**Snoqualmie Valley Watershed Improvement District** **(WID)**

**Board of Commissioners Meeting Minutes**

**October 12, 2016**

**6:00 – 8:00 p.m.**

**Opening:** Patrick McGlothlin called the meeting to order at approximately 6:08 pm at Carnation City Hall.

**Commissioners present:** David Andrews, Patrick McGlothlin, Gary Remlinger.

**Commissioner not present:** Siri Erickson-Brown, Jason Roetcisoender.

**Staff present:** Cynthia Krass, Erin Ericson

1. **Approval of agenda:** Approved as presented, 3:0
2. **Approval of September 14, 2016 meeting minutes:** Approved as presented, 3:0
3. **Consent Agenda:**
	1. **Approve financial report:** David Andrews made a motion to approve the January 1st-October 7th 2016 profit and loss detail for the WID. The motion was seconded by Gary Remlinger and **approved 3:0**.
4. **Irrigation subcommittee update**
	1. **General activity update:** Cynthia Krass provided an update on the water bank project. The next step is to establish a working group for water bank design. The board will need to approve an upcoming contract (funded by the Ecology grant) for a certified water rights examiner to conduct technical analysis of existing water rights.
	2. **WSDA agreement:** The board and Cynthia Krass discussed the WSDA Specialty Crop Grant contract. David Andrews recommended removing Section 15, copyright clause. Patrick McGlothlin made a motion to approve WSDA Grant Agreement number K2000, “Snoqualmie Valley Water Rights Analysis Project.” pending the resolution of Section 15 copyright language to be stricken/modified to the satisfaction of Secretary, David Andrews. The motion was seconded by Gary Remlinger and **approved 3:0**.
5. **Drainage subcommittee update**
	1. **Mapping tool feedback:** The board and Cynthia Krass discussed the mapping tool status. Cynthia Krass stated the tool is live but has received no usage. She discussed a plan to begin direct outreach to WID member landowners. The outreach plan included using existing contact lists to contact members about completing the drainage mapping tool, and available assistance. In addition, a flier would be mailed to inform members about the drainage tool and other housekeeping items.
	2. **Flood Control District grant agreement:** The board and Cynthia Krass discussed the scope of work outcome – to develop a prioritized list of WID projects. Patrick McGlothlin made a motion to approve the pending grant contract subject to a final approval by the Drainage subcommittee. The motion was seconded by David Andrews and **approved 3:0.**
6. **Strategic plan project update:** Nothing this month.
7. **Administrative update**
	1. **Election Board Appointments:** Cynthia Krass provided that she has contacted potential election board appointees for a December 13th election, which will occur if there is more than one board candidate.
	2. **Election Procedure and Timeline:** The board and Cynthia Krass discussed postponing the election logistics conversation until after the November 7th candidate signature deadline.
	3. **Election Notice - locations:** Board candidate signatures are due to the WID Board Secretary, David Andrews, by November 7th. Outreach to the WID members to remind them of the open commissioner position will include: email to the WID email list; news article in the SnoValley Record, and posting on [www.svwid.com](http://www.svwid.com). Should an election be necessary, election notices will be posted at three locations: Duvall Library, Fall City Library, and Carnation City Hall bulletin board, to meet requirements of RCW Chapter 87.03.075. Communications will include mention that Secretary David Andrews has indicated that he will stand for reelection. Gary Remlinger made a motion to approve the election outreach plan. The motion was seconded by David Andrews and **approved 3:0.**
8. **Staff Report:** Cynthia Krass provided an update, noting a congratulatory letter received from King County Councilmember Kathy Lambert for the approved Flood District Grant, and introducing, Erin Ericson, contract staff for SVPA. Ms. Ericson’s contract is being funded by the SVPA, as part of its match obligation for the KCD Food Systems Grant, which is funding WID staffing in year one.

**Adjournment:** Meeting was adjourned at 6:50 p.m.

**Next Board of Commissioners Meeting:** Wednesday, November 9th at 6:00 p.m. at Carnation City Hall.

**Minutes submitted by:** Cynthia Krass and Erin Ericson