



JEFFERSON COUNTY CONSERVATION DISTRICT

205 W. Patison St., Port Hadlock, WA 98339 - Phone (360) 385-4105 FAX (360) 385-4823

MINUTES OF THE OCTOBER 28, 2015 SPECIAL MEETING

Call to Order: By Chair Roger Short at 3:41 p.m., 205 W Patison Street, Port Hadlock, Washington
Supervisors Present: Julie Boggs, Lige Christian, Mike McFadden, Glen Huntingford, and Roger Short
Supervisors Excused: N/A
Associate Supervisors Present: None
Staff Present: Jill Zarzeczny, Jerry Clarke, and Tracy Kier
Also Present: Dave Vogel, WACD and Alan Stromberger, WACD

Purpose of Special Meeting: Chair Short reminded those in attendance that the purpose of the Special Meeting was to review the District's budget. The Board may, or may not, elect to take action on this subject. No other business would be discussed or transacted.

BUDGET REVIEW

A. Special Guest – Dave Vogel, WACD Executive Director – Chair Short introduced Dave Vogel, Executive Director of WACD, and Alan Stromberger, President of WACD, and thanked them for their attendance at the meeting. Chair Short proceeded with a brief background of the District, and the District's emphasis on meeting standards and requirements; improving practices; and identifying, securing, and maintaining the appropriate level of resources needed to provide District services. The Board has been focusing on the District's budget, and is in the process of analyzing all expenditures. Paying for WACD dues and attendance at the WACD annual meeting each year is, and has been, a concern for the Board when prioritizing expenditures, especially when it may affect the District's capacity to provide services, including staffing levels. Supervisor Lige Christian summarized by saying that, considering the Board's budget concerns and need to prioritize expenditures, they are considering whether or not they should continue to pay for WACD dues, and what value the District receives from its membership with WACD.

Mr. Vogel thanked the Board for the invitation and opportunity to meet with them. He is required to spend a lot of his time in Olympia because of his lobbying responsibilities, but likes to attend District meetings to see, on a closer level, just what the Districts are doing, and what WACD is doing, and can do, to help reduce some of the Districts' burdens so they can concentrate on the actual services and projects they are doing in their respective areas.

Mr. Vogel stressed the importance of effective communication between WACD and the Districts, and explained recent measures to improve the flow of communication. He is urging the WACD Area Directors to improve their communication with the Districts in their areas of representation, and encouraged the Board to communicate with their WACD Area Director. WACD is interested in the concerns and needs of the individual Districts, and wants to help the District Supervisors. Mr. Vogel outlined the educational offerings scheduled for the WACD annual meeting in December, the intent of which are to improve Supervisor leadership and communication abilities. Supervisor Glen Huntingford asked about how the District could increase WACD's knowledge of what the District is doing. WACD President Alan Stromberger stated it would be helpful if the District would forward its long and short term plans to the WACD Area Director so their needs could be more effectively represented to WACD.

With the assistance of Mr. Stromberger, Mr. Vogel briefly explained the primary duties of WACD, the emphasis being on lobbying for base funding for Districts through the legislature and other sources. Discussion followed, during which

time they reviewed, in part, the political process, shellfish issues and funding, partnering with local communities on stormwater issues, and WACD's desire to begin dialoging with legislators on the subject of funding Districts at a State level.

- B. Budget Task Update** – District Manager, Jill Zarzeczny explained that, based on information generated from analyzing the District's services and associated resources needs, there appears to be a \$65,875.06 gap in District funding. Ms. Zarzeczny distributed to, and reviewed with, the Board and attendees a listing of the District's current and potential programs and services. She also distributed current 2015-2016 funding projections, along with projections incorporating potential funding needs. Discussion followed, during which time the Board agreed with Ms. Zarzeczny's findings. As a first line of action, she recommended the Board consider providing feedback to the WSCC on the four Capacity Building Funding Options, and that the Board consider scheduling a meeting with Jefferson County to discuss the 2016 Funding Agreement between the District and the County.
- C. On-Going Budget Review** – Ms. Zarzeczny then distributed to the Board a copy of the four Capacity Building Funding Options provided by WSCC. Discussion followed. Mr. Vogel stated that these options may be tied to the District's elections, and cautioned them to carefully review these options to determine how they may affect the District's budget and election process. The Board agreed to table any action on this subject, pending additional review and discussion at the Board's November 4, 2015 regular meeting.

With regards to the Jefferson County Funding Agreement, Ms. Zarzeczny informed the Board that Jefferson County is currently engaged in the 2016 budget development process. Their budget is scheduled for approval consideration on December 14, 2015. The Board reviewed the District's services, budget projections, and resource needs, and compared that information to the funding contributions received from Jefferson County. The Board agreed that Supervisor Mike McFadden and Supervisor Lige Christian will work with Ms. Zarzeczny to schedule, organize, and attend a meeting(s) with Jefferson County to discuss, during their budget development process, their historical, current, and future level of contributions. General discussion on rates, charges, and partnering followed.

