

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

March 10, 2008

**Supervisors Present:** Matt Livengood, Chair, Scott Wallace, Vice Chair, Bill Knutsen, Secretary/  
Auditor, Bob Vos, Member, Bobbi Lindemulder, Member

**Associate Supervisors Present:** David Irons, Max Prinsen

**Guests Present:** Wendy Barry, Effective Options, Barry Bartlett, Bartlett Group, Steve Ohlenkamp, TCG, LLC, Karen Bergeron, WRIA 9, Sara Hemphill, Sustainable Solutions, Jeffrey Possinger, Possinger Law Firm

**Staff Present:** Geoff Reed, Brandy Reed, Jessica Saavedra, Marla Hamilton Lucas, Marcie Hagen

**NRCS Staff Present:** None

Chairman Livengood called the meeting to order at 6:02 pm. There were no changes to the posted agenda.

Minutes from the February 11, 2008 Board of Supervisors meeting were reviewed. Livengood noted that lines 106-109 should be changed to say that a pay range for the executive director was selected, but not state the actual range. Saavedra noted that there was a duplication of several lines.

**Knutsen Moved, Lindemulder Seconded, Passed unanimously a motion to approve the February 11, 2008 Board of Supervisors meeting minutes as read.**

There was no public comment.

Saavedra presented the non-competitive grant applications for the Board's review.

**City of Bellevue Grant Application Packet:**

**Wallace Moved, Lindemulder Seconded; Passed unanimously a motion to approve the City of Bellevue, Utilities Member Jurisdiction grant application for \$17,000 from Returned Assessment Funds for the City of Bellevue, Utilities Storm Drain Marking Program.**

**Wallace Moved, Knutsen Seconded; Passed unanimously a motion to approve the City of Bellevue, Utilities Member Jurisdiction grant application for \$7,000 from Returned Assessment Funds for the City of Bellevue, Utilities Onsite Car Wash Research Program.**

There was an extended discussion of the merits of regulation vs. education.

**City of Kent Grant Application Packet:**

**Knutsen Moved, Lindemulder Seconded; Passed unanimously a motion to approve the City of Kent, Parks Member Jurisdiction grant application for \$10,748.75 from 2005 and 2006 Assessments for the City of Kent, Parks ReLeaf 2007 at Clark Lake Park..**

**Green-Duwamish-CPS Watershed Forum (WRIA 9) Grant Application Packet:**

**Knutsen Moved, Wallace Seconded; Passed unanimously a motion to approve the Green-Duwamish-CPS Watershed Forum grant application for \$325,000 from 2006 Assessments for the North Wind's Weir Intertidal Restoration Construction Phase Project**

**Member Jurisdiction and WRIA Forum Grant Items to be Reflected in the Minutes:**

Grant Subcommittee amended the *King County Raging River Preston Reach Floodplain Reconnection Project* grant agreement, extending the project completion date to December 31, 2008 and revising the budget as submitted.

Grant Subcommittee amended the *City of Tukwila Duwamish Gardens Acquisition Project* grant agreement, extending the project completion date to December 31, 2008 and revising the scope of work as submitted.

Grant Subcommittee amended the *City of Bellevue, Utilities Beaver Management Implementation Project* grant agreement, revising the scope of work as submitted.

Grant Subcommittee closed-out the *City of Issaquah Issaquah Creek Sycamore Area Restoration Phase II Project* grant agreement, documenting scope of work completed and grant funds expended as approved.

Grant Subcommittee closed-out the *City of Kirkland Juanita Creek Habitat Assessment Project* grant agreement, documenting scope of work completed and grant funds expended as approved.

Hamilton Lucas presented the Finance Report beginning with the list of checks for February. Questions from the Board regarding a few of the items were addressed.

**Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve checks # 10732-10812 in the amount of \$ 299,193.69.**

The balance sheet was distributed and reviewed. \$1.8 million is in the unrestricted balance and \$6.3 is in the restricted balance. The budget tracking report was distributed and reviewed. Currently, the District is under budget due to budgeted for, but unfilled, staff positions.

