

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

June 9, 2008

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

3 **Associate Supervisors Present:** David Irons

4 **Guests Present:** Wendy Barry, Effective Options, Sara Hemphill, Sustainable Solutions, Sally
5 Abella, WLRD, Dennis Robertson, WRIA 9, David Batker, Earth Economics, Perry Falcone,
6 WRIA 7 Clare Heilman, Nature Vision, Barry Bartlett, The Bartlett Group, Steve Ohlenkamp,
7 TCG, Karen Bergeron, WRIA 9, Mary Harendon, Lake Marcel Community Club

8 **Staff Present:** Jeffrey Possinger, Geoff Reed, Brandy Reed, Jessica Saavedra, Marla Hamilton
9 Lucas

10 **NRCS Staff Present:** Clare Flanagan (arrived later)

11 Chair Knutsen called the meeting to order at 6:00pm. The agenda was reviewed and several
12 items were added: 1) a possible presentation from Pam Roach and 2) an adjustment to the
13 surplus equipment list presented at the previous meeting.

14 Introductions were made around the table. The minutes from the May 12, 2008 Board of
15 Supervisors meeting were reviewed.

16 **Livengood Moved; Lindemulder Seconded; Passed a motion to approve the May 12, 2008**
17 **Board of Supervisors meeting minutes as read.**

18 An opportunity for public comment was opened. There were no comments.

19 Batker from Earth Economics made a presentation to the Board about the WRIA 9 funding
20 mechanism grant to address questions that arose during the subcommittee review process.
21 Robertson spoke to the Board on behalf of the project as well.

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

23 **Lindemulder Moved, Livengood Seconded; Passed 4-1 (Vos opposed) a motion to approve**
24 **the Green-Duwamish-CPS Watershed Forum grant application for \$50,000.00 from 1998,**
25 **2000, and 2005 Assessments for the *Identifying a Funding Mechanism for Implementation of***
26 **WRIA 9 Salmon Habitat Plan Project.**

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

28 Grant Subcommittee amended the *City of Seattle Lakeshore Salmon Friendly Design Guidebook*
29 *Project* grant agreement, extending the project completion date to September 30, 2008.

*“Promoting sustainable uses of natural resources
through responsible stewardship”*

30 Grant Subcommittee amended the *King County Chinook Spawning Habitat and Flow Regime*
31 *Assessment in the Middle Green Project* grant agreement, extending the project completion date
32 to May 2009.

33 Grant Subcommittee closed-out the *King County Agriculture Program 2007* grant agreement,
34 documenting scope of work completed and grant funds expended as approved.

35 B. Reed presented the first round of Opportunity Fund Grant Applications to the board for their
36 review and approval. There are 27 applications in total out of 35 pre applications.

37 **2008 KCD – Snoqualmie Watershed Forum Opportunity Fund Grant Application Packet:**

38 **Lindemulder Moved, Vos Seconded; Passed unanimously a motion to approve the KCD-**
39 **Snoqualmie Watershed Forum Opportunity Fund grant application for \$10,000 (\$5,000**
40 **from the KCD general operating budget and \$5,000 from 2008 special assessments**
41 **allocated to the WRIA 7 Watershed Forum) for the *Snoqualmie Tribe Knotweed***
42 **Removal/Restoration at Joe Mullen’s Project.**

43 **Livengood Moved, Lindemulder Seconded; Passed unanimously a motion to approve the -**
44 **KCD-Snoqualmie Watershed Forum Opportunity Fund grant application for \$21,000**
45 **(\$10,500 from the KCD general operating budget and \$10,500 from 2008 special**
46 **assessments allocated to the WRIA 7 Watershed Forum) for the *King County DRNP WLRD***
47 **Albro Alluvial Fan Remediation Project.**

48 **Lindemulder Moved, Wallace Seconded; Passed unanimously a motion to approve the -**
49 **KCD-Snoqualmie Watershed Forum Opportunity Fund grant application for \$22,421**
50 **(\$11,210.50 from the KCD general operating budget and \$11,210.50 from 2008 special**
51 **assessments allocated to the WRIA 7 Watershed Forum) for the *King County DNRP WLRD***
52 **Lake Marcel Community Education and Native Revegetation Project.**

53 **Wallace Moved, Livengood Seconded; Passed unanimously a motion to approve the KCD-**
54 **Snoqualmie Watershed Forum Opportunity Fund grant application for \$29,500 (\$14,750**
55 **from the KCD general operating budget and \$14,750 from 2008 special assessments**
56 **allocated to the WRIA 7 Watershed Forum) for the *Stilly-Snohomish Fisheries***
57 **Enhancement Task Force Anthracite Creek Enhancement and Awareness Project.**

58 **Lindemulder Moved, Vos Seconded; Passed unanimously a motion to approve the KCD-**
59 **Snoqualmie Watershed Forum Opportunity Fund grant application for \$5,505 (\$2,752.50**
60 **from the KCD general operating budget and \$2,752.50 from 2008 special assessments**
61 **allocated to the WRIA 7 Watershed Forum) for the *Restoration Logistics Sierra property***
62 **Wetland Buffer Enhancement Project.**

