

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

October 9, 2002

1 **Supervisors Present:** Scott Wallace, Vice-Chair; Lynn Sullivan, Secretary Treasurer; Max
2 Prinsen, Member; Nancy Ahern, Member (arrived 6:20). Bill Niccolls, Chairman present by
3 telephone.

4 **Associate Supervisors Present:** None

5 **Guests Present:** Vic Robertson, Anthony Matlock, Seattle Public Utilities

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

7 **NRCS Staff Present:** Pedro Ramos

8

9 Meeting called to order at 6:02 PM with Scott Wallace, Vice-Chair, presiding.

10 Introductions were made, and the agenda was reviewed. No changes were made to the planned
11 agenda.

12 The prior months board meeting minutes were reviewed and B. Reed distributed her suggested
13 changes to the format for recording motions made and passed during the meeting.

14 **Prinsen moved, Sullivan seconded, Passed a motion to approve meeting minutes from the**
15 **September board meeting subject to the changes detailed in the B. Reed handout.**

16 B. Reed said she would revise the minutes.

17 Anthony Matlock gave a presentation to the Board regarding the City of Seattle Grant Central
18 Program. This grant program is funded with the assessment dollars allocated to the City of
19 Seattle. He gave a brief history of the program and it's relationship with the Department of
20 Neighborhoods.

21 He discussed the "Quick Step" program that allows informal groups of neighbors to apply for
22 funds to reimburse them for expenses incurred in completing small neighborhood projects that
23 improve water quality. The main advantages of the program are it's 1 page application and 24
24 hour turn-around time.

25 Matlock said that the program is starting to be more involved with schools because of the state
26 mandate that environmental education be included in curriculums. One of the more popular
27 programs is the "Grey to Green" program that seeks to reduce the amount of impervious surface
28 in the city.

29 The program has received approx \$400,000, of which about \$200,000 was distributed as
30 reimbursement for projects. The program has generated 10,000 hours of volunteer service.

31 Sullivan asked Matlock what the funding objectives of the program were. The projects are
32 evaluated based upon three factors: 1) is the neighborhood group underserved by other grant
33 programs? 2) Does the project further the mission of water quality improvement? and 3) Does
34 the project make sense?

35 Matlock went on to show pictures of some of the projects that have been funded by Grant
36 Central Station.

37 Hamilton Lucas distributed the list of checks issued in September. Niccolls asked for an
38 explanation of the assessment distribution payment to City of Seattle. The distribution funds the
39 Grant Central Program as discussed above.

40 **Prinsen moved, Sullivan seconded Passed a motion to approve checks numbered 6768-6809**
41 **in the amount of \$171,777.29 for the month of September 2002 expenses.**

42 Hamilton Lucas distributed the balance sheet and budget tracking report. The District's
43 unrestricted fund balance has increased as compared with this time last year. 36% of the total
44 budget amount is remaining, with only 25% of the year remaining. Some major expenses have
45 not yet been completed but salary and benefits are on track with the budget. Ahern asked if the
46 District was planning on buying the truck that was included in the Capital Expenditures budget.
47 B. Reed said that the District was looking at buying a surplus truck from the King County
48 Treatment Plant. It has finally been put up for auction. Electricity for the nursery needs to be
49 installed as well. Discussion ensued regarding the capital expenditures.

50 Hamilton Lucas reported on the Conservation Commission grant budgets through the third
51 quarter of 2002. It appears that all four current grants are in good shape financially. Niccolls
52 asked about the Reiner CREP payment and it was explained how the PIP program worked.
53 Sullivan asked about the over expenditures on promotional items and legal advertisements. (The
54 District is awaiting a reimbursement from City of Bellevue for promotional posters, and the
55 supervisor election increased the legal advertising expenses.) It was suggested that the staff do a
56 budget revision for these items, as other line items are under budget.