**Wallace Moved, Vos Seconded, Passed unanimously a motion to accept the February 2008 finance report as presented.**

Subcommittee reports:

60 Grant Subcommittee: B. Reed updated the board on the Conservation Partnership Program. The  
61 program will co-fund Wild Places in City Spaces and Natural Resources Stewardship grants.  
62 The total amount of District funding for the two programs will be \$80,000. The grant programs  
63 and grant awards will be administered by King County as in the past. The program is included in  
64 the 2008 Work Plan and Budget.

65 The WRIA 7 Opportunity Fund is moving forward. 34 applications for funding have been  
66 received, which is 24 more than last year. This total includes 12 individual landowners proposing  
67 projects. The projects proposals include aquatic area buffer enhancement, fish passage barrier  
68 removal, and alluvial fan management. The Snoqualmie Watershed Forum will first rank the  
69 projects and transmit the ranked list to the District for District review by June. The District  
70 Grant Subcommittee recommendations will likely be ready for Board approval at the July board  
71 meeting

72 Outreach Subcommittee: S. Hemphill gave her legislative update. The KCD sponsored reception  
73 had good attendance. The committee has expanded to include more district staff, so the meeting  
74 times have been modified so that one meeting will be held at the District offices on Thursday at  
75 9:30 to allow for staff participation.

76 G. Reed and B. Reed are involved in the Puget Sound Partnership - CD Caucus.

77 There will be an Advisory Committee Finance Workshop March 25 in the Suburban Cities  
78 Conference room.

79 As a result of the board and staff retreat, talking points have been proposed and reviewed. A  
80 draft of talking points was distributed to the group.

81 Bartlett gave a presentation about his outreach activities. The March 18, 2008 Supervisor  
82 election information has been posted on the website.

83 The DVD of the KCD video is being completed now. A total of 2,500 copies will be produced. It  
84 will be broadcast in rotation on county TV.

85 The presentations to the Rotaries are going well. G. Reed is trying to get funding for the  
86 Veterans Conservation Corps from the KC Veteran's levy funding. There was discussion about  
87 the review of the county comprehensive plan and its possible effects on the District's  
88 constituents. Other items discussed were: coordinating the delivery of confiscated grow lights to  
89 local farmers, healthy lifestyle fund raising ideas, local roller derby team volunteering on a  
90 District project, the Duff project (purchasing a farm to allow local farmers access to land), and  
91 replacing the wetland nursery banner with a sign.

92 Vos attended the annual plant sale and expressed his appreciation for the hard work of the staff  
93 working at the sale.

The Issues committee met with district staff about the draft template for the basic farm plan, and the flow chart that will determine the use of the basic or more detailed farm plan will be presented to the board for review.

There was no Policy Subcommittee meeting.

M. Hagen and B. Reed presented an overview of the District Landowner Incentive Program. The materials included in the Board packets had been reviewed by the Strategic/Special Projects Subcommittee and they were looking for an endorsement by the Board regarding the proposed direction of the program. Discussion ensued regarding the use of the term "farm plan" and how the different types should be named to reduce confusion. Other details of the program were discussed.

Vos said that a contract with Ed Zappel was in negotiation for the Best Available Science and Engineering (BASE) program to improve science and cost effectiveness on alluvial fan projects. One of the challenges is building trust in the county and improve coordination and cooperation on the issue. Hemphill said the science is 10 years old and the term should be updating the science.

The Board of Supervisors election is to be held on March 18. Vos is running for his seat on the Board, there are no other candidates for the position. Discussion ensued about how to increase interest in an un-opposed election.

Applications for the one of the two appointed positions on the Board are due at the Conservation Commission on March 31. Anyone who wishes to apply may get the application off the Commission's website.

B. Reed distributed an agenda for discussion of the activities of the Puget Sound CD Caucus. The District has completed and submitted its inventory of District programs and services for inclusion in the Puget Sound Partnership Action Agenda Inventory. King County will play a leadership role as they have worked on the watershed plans. Discussion ensued.

District staff member J. Monaghan was contacted by phone for a discussion about the revisions being made to farm plans.

The Puget Sound Stewards program proposal was reviewed. The outline of the program is to have an online pledge form that details 10 simple things that can be done to become a steward, to receive a number (the first pledgers will receive lower numbers and hopefully this will have a cachet akin to a low REI number) and become part of a group identification. There is \$25k in the budget for seed money to get the project off the ground.