63 **Livengood Moved, Wallace Seconded; Passed unanimously a motion to approve the KCD-**
64 **Snoqualmie Watershed Forum Opportunity Fund grant application for \$29,085**
65 **(\$14,542.50 from the KCD general operating budget and \$14,542.50 from 2008 special**

66 **assessments allocated to the WRIA 7 Watershed Forum) for the Wild Fish Conservancy**
67 **Indian Creek/Dolder Farm Fish Passage Project Project.**

68 Heilman and Falcone expressed support for an upcoming Opportunity Fund grant application.

69 Hamilton Lucas presented the May Financial report beginning with the list of monthly expenses
70 for May. Some questions were posed and answered on some of the expense items.

71 **Livengood Moved; Lindemulder Seconded; Passed unanimously a motion to approve check**
72 **#'s 10998 -11079 in the amount of \$691,388.59 for May 2008 expenses.**

73 The balance sheet and budget tracking report were distributed, Restricted fund is approx \$8
74 million dollars and the unrestricted fund is \$1.9 million. The budget tracking report was
75 reviewed. 58% of the year remains and 72% of budgeted expenses remain to be spent. The major
76 cause of the under budget condition is the District having budgeted positions that are not
77 currently filled.

78 **Wallace Moved; Lindemulder seconded; Passed a unanimously a motion to accept the May**
79 **2008 Finance report as presented.**

80 Hamilton Lucas proposed that the Executive Director be added to the list of authorized signers
81 on the District checking account.

82 **Wallace Moved; Livengood Seconded; Passed unanimously a motion to add Executive**
83 **Director Jeffrey Possinger to the list of authorized check signers on the District checking**
84 **account along with current signers Wallace, Livengood and Knutsen.**

85 B. Reed presented a draft Program of Work for 2009 for review and comment. Staff have met
86 with the chair of the Advisory Committee and received his feedback. Staff is recommending that
87 the Board approve the current 2009 draft POW and transmit it to the AC for their review.
88 Discussion ensued about defining agriculture. Possinger proposed using the phrase “food, fiber
89 and other ag production”.

90 **Lindemulder Moved; Vos Seconded; Passed unanimously a motion to amend the 2009**
91 **Program of Work Section 2 as proposed by Possinger to define agriculture as “food, fiber**
92 **and other ag production”.**

93 Knutsen said that comments from the AC would be taken under advisement and changes would
94 be made to the POW only if the document’s purpose is clarified.

95 **Draft 2009 Program of Work**

96 **Vos Moved, Livengood Seconded, Passed a motion to approve the Draft 2009 Program of**
97 **Work and transmit to the Advisory Committee for comment.**

98 Subcommittee reports:

99 Grants- Livengood mentioned that the Opportunity Fund review committee will be bringing
100 additional applications to the Board for approval up to the \$200,000 total for the program. G.
101 Reed asked about progress in talking to WRIA 8 and 9 about setting up opportunity funds.
102 Possinger wanted time to review the issue, and wants to have a discussion about it at the next
103 meeting to get approval for an approach on the issue. Vos wanted to spend the next two weeks
104 defining landowner incentives so that we know what we are trying to accomplish.

105 Outreach- Hemphill has e-mailed her written report and reviewed action items with the Board.
106 The sponsorship of the Smithsonian "Dig It" soil exhibit at the Pacific Science Center is moving
107 forward. It was suggested that the estimated cost of \$50-150k be put into the 2010 budget as a
108 placeholder. The cost of associated staff time has not yet been determined, but at this time Gayle
109 Hoffman is spending 60% of her time on the project. Lindemulder asked if this project would
110 eliminate or reduce other programs. Livengood suggested the District write a grant to raise the
111 funds for the exhibit. Possinger asked for an action item from the Board.

112 **Wallace Moved; Vos Seconded; Passed unanimously a motion to authorize staff to move**
113 **ahead with negotiating District sponsorship of the Smithsonian "Dig It" exhibit at the**
114 **Pacific Science Center in 2010.**

115 The next Outreach item for discussion was the recording of an introduction to a video of a
116 District workshop by KC Council member Larry Phillips. Ohlenkamp updated the board and
117 presented the idea of an ongoing video budget to do introductions so that the District videos can
118 be shown on County television. Discussion ensued about the merits and risks of the idea, as well
119 as the proposed script for Phillips. Possinger asked for board direction to staff on the issue.
120 Livengood suggested three items that must be in the script. Vos and Lindemulder proposed some
121 policy guidance for future situations. Possinger asked if there were items that would be
122 unacceptable inclusions in the script. Wallace suggested the Policy and Outreach committees be
123 involved in policy setting.

124 **Lindemulder Moved; Wallace Seconded; Passed unanimously a motion to approve funding**
125 **in the amount of \$1,100 to video Philips' introduction to the KCD workshop video.**

126 Knutsen went on the PARC tour and updated the Board. He supported having Horses for Clean
127 Water work on the Firewise program. Bartlett updated the board on the Stewardship Partnership
128 grant and KUOW radio campaign. Hemphill said she had started meeting with Federal Way but
129 not Enumclaw regarding District membership.

