

SPOKANE CONSERVATION DISTRICT
4422 E 8th Ave, Spokane Valley, WA 99212
BOARD MEETING MINUTES
Tuesday, November 14, 2023

Attendees

Supervisors in person: Vice Chair Tom Miller, Jaki Shrauger, Wendy Knopp

Attending by phone: Jerry Scheele

Absent: Chair Randy James

Associate Supervisors: Scott Noble and Sara Schlake

SCD Staff: Vicki Carter, Cori Turntine, Hilary Sepulveda, Jeannie Jesseph, Jess Brown, Jeff Cunningham, Jacob Taylor, Matt Stewart

Visitors: Mike Baden

Opening of Meeting

The meeting was a hybrid of on-site and remote attendees using the Microsoft Teams app to connect the participants.

Vice Chair Tom Miller called the meeting to order at 4:00PM and led the Pledge of Allegiance.

Carter noted that in accordance with RCW 42.30.110, at 5:45pm there would be an Executive Session regarding the performance of a public employee, expected to last fifteen minutes.

Minutes/Treasurer's Report

Acceptance of Consent Agenda

The Consent Agenda was previously distributed. The board accepted the Consent Agenda items consisting of:

- November 14, 2023, Board Agenda
- October 10, 2023, Regular Board Meeting Minutes
- October 2023 Treasurer's Report
- November 2023 Payables Report

Motion Shrauger/Knopp to accept the Consent Agenda, including the November Payables Report for \$541,133.37. Motion carried.

Shrauger verified that the financial accounts matched the bank statements.

New Business/Linkage to Community

None

Governance Culture

WSCC Report: Baden shared the Commission held a special meeting last week to determine next steps in the hiring process for Executive Director, where it was decided to move forward with negotiations with their top candidate. The Commission will hold a meeting on November 30, 2023, where they expect to make an appointment for the Executive Director.

He also reported that the Central Area Commissioner is up for election with the incumbent deciding not to run for reelection. Board Supervisors may cast their vote electronically from November 27th – 30th, 2023 and a link will be sent via email.

Public Comments: None

Financial Report:

Approval is needed for two WSCC Grant Addendums, including 24-40-NRI and 24-40-FH. 24-40-NRI totals \$81,222 and will be split between three projects. The Fricke project has been allotted \$21,000 for a fifty-foot fencing buffer and an off-creek watering system. \$12,000 is allocated for the Larson project for post-fire recovery practices, including erosion control. The Massender project is budgeted for \$48,222 to be used for stream restoration, involving bank stabilization and the establishment of diverse riparian vegetation.

Grant 24-40-FH, the Forest Health and Resiliency program, totals \$331,000. \$95,000 has been allotted to marketing services for the Firewise program. \$111,000 is to be used for payroll and travel related to Firewise assessments, forest health technical assistance, workshops, and assisting communities with the development or updating of their Firewise programs. The remainder of the budget, \$125,000, is allocated for HIZ cost-share contracts.

Motion Knopp/Shrauger to approve the addendums to two WSCC Award Contracts, including 24-40-NRI and 24-40 FH. Motion carried.

Turntine reviewed the second draft of the proposed 2024 budget, delving into each category and any changes. Overall, the proposed 2024 budget projects a surplus at the end of the year in the amount of \$64,331.91. Turntine will present the next iteration of the 2024 budget at the next board meeting scheduled for December 12, 2023.

2024 Election Resolution:

Jesseph presented the 2024 Election Resolution for approval. Our 2024 Supervisor election will be a mail-in election held on March 12, 2024. Legal notice will be posted in the Spokesman-Review as well as our website.

Motion Shrauger/Knopp to approve the 2024 Election Resolution #EL23.11.14 as written. Motion carried.

Staff Reports

Taylor shared a Water Resources update, stating that the Little Hangman Creek project has been completed and native wildlife have already been spotted at the site, including a beaver, herons, and other birds of prey. Planting will conclude this week at Hangman Creek Riparian Pilot Program site. Taylor stated that Edelen has submitted a DOE Riparian grant and will be applying for a feasibility study to be done at Marshall Creek.