**Knutsen Moved, Lindemulder Seconded, Passed unanimously a motion to authorize creation of a CD of District projects to forward to the CD Caucus to sell the Puget Sound Stewards program.**

128 G. Reed wanted consensus from the Board to move forward with the Stewards project. More  
129 discussion ensued.

130 Barry gave an update on the District reorganization. She distributed a timeline of her work on the  
131 business planning effort, and scheduling work sessions in the office in April. She also updated  
132 the Board on the search for the Executive Director. Bill Avery of Avery and Associates will be  
133 doing detail interviews before submitting a list of candidates to the Board.

134 Hamilton Lucas updated the Board on the failed search for an Administrative Assistant. The two  
135 finalists did not pass the reference checks. Discussion ensued about why the search was  
136 unsuccessful and what should be done next. Wallace said that it was his understanding that the  
137 new Executive Director would have input on the hiring of the Admin Assistant. Discussion  
138 ensued about whether the other new hires were supposed to be temps or permanent employees so  
139 as to allow the incoming Executive Director to have a say in who was hired. It was decided to  
140 continue to use temps for administrative duties as needed.

141 Barry's contract amount has been spent.

142 **Wallace Moved, Knutsen Seconded, Passed Unanimously a motion to add an additional**  
143 **\$25,000 to Barry's contract. The additional funding will be taken from reserves unless**  
144 **other budget line items are being underspent and available for budget revision.**

145 Barry will e-mail her proposed scope of work for the additional contract amount to the board  
146 members.

147 There will be a Conservation Commission budget meeting March 26 in Ellensburg.  
148 Lindemulder, Knutsen and B. Reed are planning on attending.

149 B. Reed said that WRIA 9 Watershed Forum plans to continue to offer its version of an  
150 Opportunity Fund to fund small grant projects through the District-WRIA 9 Forum partnership.

151 There being no more business before the Board, the meeting was adjourned at 9:45pm.

152

153

154

155 \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

156

157

### Summary of Motions

158 **Knutsen Moved, Lindemulder Seconded, Passed unanimously a motion to approve the**  
159 **February 11, 2008 Board of Supervisors meeting minutes as read.**

160 **Wallace Moved, Lindemulder Seconded; Passed unanimously a motion to approve the City**  
161 **of Bellevue, Utilities Member Jurisdiction grant application for \$17,000 from Returned**  
162 **Assessment Funds for the City of Bellevue, Utilities Storm Drain Marking Program.**

163 **Wallace Moved, Knutsen Seconded; Passed unanimously a motion to approve the City of**  
164 **Bellevue, Utilities Member Jurisdiction grant application for \$7,000 from Returned**  
165 **Assessment Funds for the City of Bellevue, Utilities Onsite Car Wash Research Program.**

166 **Knutsen Moved, Lindemulder Seconded; Passed unanimously a motion to approve the City**  
167 **of Kent, Parks Member Jurisdiction grant application for \$10,748.75 from 2005 and 2006**  
168 **Assessments for the City of Kent, Parks ReLeaf 2007 at Clark Lake Park..**

169 **Knutsen Moved, Wallace Seconded; Passed unanimously a motion to approve the Green-**  
170 **Duwamish-CPS Watershed Forum grant application for \$325,000 from 2006 Assessments**  
171 **for the North Wind's Weir Intertidal Restoration Construction Phase Project**

172 **Lindemulder Moved, Wallace Seconded, Passed unanimously a motion to approve checks #**  
173 **10732-10812 in the amount of \$ 299,193.69.**

174 **Wallace Moved, Vos Seconded, Passed unanimously a motion to accept the February 2008**  
175 **finance report as presented.**

176 **Knutsen Moved, Lindemulder Seconded, Passed unanimously a motion to authorize**  
177 **creation of a CD of District projects to forward to the CD Caucus to sell the Puget Sound**  
178 **Stewards program.**

179 **Wallace Moved, Knutsen Seconded, Passed Unanimously a motion to add an additional**  
180 **\$25,000 to Barry's contract. The additional funding will be taken from reserves unless**  
181 **other budget line items are being underspent and available for budget revision.**