57 **Sullivan moved, Ahern seconded, Passed a motion to accept the September finance report.**

58 B. Reed presented to the board various grant agreement issues. The actions taken by the board
59 are detailed in the motions documented here:

60 **Lake Forest Park Grant Revision/Agreement Amendment:**

61 **Prinsen Moved, Sullivan Seconded; Passed a motion to amend the Lake Forest Park *Blue***
62 ***Heron Park PII Restoration Project* grant agreement, approving return of remaining funds**
63 **in the amount of \$1,630.54.**

64 **Lake Forest Park Grant Application:**

65 **Prinsen Moved, Ahern Seconded; Passed a motion to approve the Lake Forest Park**
66 **McAlear Creek Improvements Project grant application for \$9,431.**

67 **Snoqualmie Watershed Forum Grant Application Packet:**

68 **Sullivan Moved, Ahern Seconded; Passed a motion to approve the Snoqualmie Watershed**
69 **Forum non-competitive grant application for \$52,197 from 2002 Assessments for the**
70 **Snoqualmie Forum Staff Support Position.**

71 **Ahern Moved, Prinsen Seconded; Passed a motion to approve the Snoqualmie Watershed**
72 **Forum non-competitive grant application for \$81,250 from 2002 Assessments for the Tolt**
73 **River Acquisitions Project.**

74 **Prinsen Moved, Sullivan Seconded; Passed a motion to approve the Snoqualmie Watershed**
75 **Forum non-competitive grant application for \$42,500 from 2002 Assessments for the**
76 **Patterson Creek Tributary 0383 Project.**

77 **Sullivan Moved, Ahern Seconded; Passed a motion to approve the Snoqualmie Watershed**
78 **Forum non-competitive grant application for \$25,000 from 2002 Assessments for the**
79 **Snoqualmie Small Habitat Restoration Project.**

80 **Ahern Moved, Sullivan Seconded; Passed a motion to approve the Snoqualmie Watershed**
81 **Forum non-competitive grant application for \$19,000 from 2002 Assessments for the**
82 **Kimball Creek Water Quality Monitoring and Improvement Plan.**

83 **Ahern Moved, Sullivan Seconded; Passed a motion to approve the Snoqualmie Watershed**
84 **Forum non-competitive grant application for \$32,204 from 2002 Assessments and \$45,296**
85 **from 2003 Assessments for the Thayer Creek Culverts Removal Project.**

86 **King County Grant Revisions/Agreement Amendments:**

87 **Prinsen Moved, Sullivan Seconded; Passed a motion to amend the King County Survey of**
88 **CPS Constituents Project grant agreement, approving return of remaining funds in the**
89 **amount of \$737.54.**

90 **Prinsen Moved, Ahern Seconded; Passed a motion to amend the King County Nearshore**
91 **Rehabilitation Alternative Protection Demonstration Project grant agreement, canceling the**
92 **project and approving return of the grant award in the amount of \$50,000.**

93 **Sullivan Moved, Ahern Seconded; Passed a motion to amend the King County Green-**
94 **Duwamish Watershed Forum Project Coordinator grant agreement, canceling the project**
95 **and approving return of the grant award in the amount of \$85,000.**

96 **Ahern Moved, Sullivan Seconded; Passed a motion to amend the King County Salmon Web**
97 **Stream Macro-Invertebrate Monitoring Project grant agreement, canceling the project and**
98 **approving return of the grant award in the amount of \$16,400.**

99 **Sullivan Moved, Ahern Seconded; Passed a motion to amend the King County Miller Creek**
100 **Estuary Restoration Project grant agreement, approving a reduced scope of work and**
101 **associated budget and approving return of remaining funds in the amount of \$20,713.**

102 Niccolls asked about the progress reporting requirements for non-competitive grants. This item
103 has been previously addressed and procedures are in place. Wallace made a statement that the
104 District needs to be watchful for situations where District money is spent on staff time for
105 planning projects that end up not being completed.

106 Niccolls asked to be excused from the meeting at 7:11, as there was a quorum with Ahern's
107 arrival.

108 B. Reed asked for feedback on the process the board went through at this meeting for non-
109 competitive grant agreement amendments, and board members indicated that the process seemed
110 to work well.

111 G. Reed updated the board on the King County Ag Drainage Assistance Program (ADAP). The
112 District will be working with the County on helping farmers maintain ditches. There has been an
113 agreement drafted between KC and KCD and it has been reviewed by both sides' legal counsel
114 in preparation for signing. The District's scope of work under the agreement will include
115 activities such as planning, providing technical information, completing the SEPA checklists,
116 attending meetings and completing documentation for permitting. King County will perform all
117 functions related to fish that may be affected by the ditch cleaning projects. King County will
118 also pay for all permits and fees related to the projects.

