

KING CONSERVATION DISTRICT

Meeting Minutes

May 13, 1997

1 **Supervisors Present:** Stephen Lamphear, Chair; Susan Schmoll, Vice Chair; Chris Tiffany,
2 Sec/Treas.; Richard Van Dam, Member; Pat Brewington, Member

3 **Associate Supervisors:** Matt Livengood

4 **Staff Present:** Steve Heacock, Joe Henry, Geoff Reed, Kay Lasco

5 The meeting was called to order at 5:12 p.m. Stephen Lamphear, Chair presided.

6 Agenda Confirmation

7 Acting Manager Steve Heacock requested changes to the agenda as follows:

- 8 • Addition of consideration of United Way Volunteer consultant information
- 9 • Request for discussion and decision on Wetlands Nursery expenditures
- 10 • Addition of a review, discussion, and decision of Naturescaping Grant request

11 Brewington moved. Tiffany seconded a motion to accept the April 8th minutes as corrected and
12 amended as follows:

- 13 • Change header to reflect correct date
- 14 • Page 1 ¶ 8 Add the phrase ‘as read’

15 Motion passed.

16 Schmoll moved. Brewington seconded a motion to accept the May 6th minutes as corrected and
17 amended as follows:

- 18 • Page 1 ¶13 — Add ‘State Conservation Commission’
- 19 • Page 2 ¶8 — Change the word ‘to consider’ to ‘amended’
- 20 • Page 3 ¶1 — Change the word ‘letter’ to ‘flyer’
- 21 • Page 3 ¶2 — Bullet 2 — Add hyphen between Seattle and Center

22 Motion passed.

23 Financial Report

- 24 • Monthly expenditures discussed and accepted as presented

25 Future Agenda topics

- 26 • Personnel Issues
- 27 • Scheduled presentations to cities
- 28 • Legal discussions about employee agreement
- 29 • Development of a proposal package for the City’s share of the assessment

30 There were no public comments.

31 Acting District Manager Heacock reported on a proposal and request for services submitted by
32 the City of Burien.

33 Heacock presented a United Way contract for a volunteer consultant to develop a volunteer
34 database for District activities. The Board agreed in February to pursue the proposal through the
35 United Way. Discussion followed; the Board directed staff to clarify the desired outcomes of the
36 proposed work program and return to the next meeting with additional information.

37 Acting District Manager Heacock supplied projected costs to prepare the Wetlands Plant Nursery
38 site and generally discussed project expenditures to date. Following discussion, he requested
39 Board approval for \$2,225 in projected May costs for the Wetlands Plant Nursery.

40 Tiffany moved. Brewington seconded a motion to authorize the expenditure of \$2,225 for the
41 construction project at the Wetlands Plant Nursery site, Motion passed.

42 Acting Manager Heacock presented a 1997-1998 URP funded Naturescaping Grant request
43 proposal, due May 23rd. Steve asked for final submittal approval, discussion followed. Board
44 directed staff to present a more detailed scope of work and a more detailed budget for further
45 review.

46 Moved by Schmoll. Van Dam seconded a motion directing staff to proceed with submission of
47 the URP funded Naturescaping Grant proposal, with scope of work and budget to be provided
48 prior to Board approval. Motion passed.

49 Supervisor Lamphear restated a desire to have the KCD recognized prominently on
50 Naturescaping brochures.

51 Supervisor Lamphear shared an article about Susan Cyr's Manure Share Program and pointed out
52 that the goals of the project to have bagged manure available is not yet complete, yet the article
53 states the goal as accomplished.

54 Staff presented a proposed amended budget, Board directed staff to revisit the format.
55 Supervisor Lamphear requested the Board to consider establishing a capital account. The Board
56 concurred and directed staff to redesign the expenditure category.

57 Acting District Manager Heacock introduced a proposed re-organization structure for the
58 District. Discussion followed with staff directed to incorporate Board comments into the
59 proposal and return at the next meeting.

60 The Board discussed the need for an In-Charge policy to clarify District policy. The Board
61 identified two issues — one for extended absences of the District Manager, and the other for
62 short term absences. Staff was directed to bring back a policy about the two issues addressing
63 critical issues and day-to-day decisions in the event of District Manager absence.

64 As directed, Staff returned with a proposal to upgrade the reception desk computer station.
65 Discussion followed.

66 Moved by Van Dam. Tiffany seconded a motion to go forward with a complete package from
67 Computer Performance at a price of no more than \$1,365.00 for a new computer at the reception

68 station; moving the current reception computer to the District Manager office, both equipped
69 with network capabilities. Motion passed.

70 Acting District Managers Report:

- 71 • Staff proposals for King County Water Quality Block Grants include the Duwamish
72 Y.E.S. project, the Green River/DOE Ecology Grant, Hedgerows on small lakes
73 denuded by livestock impacts, the Car Wash Catch Basin project, and continuing the
74 Model Horse Farm program. Required components for project proposals include
75 water and the involvement of youth at risk. The Board directed staff to identify and
76 tailor make proposals to match the granting criteria.
- 77 • The newly developed KCD activity schedule was previewed to rave reviews.
- 78 • Heacock suggested the term Non-competitive Implementation Grant as the name to
79 use for the member cities share of the assessment.

80 NRCS Report - the Joe Report:

- 81 • The sign up period for the EQUIP cost share program is now open.
- 82 • URP review of grant applications is still in process.
- 83 • Henry gave a status report on the Partnership Training Committee draft job approval
84 authority recommendations for presentation to the Conservation Commission.
- 85 • Details of the URP - sponsored American Heritage Rivers Forum included
86 developing criteria for selection of rivers for presidential designation.
- 87 • Henry reviewed a DOE water quality violation directing the dairy farmer to develop
88 and implement a management plan.

89 Supervisor Lamphear lead the swearing-in for Supervisors Schmoll and Van Dam. Proper
90 documents were signed and will be submitted to the Conservation Commission.

91 General correspondence provided to Supervisors:

- 92 • A discussion from Bob Bottman on the 1997-99 grants programs
- 93 • A letter from John Lidington, Chair, Mason Conservation District concerning NRCS
94 assistance
- 95 • Flyer announcing the 8th Annual Urban Forest Conference Scholarship Application

96 *The Board convened to executive session at 9:12 PM to discuss personnel matters.*

97 *The Board regular session reconvened at 10:33 PM.*

98 There being no further business before the Board, the meeting adjourned at 10:34 PM.