

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

July 10, 2002

1 **Supervisors Present:** Bill Niccolls, Chair; Scott Wallace, Vice-Chair; Lynn Sullivan, Secretary
2 Treasurer; Max Prinsen, Member; Nancy Ahern, Member (arrived at 6:20 p.m.)

3 **Associate Supervisors Present:** None

4 **Guests Present:** Jagoda Perich-Anderson

5 **Staff Present:** Geoff Reed, Brandy Reed, Marla Hamilton Lucas

6 **NRCS Staff Present:** Pedro Ramos

7 Meeting called to order at 6:00 PM with Bill Niccolls, Chair, presiding.

8 Agenda was reviewed, and B. Reed mentioned that she had an additional non competitive grant
9 application for the board to review/approve and a couple of other matters that could be handled
10 under other business at the end of the meeting. G. Reed also had a couple of items under other
11 business.

12 Introductions were made around the table.

13 Minutes were reviewed, and there was a discussion about how to account for board members
14 arriving after the meeting has begun. It was decided that the board member's name would be
15 listed in the "Supervisors Present" paragraph rather than in the body of the minutes so that it
16 would be easier to see who of the supervisors was indeed present at the meeting.

17 Line 60 contained a spelling error- Kurko. Line 62 "design competition" should be replaced with
18 "charette", which is a specific type of architecture design competition. Line 76 doesn't make
19 sense grammatically because there is an additional "is" included. Finally, there is confusion
20 about how many dairies are remaining in King County.

21 **Wallace moved, Prinsen seconded Passed a motion to approve the June 12, 2002 minutes as**
22 **amended.**

23 Hamilton Lucas presented the balance sheet and list of checks that were sent out in the Board
24 packet.

25 **Prinsen moved, Sullivan seconded Passed a motion to approve the checks numbered 6626-**
26 **6674 in the amount of \$ 51,704.21.**

27 The balance sheet was reviewed by the Board. Assessment payment was received in June from
28 the county assessor.

29 The budget tracking report was reviewed. 43% of the budget is expended at the half way point of
30 the year. Election expenses were detailed and a letter will be drafted to the Washington
31 Conservation Commission in reference to the low cost of this year's election.

32 Hamilton Lucas told the board about the annual internal review process for 2001 which was
33 completed by Sullivan and an independent accountant acting as a consultant for completion of
34 the internal review checklist.

35 Hamilton Lucas explained the election costs as requested by the Board. The total cost was \$
36 1,622.00, plus staff time for organization.

37 **Sullivan moved, Wallace seconded, Passed a motion to accept the June Financial Report.**

38 Jagoda Perrich-Anderson, Senior Associate, Triangle Associates, Inc. gave a presentation to the
39 board regarding strategic long range planning. Her background includes a focus on salmon
40 recovery issues, and she had given a presentation at the most recent WADE conference, so she
41 has some familiarity with Conservation Districts and their issues.

42 She talked about how strategic planning allows organizations to fulfill their purpose, that it is
43 worth the hard work that is necessary to complete the process. For public agencies, it is a way of
44 enhancing accountability and trust. She mentioned that the RCW section that enables
45 conservation districts includes language about how the districts are to plan their activities.

46 The basic elements of strategic planning are:

47 Gathering information

48 Creating a vision

49 Developing goals and objectives

50 Determining programs and projects

51 Monitor, evaluate and adapt the plan for new information

52 G. Reed mentioned that the District had attempted to do a long range plan in 1998, and it was a
53 very painful process. He distributed a copy of the results of that process. Perrich-Anderson
54 distributed a draft scope of work and a cost estimate.

55 Discussion ensued regarding the usefulness of the '98 plan, if it had been followed at all and
56 building upon it so as to reduce the work needed to create a revised plan.

57 Ahern said that the long-range planning process cannot be done by anyone else but the board and
58 staff, and that it is a huge commitment of time and energy.

59 The idea of having a special board session to discuss the planning process and proposal was
60 discussed. Ahern suggested revising the proposal so it picked up the planning process from
61 where G. Reed had ended his and so that it will meet the needs of the group.

62 Prinsen brought up two issues: is the long term plan what we're doing already, and how do we
63 increase our capacity. Wallace felt the most important piece was implementation of a
64 communication plan. More discussion ensued regarding when the process would start. Perrich-
65 Anderson suggested streamlining the proposal both from a work and cost standpoint, as the
66 original proposal's cost was \$22,000. She will need information on exactly where the District is
67 with the current long range planning process.

68 After more discussion about circular e-mails to gather ideas, it was decided that G. Reed would
69 compile ideas for the next board meeting. One idea was to have an agenda item for long range
70 planning on the agenda for each month's board meeting.