119 King County will pay the District \$7,000 this year and \$25,000 next year for their participation
120 in the program. Ahern asked about District staff availability to perform the functions in the scope
121 of work. G. Reed said that he would need authorization from the Board to hire an engineering
122 technician. Ahern wondered if a full time engineering tech could be found for \$25,000/ annually.
123 Sullivan asked why KC was not paying for the position. Wallace mentioned that the county's
124 budget problems did not allow it to fund the program properly. There is a perception among
125 county staffers that the program is not cost effective. Ahern suggested that the new staff work
126 only the hours that can be funded by the ADAP program and when the funding is gone, the
127 position would be eliminated, so as to not spend any of KCD funds on the program. Sullivan had
128 concerns about the County pressuring the District to be involved. Wallace said that if we don't
129 help, who will and the Ag community in the county needs the program to continue farming. A
130 discussion ensued regarding the County's dredging of May Creek.

131 G. Reed said that the District did provide some assistance for ditch cleaning that did not need
132 permits or have fish issues connected with them. He felt that the program was getting better, and
133 emphasized that the agreement between KC and KCD had not been finalized or signed yet.

134 Brandy asked for clarification regarding spending only ADAP funds, Ahern mentioned that we
135 aren't compelled to spend our funding for a county project. Prinsen felt that even if we had to
136 spend some of the KCD money, there would be a public relations benefit within the farming
137 community in support of the District.

138 Discussion ensued regarding replacement of Aaron Burt on the agricultural advisory committee
139 at the county.

140 It was determined that as the ADAP agreement was not yet ready to sign, no board action was
141 necessary at this time.

142 G. Reed gave an update on the selection of the two Wildlife Habitat Farms of the Year. The
143 farms will receive a sign from the Washington Department of Fish and Wildlife.

144 G. Reed distributed the recommendations of the state committee formed to evaluate conservation
145 district election options. The committee recommended that all five supervisors be elected, that
146 districts be able to decide if they wanted to hold the election under the conservation district
147 statute, or be part of the general election. A district that wants to be part of the general election
148 (no primary runoff will be required) will have the ability to assess property owners without
149 county approval to cover the election costs. Once a district has made the decision to be in the
150 general election, however, it may not switch back to the election process in the conservation
151 district legislation.

152 The annual WACD meeting will be held in Wenatchee on December 1st and 2nd. Wallace and
153 Prinsen expressed interest in attending.

154 A meeting has been scheduled with George Northcroft of Ron Sims' office for next Wednesday,
155 October 16th. There is no set agenda, but anticipated discussion items include ADAP and
156 Envirothon.

157 Sara Hemphill's reports regarding a proposed peer review process for such items as buffer width
158 were discussed.

159 B. Reed distributed copies of the new volunteer manual for board review and future reference.

160 Ramos gave the NRCS report. The anticipated 3rd party service rules will be published in the
161 federal register soon. King County has been approved for farm protection funding of \$800,000,
162 which will be distributed in a cost share arrangement with KC Department of Natural Resources.

163 Ramos complemented KCD staff participation in the local groups working on distributing farm
164 bill money.

165 Prinsen said that Shadow (caretaker of the Shadow Lake bog) has received the ALEA grant it
166 applied for. As a result, the KCD will be the owner of a portion of the bog. Discussion ensued
167 regarding ensuring the District will not have any responsibility for maintenance of the property-
168 Shadow will have that responsibility. Documents relating to the transaction will be given to the
169 District's legal counsel and recorded with the county.

170 Wallace said that a new fish hatchery on the Cedar River has been approved and that there will
171 be a public hearing held. He wanted G. Reed to write a letter of support for the hatchery. The
172 hatchery plan is controversial because there is a perception on the part of the county that if the
173 hatchery succeeds, there will be less emphasis on protecting/ restoring fish habitat.

174 **Wallace moved, Sullivan seconded Passed a motion to have G. Reed write a letter in**
175 **support of the proposed new hatchery on the Cedar River. Ahern abstained.**

176 B. Reed said that this fall's Livestock BMP classes would start Wednesday, October 30th and
177 continue for 4 weeks. They will be held at the Cedar- Rattlesnake Education center.

178 Sullivan brought up Envirothon, and said that a KCD staff member should be on the committee.
179 G. Reed suggested Gina Passano-Berger (a part time staff member) as she is currently preparing
180 a needs assessment.

181 There being no more business before the board,

182 **Prinsen moved, Ahern seconded, Passed unanimously a motion to adjourn the meeting at**
183 **8:30 pm.**

184

185

186 _____
Authorized Signature

_____ Date

187

188

Summary of Motions

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190 **September board meeting subject to the changes detailed in the B. Reed handout.**

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