130 Issues committee- Lindemulder said there would be a meeting at the District this coming
131 Wednesday to allow river safety personnel to address the Large Woody Debris in rivers issue. G.
132 Reed thought the District should get this issue on the County's agenda.

133 Policy committee- The "mini" farm plan process is getting closer to a "buyoff" by the Natural
134 Resources Conservation Service. The plan will be reviewed by other planners at the Washington

135 Association of District Employees conference next week. A draft of a KCD Statement of Ethics
136 and Political Policy was distributed for review by the Board.

137 Vos stated that he did not think it was appropriate for money taken from citizens to be used for
138 District promotional purposes. Wallace disagreed, saying that it was important for the District to
139 let people know who we are. Knutsen directed that the issue be tabled and discussed in an
140 upcoming workshop.

141 Strategic Initiatives- the District is making friends with its CD partners with the video that is
142 currently in production for Puget Sound Stewards. There was a discussion on the common
143 themes of districts.

144 Vos presented the idea of having the District adopt a highway and he volunteered to lead a clean
145 up crew, although there are concerns about finding volunteers for the project.

146 The BASE project is concentrating on alluvial fans. The engineering consultant on the project
147 has provided a list of water quality monitoring equipment for the KCD to purchase and use for
148 continued monitoring by landowners. He estimated the cost to be less than \$3,500.

149 **Vos Moved, Wallace Seconded, Passed unanimously a motion to allocate \$3,500 out of the**
150 **total BASE imitative budget for purchase of water quality monitoring equipment.**

151 There was nothing from the Budget subcommittee at this time.

152 Flanagan from NRCS informed the Board that the computer security and privacy testing that is
153 required of District staff for continued occupancy of the NRCS office area will be optional for
154 the Board and consultants. Knutsen said the Board should do it anyway. The Link pass system
155 being installed in NRCS offices will not be operational until FY 2009.

156 There was no executive session.

157 Barry presented a board action request for scheduling 3 work sessions during July as part of the
158 reorganization process. In preparation for the work sessions, Board members will prepare 2 page
159 white papers for staff to read. The goal of the work sessions is to have a dialog between Board
160 and staff about the business of the District. In addition, it will provide a chance to hear
161 viewpoints. After discussion, it was determined that the sessions would be held on Wed July 23
162 from 3:30 to 6:30pm, Mon July 28 from 10am to 1pm and Thurs August 7 from 10am to 1pm.
163 Location is to be arranged- possibly at the Tukwila conference center. White papers will be due
164 prior to the next board meeting.

165 Barry led a discussion about Board roles that will be continued at the workshops.

166 Knutsen presented a Board action request to extend Barry's contract thru August for \$6,000 to
167 complete the workshops.

168 **Livengood Moved, Wallace Seconded, Passed unanimously a motion to authorize the**
169 **extension of Effective Options contract thru August 2008 in the amount of \$6,000.**

170 G. Reed updated the Board on plans for the District annual meeting. It will be held at the annual
171 Frog Frolic at Shadow Lake Bog, which will be in September this year. The Master of
172 Ceremonies will be radio personality Ron Upshaw. Nominees for various conservation awards
173 given by the District were discussed. Wallace suggested Steve Mullet of the Advisory
174 Committee for the Service Award.

175 The 2008 election has been certified by the Washington Conservation Commission and Vos was
176 re-elected to his seat on the Board. Wallace was reappointed to his seat by the WCC.

177 Knutsen reported on the Ames Lake water quality report and meeting. He thought it went well
178 and will allow the District to start assisting landowners with water quality monitoring.

179 B. Reed said that one of the serial numbers of the equipment surplusd at last month's meeting
180 was incorrect.

181 **Wallace Moved, Lindemulder Seconded, Passed unanimously a motion to remove item**
182 **number 2004-04 from the equipment surplus list approved May 12, 2009 and replace it**
183 **with item number 2003-04.**

184 Possinger asked the Board for direction on three proposed staff hires. The positions are included
185 in the budget for 2008 and are an administrative assistant (new), a project specialist
186 (replacement) and an engineer (replacement). Knutsen suggested putting together a small works
187 register for engineering services. There was discussion about the pay scale for the administrative
188 position as the pay might not be high enough to attract the right person for the position. It was
189 determined that the range would be \$35k to 42k. A cushion has been built into the 2008 budget
190 for salary adjustments so there should be no effect of this change on the current budget. Vos
191 thought the project specialist should be a habitat specialist. Discussion ensued.

192 Knutsen said that now the Executive Director is in place, it is time for hiring the administrative
193 assistant. It was decided to determine what the District needs for engineering services before
194 filling that position.

195 Knutsen presented Possinger's employment contract for Possinger to sign.

196 There being no more business before the Board, the meeting was adjourned at 10:30pm.

197

198

199 _____
Authorized Signature

Date

200

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Summary of Motions

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