

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

November 18, 2019

1 **Supervisors Present:** Bill Knusten – Board Auditor; Kirstin Haugen – Supervisor; Jim Haack -
2 Supervisor

3 **Associate Supervisors Present:** Rachel Molloy (via Zoom), Chris Porter

4 **Guests Present:** Jean Fike - WSCC

5 **Staff Present:** Bea Covington, Ava Souza, Lindsey Davidson Mary Embleton, Mike Lasecki,
6 Jessica Saavedra, Deirdre Grace (via Zoom), Brandy Reed (via Zoom), Josh Monaghan (via Zoom)

7 **Preliminary Matters:**

8 Knusten called the meeting to order at 5:07 p.m. All attendees introduced themselves. Knusten
9 asked for additions or corrections to the current agenda.

10 Saavedra requested the date for the 9.27.19 Grant Sub-Committee Meeting Minutes to be amended
11 to 9.9.19 Grant Sub-Committee Meeting Minutes. The original document was incorrectly dated.

12 **Knusten moved; Haack seconded passed unanimously a motion to approve the agenda as**
13 **amended (3 ayes, 0 nays).**

14 **Public Comment:** None

15 **Consent Agenda:**

16 Knusten read the consent agenda items aloud.

17 a) Board Minutes – 2.11.19 Grant Sub-Committee Meeting Minutes; 7.8.19 Grant Sub-
18 Committee Meeting Minutes; 7.19.19 Special BOS Meeting Minutes; 7.22.19 Grant Sub-
19 Committee Meeting Minutes; 7.25.19 Special BOS Meeting Minutes; 7.31.19 Special
20 BOS Meeting Minutes; 8.12.19 Grant Sub-Committee Meeting Minutes; 9.23.19 Grant
21 Sub-Committee Meeting Minutes; 9.23.19 Special BOS Meeting Minutes; 9.9.19 Grant
22 Sub-Committee Meeting Minutes; 10.14.19 Grant Sub-Committee Meeting Minutes
23

24 b) KCD LIP Applications-

- 25 1) AI 19-101: Gary and Karen English – Forest Health Management
26 2) AI 19-102: Marianne Leslie – Forest Health Management
27

28 c) Member Jurisdiction Grant Applications-

- 29 1) AI 19-103: City of Clyde Hill – 2017 Arbor Day Celebration
30 2) AI 19-104: City of Clyde Hill – 2018 Arbor Day Celebration
31

32 **Pulled Consent Agenda Items:** 7.8.19 Grant Sub-Committee Meeting Minutes, 7.22.19 Grant
33 Sub-Committee Meeting Minutes, 7.25.19 Special BOS Meeting Minutes, 7.31.19 Special BOS
34 Meeting Minutes, 8.12.19 Grant Sub-Committee Meeting Minutes, 9.23.19 BOS Meeting
35 Minutes, 9.23.19 Grant Sub-Committee Meeting Minutes

36 **Haack moved; Haugen seconded passed unanimously a motion to approve the consent**
37 **agenda except for Board Minutes (3 ayes, 0 nays).**

38 Corrections to the Minutes were brought forward and discussed. All corrections were spelling,
39 grammar, and formatting related. It was agreed upon by the Board that minutes will be sent as a
40 draft prior to the meeting to make small grammatical corrections. If the change is substantial, then
41 they will be pulled for discussion at the meeting.

42 **Haugen moved, Haack seconded passed unanimously a motion to approve the Board**
43 **Minutes as amended (3 ayes, 0 nays).**

44 **Presentations:** None

45 **Finance:**

46 1) AI 19-105: A motion to approve check numbers 22098 through 22185 for a total of
47 \$402,547.95; non-payroll EFT's totaling \$7,357.72; Bank Fees of \$48.00; and October
48 2019 Payroll for \$220,324.02 – Souza (15 mins)
49

50 Souza stated there was nothing unexpected in the finances for the month of October. She expressed
51 that it was a quiet month but is anticipating a busier November and December as the year is coming
52 to an end. She continued we should be on track with the budget for the rest of the year. She talked
53 about some of the items on check register for the month of October and explained that the expenses
54 coming out of a reserve account are highlighted in yellow on the register.

55 **Haugen moved; Haack seconded passed unanimously a motion to approve AI 19-105: A**
56 **motion to approve check numbers 22098 through 22185 for a total of \$402,547.95; non-**
57 **payroll EFT's totaling \$7,357.72; Bank Fees of \$48.00; and October 2019 Payroll for**
58 **\$220,324.02 (3 ayes, 0 nays).**

59 **Unfinished Business:**

60 1) Road to 2020 Update – Covington/Grace (30 mins)
61 2) Election Survey Discussion – Haugen/Knutsen (30 mins)
62

63 Road to 2020 Update

64 Covington thanked everyone for contributing to the Road to 2020. She gave kudos to the
65 engagement team for getting testimonies scheduled and endorsement letters delivered to council