Cunningham stated that graffiti has been found on the campus adjacent to 8th Avenue and he will be working on mitigating that.

Stewart provided a Forestry update, reporting that their team has been busy with Firewise and Post-fire assessments and technical assistance visits. Stewart and Ramirez attended the PNW ISA Training conference in Tacoma and Stewart shared that the Forestry Field Day hosted at the Quarry was a well-attended success.

Sepulveda shared that the Farm and Food Symposium is November 15-16th and a great lineup of speakers has been secured, including Dr. Jonathan Lundgren. Planning for the Inland Tree Conference, scheduled for January 11-12, 2024, continues, and Sepulveda has also been assisting with the upcoming SHMK capital campaign.

Brown stated that she and Jesseph attended the WSCC Election Training webinar, and that Jesseph assisted her with voucher training. Brown will also be providing admin assistance to the Forestry Department's CPDS HIZ cost-share contracts.

Jesseph shared that she's been processing multiple grant vouchers this month.

Turntine reported she has spent considerable time collaborating with the US Forest Service and EPA regarding the \$6M Apprenticeship program grant we have been awarded. Much time has been spent digging into and fine-tuning the proposed 2024 budget as well.

Director's Report

Carter shared that she was contacted by Senator Schoessler regarding Fire Recovery. She met with Terri Cooper, the Mayor of Medical Lake, and they came up with a configuration of categories that need to be funded. Carter is working on putting numbers together that will be presented to Senator Schoessler.

On Thursday Carter, along with Tyler from Four Roots, our committed private partner in the SHMK, will be traveling to Olympia to speak in front of the CERB board to discuss their request of \$1.2M to move forward with the construction of the Scale House Market and Learning Kitchen.

Carter reported that numbers came back for the event center space in the Aspen building. For a flex space of two hundred occupants, which would require a Class A occupancy category, construction costs would be approximately \$1.1M. Alternatively, if we moved to a Class B category, with 90 attendee/occupancy, costs would be around \$668K.

She shared that she received a call from Regus, a company that specializes in shared office space rental. They are interested in the vacant space of the Aspen building. SCD would be responsible for TI, IT equipment, and operating costs of staff to manage and market the available space. The SCD would then receive a percentage of their revenue share. Carter stated that the Performa shared by Regus shows the SCD running in the red through year three of the proposed ten-year contract. However, the language in the contract also states that SCD is responsible for all termination costs, building upkeep, and maintenance. It was decided that no decision was to be made at the present time, but that further information is needed to determine the best use of space at the Aspen building.

Carter reminded the Board that there would be an employee recognition and open house on December 7th, 2023, from 1:00pm to 4:30pm.

Executive Session

An Executive Session began at 5:45pm in accordance with RCW 42.30.110 regarding the performance of a public employee. The meeting was an estimated 30 minutes, and the regular board meeting reconvened at 6:00pm. At 6:15 pm it was announced the Executive Session would continue for approximately 20 more minutes.

At 6:47pm the regular meeting reconvened. No further action was discussed or taken regarding this matter.

The board reviewed a letter from legal counsel regarding the trespassing and property damage caused by Thomas Askman. At this point, the board conferred with legal counsel's opinion to move forward with a court date of December 1.

Close of Meeting

Correspondence & Announcements

November 15-15, 2023, Farm and Food Symposium
December 7, 2023 Employee Recognition and Open House
January 11-12, 2024, Inland Tree Conference

Reading of the Motions

Carter read the motions.

Motion Shrauger/Knopp to accept the Consent Agenda, including the November Payables Report for \$541,133.37. Motion carried.

Motion Knopp/Shrauger to approve the addendums to two WSCC Award Contracts, including 24-40-NRI and 24-40 FH. Motion carried.

Motion Shrauger/Knopp to approve the 2024 Election Resolution #EL23.11.14 as written. Motion carried.

Meeting adjourned at 06:55pm.
Respectfully submitted by Jessica Brown.

Tom Miller, Vice Chair

Jaki Shrauger, Treasurer