

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

October 22, 2007

1 **Supervisors Present:** Matt Livengood, Chair, Scott Wallace, Vice-Chair, Bill Knutsen, Secretary/
2 Auditor, Bob Vos, Member

3 **Associate Supervisors Present:** David Irons

4 **Guests Present:** Sara Hemphill, Gordon Thompson, Mary Jorgenson, Janice Corbin, Wendy
5 Barry

6 **Staff Present:** Geoff Reed, Brandy Reed, Jessica Saavedra

7 **NRCS Staff Present:** None

8 Chairman Livengood called the meeting to order at 6:00 pm.

9 The agenda was reviewed and introductions were made. Livengood added an executive session at
10 the end of the meeting for discussing personnel matters.

11 A public comment period was offered but no one offered any comment.

12 B. Reed introduced Janice Corbin and a proposal they have worked up to conduct a salary
13 review. Janice is a consultant hired to do HR for the district and she explained while the salary
14 study was needed and would be conducted by a firm for approximately 10 hrs of work to do
15 comparables.

16 Questions were posed about the proposal and discussion ensued.

17 **Knutsen Moved, Vos Seconded; Passed a motion to accept the proposal to conduct the**
18 **salary study.**

19 The non competitive grant applications were reviewed. Jessica Saavedra went over the details of
20 the Green Duwamish application for WRIA 9 armoring in the Marine Nearshore Workshop 2008
21 project.

22 The sub com offers a do-pass recommendations and Gordon Thompson answered a few questions
23 on the proposal.

24 **Wallace Moved, Knutsen Seconded; Passed a motion to approve the Green-Duwamish-**
25 **CPS Watershed Forum grant application for \$36,700.00 from 2006 Assessments for the**
26 **King County for WRIA 9 Armoring in the Marine Nearshore Workshop 2008 Project.**

27 J. Saavedra reviewed the Lake WA Cedar Sammamish watershed forum for the United Indians of
28 all Tribes Foundation Daybreak Star Wetlands Revitalization Assessment Project. It has a do pass
29 recommendation. Some questions were posed to Mary Jorgenson.

30 **Knutsen Moved, Vos Seconded; Passed a motion to approve the Lake Washington-Cedar-**
31 **Sammamish Watershed Forum grant application for \$20,000 from 2007 Assessments for**
32 **the United Indians of All Tribes Foundation Daybreak Star Wetlands Revitalization**
33 **Assessment Project.**

34 J. Saavedra reviewed the King County Cottage Lake Creek Conservation project. Some
35 questions from the board on the proposal were discussed by Mary Jorgenson. B. Vos thought
36 \$50,000 per acre for parcels zoned R5 seemed high.

37 **Wallace Moved, Knutsen Seconded; Passed a motion to approve the Lake Washington-**
38 **Cedar-Sammamish Watershed Forum grant application for \$274,550.00 from 2007**
39 **Assessments for the King County Cottage Lake Creek Conservation Project.**

40 J. Saavedra reviewed the Snoqualmie Tribe Sammamish River Restoration Project grant, which is
41 advanced by the Grant Subcommittee with a do-pass recommendation. Irons questioned whether
42 the project would be successful due to the fact it's surrounded by non-native species. M.
43 Jorgenson commented that while there is not a larger plan to address all invasive species along the
44 Sammamish corridor, the common practice is to address weeds on a site-by-site basis as individual
45 parcels can be targeted.

46 **Knutsen Moved, Wallace Seconded; Passed a motion to approve the Lake Washington-**
47 **Cedar-Sammamish Watershed Forum grant application for \$20,000.00 from 2007**
48 **Assessments for the Snoqualmie Tribe Sammamish River Restoration Project.**

49 J. Saavedra reviewed the details of an application from the City of Auburn for the Mill Creek 15th
50 St NW Culvert Replacement Project. It carries a do pass recommendation from the sub
51 committee.

52 **Knutsen Moved, Wallace Seconded; Passed a motion to approve the City of Auburn**
53 **Member Jurisdiction grant application for \$130,000.00 from 1996-2007 Assessments for the**
54 **City of Auburn Mill Creek 15th Street NW Culvert Replacement Project contingent on the city**
55 **finding the rest of the funding for the project. They asked that the district engineer take a**
56 **look at the project as well.**

57 A revision / agreement amendment was considered to amend the City of Issaquah restoration
58 stewardship 2004 program. It has a do pass recommendation from the sub committee.

59 **Knutsen Moved, Vos Seconded; Passed a motion to amend the City of Issaquah Restoration**
60 **Stewardship 2004 Program grant agreement, revising the scope work as submitted and**
61 **returning funds in the amount of \$1,815.95.**

62 A grant agreement revision request was distributed and considered to amend the SPU
63 Maple Leaf Reach Restoration project. Discussion ensued.

64 **Vos Moved, Knutsen Seconded; Passed a motion to amend the City of Seattle Public**
65 **Utilities Maple Leaf Reach Restoration Project grant agreement, revising the budget as**
66 **submitted and requesting additional funds in the amount of \$55,000.**

67 The Green-Duwamish-CPS Watershed Forum grant application for \$30,000 from 2004
68 Assessments for the City of Auburn Olson Creek Habitat Restoration Phase I Round 2 Project has
69 been cancelled by the applicant.

70 The Grant Subcommittee amended the King County Snoqualmie Watershed Priority Habitat
71 Acquisitions Project grant agreement as submitted.