66 members. The Local Services Roads and Bridges Committee (LSRB) adopted an amended
67 budget and rate structure that establishes an \$8.8 million operating budget for 2020; Restores the
68 45% cut to habitat restoration; Allocates some portion of rate revenue to support Wildfire
69 Preparedness and Ag Drainage; Includes funds to support the new election process and allows
70 for annual inflationary adjustments. She encouraged those that could not attend the Local
71 Services Committee meeting to watch the recording posted on the King County website.
72 Covington continued that after the meeting, she met with FCS Group to verify the numbers
73 presented in the revised proposed budget matched the proposed rate structures. She stated there
74 were small victories in the proposed budget, but there is still a significant annual revenue gap to
75 close of \$938,000. Some of this gap will be closed by WSCC grants, remaining Working Lands
76 Initiative funds, and other grant sources that are being pursued. Covington said she will be
77 looking at the budget on a program-to-program basis to close the rest of the delta. She stated her
78 goal is to bring a final budget for 2020 to the December meeting. She affirmed that it's still a
79 work in progress and there is still another big lift to complete. She continued the proposed
80 budget is tentatively scheduled to go in front of the full city council on December 4th, 2019.
81 Covington stated that we can presume the council members on the Local Services Committee
82 will vote yes again on December 4th, so we will need to secure three more yes votes. She stated
83 KCD staff and Board members are still working hard to set meetings with city council members
84 and their constituents.

85 Haugen asked for clarification on the proposal. Knutsen and Covington confirmed the amended
86 budget adopted by the LSRB is 8.8 million with net of \$7.616 million coming from rates and
87 charges.

88 Haugen asked what the number will look like once the grant revenue is added.

89 Knutsen referred to the delta that Covington mentioned. Covington stated grant funding is
90 variable, but there are some revenue sources that we know are set. Knutsen continued if we can't
91 fill the delta, there will be programmatic cuts. Covington stated there will be another Finance
92 Sub-Committee meeting on November 25th to go over the budget again.

93 Haugen expressed strong interest in attending the Finance Sub-Committee meeting on the 25th.
94 Knutsen suggested noticing the meeting so those Board members interested could attend.
95 Covington explained that the December board meeting will also be dedicated to the budget.
96 Haack added the Sub-Committee meeting is more of a working session for vetting and digesting
97 the material before bringing it to the full board. With the understanding that the full Board will
98 be given ample time to review the proposed 2020 budget in detail and that the majority of the
99 December Board meeting would be devoted to budget discussion it was agreed that the
100 November 25th session will remain a work session.

101 Covington redirected the discussion to emphasize the large amount of work ahead to get us to
102 December 4th.

103 Haugen expressed concern about meeting with Councilmembers to discuss the rate renewal.
104 Haugen was candid with the outcomes of her meetings with city council members. She stated it
105 was messy and there will need to be more to clean up after this.

106 Haack asked how many meetings she had attended.

107 Haugen confirmed she has met with nearly all council members to discuss election reform, but
108 that finance issues have also been a topic of conversation.

109 Covington stated again that although there was support for the rate proposal in the Local
110 Services Committee meeting, we need to confirm that support and continue to meet with other
111 councilmembers to confirm support at the full council level.

112 Porter stated that he was reaching out to Councilmembers Gossett, Upthegrove and McDermott.
113 Knutsen stated that he was working to reach out to Councilmember Dembowski.

114 Election Survey Discussion

115 Knutsen summarized the election survey. It was created by WACD and other collaborators to
116 define what an election should like, and the path moving forward. They asked for a single response
117 from each conservation district. The Board read the survey in its entirety and discussed their
118 answers for each question.

119 Haack voiced his concerns regarding elections and the budget.

120 Knutsen suggested adding language that stipulates that the election process is based on if we have
121 the budget for it.

122 Porter expressed the importance of change in election process.

123 Haugen agreed and maintained that the Board should answer the survey in full support since they
124 were championing election reform resolutions at the upcoming Annual Meeting.

125 Knutsen stated that in the proposed budget, there is a dedicated line item for Elections. He said
126 that we have to be mindful of that for the next five years.

127 Haugen emphasized that the million-dollar question is who pays for conservation district elections,
128 and the answer she's received is KCD is the pilot.

129 Based on the discussion, Covington will consolidate the responses and circulate to the full board
130 before submittal.

131 The meeting was called to break by Knutsen at 6:32pm. The meeting was reconvened by Knutsen
132 at 6:48 pm.

133

134 **New Business:**

- 135 1) AI 19-106: Talus HOA – Forest Cost-Share Application – Lasecki (15 mins)
136 2) AI 19-107: KCD Urban Forest Health Management Program 2019 Project
137 Recommendations – Reed/Lasecki (30 mins)
138 3) AI 19-108: Approval of Regional Food Systems 2019 Grant Application
139 Recommendations – Embleton (30 mins)
140

141 AI 19-106: Talus HOA – Forest Cost-Share Application

142 Lasecki stated that the application is a Working Lands Initiatives-funded forest health project. He
143 continued that the project is very similar to LIP forest health management projects, the only
144 difference is the funding source. The project will focus on four acres of the Talus community
145 which is located in Issaquah. The community owns and maintains a total of 76 acres of green
146 spaces, so the hope is the success of this project will encourage other community members to adopt
147 more forest health plans. Lasecki explained the project will be divided into two management units.
148 The first unit will be concentrated on forest thinning, invasive species control, and the planting of
149 native trees. The second unit will be focused on forest thinning to make space for the trees' needs.
150 He added both units will include three years of maintenance.