Ms. Zarzeczny informed the Board that the District has been awarded approximately \$4,000.00 in additional funds from the Russell Family Foundation to coordinate the completion of a portfolio of regional programs and services for use by the Puget Sound CD Caucus.

Mr. Stromberger stressed that WACD is here to serve the Districts. Mr. Vogel followed with an explanation of how WACD dues are utilized to serve the Districts, and the general funding sources and expenditures of WACD. Supervisor Christian asked if WACD would consider providing the District with a financial report listing WACD's funding sources, revenues, and expenditures. Mr. Vogel and Mr. Stromberger agreed to send that information to the Board. Mr. Vogel then stated that if the Board had to, based on the District's budget, decide between paying the 2015 WACD annual dues or paying for a Supervisor to attend the 2015 WACD annual meeting, WACD would agree to pay the registration, lodging, and meals for one JCCD Supervisor to attend the 2015 WACD annual meeting if the District pays for its 2015 annual dues.

The Board thanked Mr. Vogel and Mr. Stromberger for their participation in the meeting and the information provided. Mr. Vogel and Mr. Stromberger then excused themselves from the meeting.

Considering the District's resource gap, and the County's historical contributions, the Board agreed to meet with the County Commissioners and key County staff members to discuss funding level needs and an increase in the County's future funding contributions. The Board will coordinate with Ms. Zarzeczny to participate in these meetings, with the guideline that not more than two Supervisors will be in attendance at any one meeting.

REVIEW OF OFFICIAL ACTIONS

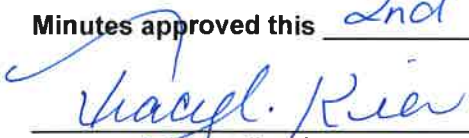
There were no official actions of the Board.

Time, Date, and Place of Next Meeting – The Board will meet again at their regular meeting on Wednesday, November 4, 2015 at 6:00 p.m. at the Chimacum Grange #681, located at 9572 Rhody Drive, in Chimacum. The District will conduct

its Annual Meeting at the Chimacum Grange #681 immediately following the regular meeting on Wednesday, November 4, 2015.

Meeting Adjourned: There being no further business to transact, the meeting was adjourned at 5:40 p.m.

Minutes approved this 2nd day of December, 2015.


 Tracy Kier, Recording Secretary


 Roger Short, Chair

Acronym List

AFO/CAFO = Animal Feeding Operation/Concentrated Animal Feeding Operation	SAO – State Auditor’s Office
Ag/GMA = Agriculture/Growth Management Act	CAO – Critical Areas Ordinance
BMPs = Best Management Practices	CREP = Conservation Reserve Enhancement Program
BOCC = Board of County Commissioners	CASP = Critical Areas Stewardship Plan
DOE = Department of Ecology	FSA COC = Farm Service Agency, County Office Committee
EQIP = Environmental Quality Incentive Program	FSA CED = Farm Service Agency, County Executive Director
HCDOP = Hood Canal Dissolved Oxygen Program	CY or FY= Calendar Year / Fiscal Year
HCSEG = Hood Canal Salmon Enhancement Group	CCWF – Centennial Clean Water Funds (DOE funds)
IGDO= Intra Gravel Dissolved Oxygen	NACD = National Association of Conservation Districts
JCPH= Jefferson County Public Health	JC/DCD = Jefferson County/Dept. of Community Development
JCPW= Jefferson County Public Works	JC EDC = Jeff. Co. Economic Development Council
MOA/MOU = Memorandum of Agreement, Memorandum of Understanding	JCCD = Jefferson County Conservation District
MRSC = Municipal Research and Services Center of Washington	JLT = Jefferson Land Trust
NFWF= National Fish & Wildlife Foundation	NMP = Nutrient Management Plan
NOPRC&D = North Olympic Peninsula Resource, Conservation and Development	LWG = Local Working Group
RCO/SRFB= Recreation & Conservation Office/Salmon Recovery Funding Board	NOSC = North Olympic Salmon Coalition
WCC Intern/WCC Crew = Washington Conservation Corps Intern or Crew	TA = Technical Assistance
WHIP = Wildlife Habitat Incentive Program	PUD#1 = Public Utility District #1
WRP = Wetland Reserve Program	WACD = Washington Association Conservation Districts
WSSC = Washington State Conservation Commission	NRCS = Natural Resources Conservation Service
WSU = Washington State University	WRIA 17 = Water Resources Inventory Area #17
SMP = Shoreline Management Plan	HCW = Horses for Clean Water (also: Hood Canal Watershed)
TSP = Technical Service Provider (contract with NRCS)	WADE = Washington Association of District Employees
JLC - Jefferson Landworks Collaborative	EPA = Environmental Protection Agency
WACD PMC – Wa. Assoc. of Cons. Districts Plant Material Center	USDA APHIS-ADC-United States Dept. of Agriculture Animal Plant Health Inspection Services – Animal Damage Control
PSP = Puget Sound Partnership	PSCD Caucus= Puget Sound Conservation District Caucus