72 G. Reed requested clarification on the amount of funding the District would like to allocate for
73 the 2008 election. This election will be for position No. 2, currently held by B. Voss. Reed
74 proposed March 11th, 18th, and 25th as potential election days as opposed to dates in February.
75 Staff recommendation for funding is \$25,000. S.Wallace mentioned that he recalled we discussed
76 allocating \$50,000. B.Knutsen mentioned that Budget Subcommittee thought \$50,000 was the
77 amount previously agreed upon. B. Vos noted he'd like to recuse himself from decisions related
78 to this topic since he holds position No. 2. March 18, 2008 was selected as the date for the
79 election. B. Vos shared his concern about spending \$50,000 on an election where so few
80 constituents vote. Discussion ensued.

81 Discussion occurred regarding the time frame and procedures related to S. Wallace's appointed
82 position scheduled for reappointment in March 2008. G. Reed noted that the Washington
83 Conservation Commission drives this process and he will advertise according to the Commission's
84 guidelines.

85 The subcommittee reports were presented beginning with the grant subcommittee. The
86 opportunity funds and conservation partnership funds are in the process of being contracted.

87 S. Hemphill began presenting the report for the outreach sub-committee and distributed a written
88 report. The CD video is being packaged and prepared for distribution. It will be appearing on
89 city /county tv as well. Generally the speaking engagements are going well. Bill thought the Fall
90 City event went well. Hemphill mentioned some equipment needs that we need in order to
91 continue to do presentation in a variety of settings. Discussion ensued on the Districts website
92 and B. Reed is looking for feedback on the changes she has been working on. Hemphill reported
93 on the advisory committee meeting recently held. 4 sub committees were formed at the meeting
94 to work on specific action items.

95 A holiday event is being discussed in the sub committee as well.

96 The Issues Subcommittee reported in that they have not met recently but Josh Monaghan has
97 some items which will be presented soon.

98 The Policy Sub-committee reported that the employee handbook is now finished and is looking
99 for a task. Brandy suggested the general district policy manual will need to be reviewed as well as
100 cost share policies.

101 G. Reed distributed a summary of Strategic Initiatives projects. Items that were implemented in
102 2007 include KCD – WRIA 7 Opportunity Fund, KCD – KC Conservation Partnerships Grant
103 Program. Harvest Celebration, Small Farm Expo, Hmong Farmer Liaison, Farm-to-School.
104 Projects that are ready for implementation in 2008 include KCD Landowner Incentive Program
105 (cost-share), Agriculture Plastics Recycling Event, Green ACRE Radio Program. Several items
106 were presented that will require additional development in order to implement. Alluvial Fan
107 Management was identified as a priority for 2008. Knutsen noted that WRIA 10 jurisdictions
108 such as Federal Way and Enumclaw may find incentive to join the District in order to receive
109 KCD services that are not being provided by King County.

110 Brandy began the report of the budget sub committee activities. She distributed some handouts
111 including a preliminary draft of the 2008 budget and she reviewed the budgeting process we
112 would use before adopting a draft budget in December. Budget line items were reviewed and
113 discussed. SW asked about the future office arrangement with NRCS. Discussion ensued.

114 Irons asked about the budget items for the office cubicles and discussion ensued on the status of
115 the office renovation.

116 Wendy Barry presented the status / progress of the District Re-organization and distributed a
117 timeline of activities including the hiring of a recruitment firm to seek a district manager.

118 Vos stated that the proposed process seems a little more lengthy and expensive than he
119 anticipated. Discussion ensued on how best to proceed. Irons volunteered to help Lindemulder
120 and Livengood on the sub committee working on the executive search sub committee.

121 Wendy Barry distributed a progress report on the other contracted work items she has been
122 completing. She is planning on preparing a business plan for the district as an outline on how best
123 to conduct the districts operation in the future. She also wants to do some board development in
124 the near future.

125 Outside meeting reports were presented. Vos and Knutsen reported that they met with Kenneth
126 Brooks on best available science. They had an interesting meeting and he agreed to informally
127 help us with some analysis of science and policy.

128 Chair Livengood reported that he and Knutsen and Hemphill went to the NW conservation
129 districts area meeting. He briefed the board on the presentations and the resolutions. Livengood
130 also reported he received the Supervisor of the Year award for the NW area.

131 B. Reed reported she presented the 2008 program of work at the Metropolitan King County
132 council and she reported it went well.

133 G Reed asked for attendance at the WACD meeting in November. He will be attending with
134 Knutsen and Wallace.

135 At 9:35 the Board entered into an executive session to discuss personnel matters.

136 The regular board meeting was reconvened at 9:55

137 There being no more business before the Board, the meeting was adjourned at 9:56pm.

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141 _____
Authorized Signature

_____ Date

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Summary of Motions

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144 **Knutsen Moved, Vos Seconded; Passed a motion to accept the proposal to conduct the**
145 **salary study.**

146 **Wallace Moved, Knutsen Seconded; Passed a motion to approve the Green-Duwamish-**
147 **CPS Watershed Forum grant application for \$36,700.00 from 2006 Assessments for the**
148 **King County for WRIA 9 Armoring in the Marine Nearshore Workshop 2008 Project.**

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151 **the United Indians of All Tribes Foundation Daybreak Star Wetlands Revitalization**
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161 **City of Auburn Mill Creek 15th Street NW Culvert Replacement Project contingent on the city**
162 **finding the rest of the funding for the project. They asked that the district engineer take a**
163 **look at the project as well.**

164 **Revisions/Agreement Amendments:**

165 **Knutsen Moved, Vos Seconded; Passed a motion to amend the *City of Issaquah Restoration***
166 ***Stewardship 2004 Program* grant agreement, revising the scope work as submitted and**
167 **returning funds in the amount of \$1,815.95.**

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170 **submitted and requesting additional funds in the amount of \$55,000.**