

**COMMISSIONERS' MINUTES
KITTTITAS COUNTY, WASHINGTON
COMMISSIONER'S CONFERENCE ROOM
SPECIAL MEETING**

TUESDAY

11:00 A.M.

APRIL 2, 2014

Board members present: Chairman Paul Jewell; Vice-Chairman Gary Berndt and Commissioner Obie O'Brien.

Others: Mandy Buchholz, Deputy Clerk of the Board; Anna Lael, District Manager KCCD.

SPECIAL MEETING

CONSERVATION DIST. UPDATE

COMMISSIONERS

At 11:00 a.m. Chairman Jewell opened a Special Meeting to receive an annual assessment update from the Kittitas County Conservation District (KCCD).

Anna Lael, Conservation District Manager presented the Board with the Kittitas County draft Special Assessment 2013 Activities for their review. She provided the Board a copy of the RCW that governs the Conservation District for reference. She stated that her Board will approve the Assessment next week at their Board meeting. She briefly reviewed the Special Meeting with the Board of County Commissioners that was held on 2/11/2014, for Commissioner O'Brien since he was unable to attend. She reviewed the summary of activities between 1/1/2013 to 12/31/2013 and provided a brief summary of the 2013 Special Assessment income and expenditures; 2013 Special Assessment Activities; 2013 Geographic Scope of District Programs and Activities; leveraging of additional funds; grant applications submitted; 2014 Special Assessment Budget. She gave an overview of the KCCD functions highlighting the Administration, District Operations, Education/Outreach, Technical Assistance, Financial Assistance & Cooperative Projects/Programs. She explained that in 2012 the District established a reserve fund per a new requirement of the WA State Auditor's office and that prior to 2012, the District maintained savings and added to that savings. As of December 31, 2013, the reserve fund for District operations totaled \$126,916.00. She stated that they added two new budget categories in 2013 to display the costs for administering Special Assessment funds separate from supporting basic District Operations and to list the 5% fee paid to Kittitas County for collection of the Special Assessment. The payments from 2010, 2011, and 2012 were added to the table as well. She stated that now administration is strictly administration of the Special Assessment, and District Operations is support of the functions of the District. She reviewed a map included in the Assessment packet showing the District projects. She reviewed the Special Assessment income and expenses from 2007 to 2013 and the Special Assessment Budget and Expenditures from 2010 -

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2013. She briefed the Board on the KCCD purchase of a new business location at the west interchange.

The meeting adjourned at 12:00 p.m.

DEPUTY CLERK OF THE BOARD



Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Paul Jewell, Chairman