71 The board took a short break at this time.

72 G. Reed updated the board on the collection of assessments for tribal and state lands. Department
73 of Natural Resources (Tribes) has made no decision regarding the issue and the ball is now in the
74 County Assessors court. There are political considerations, as the county does not like to cancel
75 taxes unless forced to. There are only 144 parcels that are state owned that the assessment has
76 not been paid on, so the total impact on assessments for these parcels is about \$5,000 since the
77 first assessment ordinance was passed in 1994. Joe Rochelle of the Assessor's office is currently
78 working on the issue.

79 B. Reed distributed a revised application for the Green-Duwamish forum Non-Competitive Grant
80 that contains an answer to Question 3 that was missing in the first application. The request for
81 funding for "Salmon in the Nearshore Conference" was resubmitted in the proper format so the
82 board could more easily evaluate it. B. Reed detailed the project specifics.

83 **Prinsen moved, Wallace seconded, Passed a motion to approve the Green-Duwamish-CPS**
84 **Watershed Forum non-competitive grant application for \$50,000 for the Puget Sound**
85 **Nearshore Ecosystem Restoration Project Workshop**

86 B. Reed presented the City of Seattle Grant Central Station non-competitive grant application.
87 The City asks for the grant funds after they have made grant awards in this small grant program.
88 She distributed a list of the projects that have been funded by the city in anticipation of receiving
89 non-competitive grant money from KCD.

90 **Prinsen moved, Wallace seconded, Passed a motion to approve the City of Seattle non-**
91 **competitive grant application for the 2002 Grant Central Station Program. Ahern**
92 **Abstained.**

93 Wallace suggested we add the City of Seattle's grant recipients under the Grant Central Program
94 to the District's mailing list. Niccolls asked if there were other ways to get our name out there. B.
95 Reed said that the District is included on signs posted at projects, but there are other agencies on
96 those signs as well.

97 G. Reed updated the board on election results. Washington Conservation Commission will
98 certify the results on July 18. There were 44 total votes for each of the candidates running for the
99 board, Lynn Sullivan and Max Prinsen. Both were unopposed, so they have been re-elected to

100 the board for a three year term. Other CD's had vote totals ranging from 59 at Thurston to 20 at
101 Snohomish and Pierce.

102 Under other business, Niccolls contacted Seattle City Councilperson Margaret Pagler regarding
103 the Envirothon, and she wants to set up a meeting.

104 The XML project subcommittee has reviewed the project and determined that the District does
105 not need to participate in it at this time. They established that repetitive data input is minimal,
106 and that a database of farm plans exists, and it has all plans completed since 1990, including the
107 number of BMP's. Imputing data to this database takes 5 minutes once a plan is complete.

108 One of the sweatshirts that the District has been purchasing as a promotional item was shown to
109 the board.

110 Prinsen said that the ALEA grant presentation for Shadow Lake will be July 28th.

111 Ramos gave the NRCS report. He said that NRCS in Washington will be reorganizing and that
112 the Renton office will have 3 people here and the supervisor will be at the Puyallup office.

113 The new Field Office technical guide will have sections on soil and economics. The standards
114 and specs will be available soon.

115 Prinsen asked about the new third party contracting program, discussion ensued regarding
116 contracting and how it would affect the District. Ramos felt that engineers would be the most
117 likely third party contractors used by NRCS.

118 The Ag watercourse manual is out for review, and there is a 30 day comment period. Sara
119 Hemphill is currently reviewing it.

120 Wallace said that he and Hemphill and G. Reed met with County Councilperson Kathy Lambert
121 regarding the role of counties in the Agriculture, Fish and Water process. King County has not
122 been involved in this process and they should be as they make land use decisions. It is important
123 that the county have a response. Council also needs to be aware of issues before changes are
124 made to the Sensitive Areas Ordinance.

125 B. Reed asked board members about their meeting attendance for the second quarter so she can
126 complete the accomplishments report. She said that Bob Bottman at the Commission said that
127 there is grant money available to help produce the Envirothon. Prinsen said that many places are
128 using Americorps staff. The cost for one staffer would be \$7,000 a year.

129 G. Reed said that the District had received a certified letter requesting the farm plan for Topline
130 Equestrian Center under the Public Disclosure Act. The District will be sending the information
131 as soon as possible.

132 There is a new liaison at the County Council, replacing Aaron Bert, who went to work for the
133 City of Seattle.

134 The newly passed Farm Bill contains lots of funding for local conservation groups. There is a
135 need for supervisors to determine how to distribute the funding. Wallace volunteered for this
136 task.

137 G. Reed mentioned the BBQ lunch for volunteers at the District tomorrow.

138 Prinsen mentioned the annual Frog Frolic at Shadow Lake Bog on Sunday, August 17, 2002.

139 There being no further business,

140 **Prinsen moved, Wallace seconded, Passed unanimously a motion to adjourn the meeting at**
141 **9:10pm.**

142

143 _____

144 Authorized Signature

_____ Date

145

146

Summary of Motions

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148 **amended.**

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150 **6674.**

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