) Election Update – Souza

91 Souza confirmed there was a total of ten candidate submissions this year, and only one has dropped
92 out as of today. She stated that candidate names and statements are available on the website. As a
93 reminder, Souza stated that the election will be from March 1st through March 23rd and that ballots
94 will be available online. She continued that there will also be printed out ballots available outside
95 the KCD office for voters to pick up and mail in to King County Elections office. She added ballots
96 postmarked by the 23rd will be accepted until March 26th.

97 Souza continued to explain that the final invoice for outreach postcards came in higher than what
98 was presented to the Board.

99 There was Board discussion on how to fund the additional cost and other advertising in place.

100 **Haugen moved; Porter seconded passed unanimously AI 21-018 a motion to take up to**
101 **\$50,000 out of the election reserve to fund outreach for the upcoming election. (5 ayes, 0**
102 **nays).**

103 Souza explained that it has been a challenge to accommodate disabled voters, specifically with the
104 ballot signature line and signature verification. She continued that she has been working with
105 Democracy Live and KCE to come up with solutions and will be modifying the ballot template to
106 cater to those having difficulty with online voting.

107 Haugen asked about mailing out ballots. Souza confirmed there will be a March 16th deadline for
108 mailing ballots to those with special circumstances.

109 b) Advisory Committee – Grace

110 Grace announced that tomorrow, February 9th, will be the first Advisory Committee meeting of
111 2021. She continued they are most interested the executive director search. Grace added that the
112 Advisory Committee will be meeting every other month with optional topic meetings as needed in
113 between.

114 c) AI 21-016: Trees & Stormwater Phase 3/iTreeHydro – Reed

115 Reed provided an overview of the project and the different phases associated since its original
116 funding in 2016. Reed summarized the project is an effort to elevate trees to assist with water
117 runoffs. She continued to explain the tasks completed in earlier phases of the project and that this
118 phase will condense all of the resources and data collected to be readily accessible to the districts.

119 **Knutsen moved; Haugen seconded passed unanimously AI 21-016 a motion to approve the**
120 **scope of work for the Urban Tree & Forest Canopy Cover Toolkit Phase II Grant and**
121 **authorizing the Board Chair to sign the associated grant agreement (5 ayes, 0 nays).**

122 Mosby stated that the District and the Board are fully committed to the bargaining unit process
123 and working diligently to come to an agreement. Mosby added if employees have any questions,
124 they should contact PERC or their union representatives.

125 **Executive Session:**

126 Mosby indicated that the Board would be moving into an Executive Session for the purpose of
127 discussing collective bargaining and the review of a public employee. Mosby stated that the topics
128 would last approximately 30 minutes, unless extended. The Board moved into an executive session
129 at 4:59 pm using a separate teleconference line.

130 The Board requested an additional 10 minutes be added to the Executive Session at 5:30 pm. The
131 Board requested an additional 10 minutes be added to the Executive Session at 5:40 pm. The Board
132 requested an additional 10 minutes be added to the Executive Session at 5:50 pm. The Board

133 requested an additional 20 minutes be added to the Executive Session at 6:00 pm. The Board
134 requested an additional 5 minutes be added to the Executive Session at 6:20 pm. The Board
135 requested an additional 5 minutes be added to the Executive Session at 6:25 pm. The Board
136 requested an additional 5 minutes be added to the Executive Session at 6:30 pm. No decisions,
137 actions, or motions were made following the session. The regular board meeting was reconvened
138 by Mosby at 6:36 pm

139 There was no more business before the Board.

140 Mosby adjourned the meeting at 6:37 pm.

141

142  _____

143 Authorized Signature

3-22-21

Date

144

145

Summary of Motions

146 **Haugen moved; Haack seconded passed unanimously a motion to approve the agenda (5**
147 **aves, 0 nays).**

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149 **agenda (5 ayes, 0 nays).**

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