



Kittitas County Conservation District  
2211 W. Dolarway Rd, Suite 4 - Ellensburg, WA 98926 - Phone (509) 925-3352 - Fax (888) 546-0825

Board of Supervisors Special Meeting

December 6, 2017 12:00 Noon KCCD Office

ATTENDANCE

Mark Moore, Chair Lynn Brown, Vice Chair Jeff Brunson, Auditor	KCCD Staff: Anna Lael, District Manager Miranda Nash, Financial Manager
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- I. **Call to Order**- Chair Mark Moore called the meeting to order at 12:08 PM
  
- II. **Jolly Mountain Fire Video Production** – Anna shared the scope of work between the District and North By Northwest (NXNW) to create a short video that raises awareness about fire challenges in the area by highlighting this year’s Jolly Mountain Fire along with the other fires in the County since 2012. Anna reported that the video will also touch on climate and what happens when there is a fire regarding response and evacuation. The goal of the video is to encourage Kittitas County residents in joining efforts to create fire adapted communities and encourage fire wise practices on their properties. Anna has talked with Kittitas County Commissioner, Paul Jewell about the project. Commissioner Jewell is drafting legislation for fuels reduction and fire preparedness. The County will contribute \$5,000 towards the video and Commissioner Jewell is working on putting together an agreement. The Nature Conservancy also offered \$2,000, the DNR offered \$1,200, and we have \$1,200 in an existing grant. Anna presented the budget for the video production and brought up that the District’s contribution would come from rates & charges. Anna will set up a group of partners to review the video before it’s finalized. When the video is complete it will be available on YouTube and the District’s website and Facebook page. Mark asked if the District would have sole ownership of the video once it is completed. Jeff asked about adding “not to exceed” on the agreement budget. Anna will address both with NXNW and verify that the district has ownership of the video and that they agree that the budget is not to exceed \$10,000. The goal is to have the video finalized by the end of January 2018, which relies heavily on weather conditions in being able to have a production crew at the filming sites next week. NXNW is asking for half of the funds up front to begin production.  
**MOTION** – Approve scope of work with North By Northwest for video production not to exceed \$10,000 and approve payment for \$5,000 up front to start production.  
Jeff Brunson, seconded by Lynn Brown *Passed Unanimously*
  
- III. **NACD Technical Assistance Grant** - Anna reported that NRCS has allocated \$10 million to NACD to help with workload and fund full-time employees across the country for one year. Our NRCS field office has been flagged as a priority in the state. Funding will allow the District to have a staff member that would be working in the NRCS office assisting with their workload. Anna reported that this may be a good position for the new hire to learn a lot about conservation planning in a year. At the end of the year, they would come back to our office as our employee. Anna is working on getting a proposal together for Ray Ledgerwood to submit by the end of the week. The proposals are reviewed every Monday so she hopes to have an update for the regular Board meeting next week.
  
- IV. **Adjournment** – Mark Moore adjourned the meeting at 12:45 PM.

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**MOTIONS APPROVED:**

**MOTION** – Approve scope of work with North By Northwest for video production not to exceed \$10,000 and approve payment for \$5,000 up front to start production.

**Jeff Brunson**, seconded by **Lynn Brown**

*Passed Unanimously*

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Miranda Nash  
Recording Secretary

12/14/17  
Date

Jeff Brunson  
Board Member

12/14/17  
Date