151 Haugen asked how the application was determined to be a Working Lands Initiative project.

152 Lasecki explained that the application went through the LIP Sub-Committee and was approved as
153 technically sound by KCD standards.

154 Haack asked if the Talus community has HOA dues and if they could be used towards the
155 maintenance on the project as well.

156 Lasecki explained their maintenance vendor does upkeep to the surrounding green space. He
157 continued the original forestry plan was completed by an outside consultant, so the Talus
158 community contacted KCD with a plan already, but he vouched that it was a good plan and has
159 been followed by the HOA up to this point.

160 Haack expressed his enthusiasm for the pilot project.

161 Lasecki added KCD is currently engaged with three other HOA communities and noted there is a
162 new demand for these plans as community members become more active.

163 Covington mentioned as we think about growing our book of business, we can communicate this
164 demand continue engaging in more HOA projects.

165 Lasecki explained some of the problems that comes with HOA projects such as costs, management,
166 and regulations in critical areas. He continued that the Working Land Initiative has made this work
167 happen.

168 **Haugen moved; Haack seconded passed unanimously a motion to approve AI 19-106: A**
169 **motion to approve KCD cost-share application from Talus Community Association for**
170 **Forest Health Management in the amount of \$20,640. (3 ayes, 0 nays).**

171 AI 19-107: KCD Urban Forest Health Management Program 2019 Project Recommendations

172 Reed summarized the packet materials. She explained that the Urban Forest Health Management
173 program was launched in 2015 after the program of work was identified by the task force. Reed
174 continued that the program was built out in partnership with the Advisory Committee and works
175 closely with member jurisdictions to identify projects and partnerships within the jurisdictions.
176 She stated that the program has \$150,000 in project money annually and explained the process for
177 selecting applications. Reed added that KCD has worked with 30 of the 34 member jurisdictions
178 KCD services on forestry projects.

179 Lasecki detailed each of the three project applications. The first project is with the City of SeaTac
180 in North SeaTac Park. The purpose of the project is to collect data to develop a forestry plan and
181 identify key best management practices for implementation. Lasecki continued the second
182 application has two projects with the City of Lake Forest Park. The first project is at McAler
183 Creek. Initially KCD was engaged in ivy removal at the site, and now the city is interested in
184 developing a forest stewardship plan with the hopes of building it out to multiple properties. The
185 second project is at Grace Cole Nature Park. The scope of the project is also to assess and develop
186 a forest stewardship plan. Lasecki explained the Grace Cole Park project will be modelled off an
187 existing community stewardship project in Normandy Park, which alternates between workshops
188 and volunteer groundwork. The third project is with the City of Snoqualmie. Lasecki noted that
189 the City of Snoqualmie already has a green partnership with Forterra, but they would like to engage
190 with KCD to quantify stormwater benefits to their forests and develop a report.

191 Molloy noted her excitement for quantifying stormwater in relation to other climate control tools.

192 **Haugen moved; Haack seconded passed unanimously a motion to approve AI 19-107: A**
193 **motion to approve KCD 2019 Urban Forest Health Management Program recommendations**
194 **for 2019 urban forest health projects with the cities of SeaTac, Lake Forest Park, and**
195 **Snoqualmie (3 ayes, 0 nays).**

196 AI 19-108: Approval of Regional Food Systems 2019 Grant Application Recommendations

197 Embleton summarized the Regional Food Systems grant program initiatives and funding priorities.
198 She explained the applications are recommendations from the Advisory Committee after a full
199 review and ranking process. She noted there were fewer applications than previous years because
200 organizations had partnered to submit applications. Embleton went over each project in more
201 detail, noting the conditions for some of the projects, such as securing land.

202 Haugen asked if all applications are receiving full funding.

203 Embleton confirmed all applications are fully funded except the application for Expanding
204 Opportunities for Farm Training and Incubation by Viva Farms. She explained that if any of higher
205 ranked projects fail to meet the conditions, they will be the first to receive the full amount
206 requested.

207 **Haugen moved; Haack seconded passed unanimously a motion to approve AI 19-108: A**
208 **motion to adopt the Advisory Committee recommendations for the Regional Food Systems**
209 **Project Grant awards for 2019 (3 ayes, 0 nays).**

210 **There being no more business before the board, the meeting was adjourned at 8:07 pm.**

211

212

213 _____
Authorized Signature

_____ Date

214

215

Summary of Motions

216 **Knutsen moved; Haack seconded passed unanimously a motion to approve the agenda as**
217 **amended (3 ayes, 0 nays).**

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219 **agenda except for Board Minutes (3 ayes, 0 nays).**

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