

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

April 13, 2009

1 **Supervisors Present:** Bill Knutsen, Chair, Bob Vos, Vice Chair, Scott Wallace, Member, Bobbi
2 Lindemulder, Member

3 **Associate Supervisors Present:**

4 **Guests Present:** Sara Hemphill, Sustainable Solutions, Wendy Barry, Effective Options, Tom
5 Kuykendall, City of Bellevue

6 **Staff Present:** Jeffrey Possinger, Brandy Reed, Susan Wermus, Jessica Saavedra, Marla
7 Hamilton-Lucas, Marcie Myers

8 **NRCS Staff Present:** none

9 Chair Knutsen called the meeting to order at 6:34 pm.

10 PRELIMINARY MATTERS:

11 Introductions were made and the agenda was reviewed.

12 **Wallace Moved; Vos Seconded, Passed unanimously a motion to approve the meeting**
13 **agenda. (3 ayes, 0 nays)**

14 PUBLIC COMMENT:

15 One citizen was present to speak to the board under Public Comment: Cory Huskinson.
16 Huskinson thanked the KCD for all the hard work and support of best management practices on
17 his property. He is working to get all of his neighbors connected with KCD and implementing
18 best management practices on their property. He praised Marcie for her hard work with him.
19 Huskinson voiced some concerns about the way in which his KCD Rock Award was presented to
20 him as well as some general comments and ideas on the KCD public profile.

21 CONSENT AGENDA:

22 **Wallace Moved, Vos Seconded, Passed unanimously a motion to approve the consent**
23 **agenda. (3 ayes, 0 nays) [AI 09-044 – AI 09-046 and AI 09-048 – AI 09-051]**

24 PRESENTATIONS:

25 Tom Kuykendall with the City of Bellevue presented information to the board regarding a grant
26 application the City of Bellevue submitted to KCD. The project proposal focuses on measuring
27 flow of natural drainage areas using technology instead of staff time highlighting the utilization
28 of low-cost systems. The board asked questions and Kuykendall provided responses.

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

29 Wendy Barry of Effective Options presented options for evaluating and providing feedback to
30 the KCD Executive Director. Option 1 consisted of feedback sessions, option 2 consisted of
31 competency model development, and option 3 consisted of executive coaching. Barry explained
32 the details of what each option included and pricing for each. She recommended that feedback
33 sessions start right away and that development of a competency model follow after. The board
34 asked questions and Barry provided responses.

35 REGULARLY SCHEDULED ITEMS:

36 Possinger provided the Executive Director Report highlighting certain aspects of the written
37 report given to the board. Staff is working to find alternate board room chairs so as to be more
38 inclusive to meeting visitors and participants. A salary schedule presentation will be brought to
39 the board at the next meeting. Knutsen, Wallace, Possinger, and Hemphill met with various
40 legislators and stakeholders on March 25th in Olympia. Hamilton-Lucas will present the board
41 with budget presentation and reporting options this evening. The first official board meeting that
42 our newly elected supervisor, Preston Drew, will attend is June 8th. The District has received a
43 couple of public document requests related to the recent supervisor election and a streamlined
44 and efficient process for managing these and future PDRs is in progress. Signage for the new
45 KCD office space is still in progress and a contractor should be identified very soon.
46 Advertising has been posted for the District Engineer staff position. The goal is to have the
47 position filled by June 1st. An offer was made to Jason Chambers for the Public Information
48 Officer position and he will start work with the District on Monday April 20th. A preliminary
49 meeting on the BASE program was held last week with DNRP and DDES and work is
50 continuing on program development with Ed Zapel.

51 Knutsen provided the Board Chair Report. Knutsen mentioned that Jason Chambers is a native
52 of Washington so he is familiar with Western Washington. Knutsen, Vos, Possinger, and Zapel
53 will meet with National Marine Fishery Service staff on April 24th regarding possible necessary
54 permitting for the alluvial fan work as part of the BASE program.

55 Hamilton-Lucas and Possinger provided the Administration and Budget Subcommittee Report
56 and the Finance Manager Report. They presented the board with several options of budget
57 presentation with the intention of being as transparent as possible to external audiences. The
58 new structure includes accounting for all \$10 of the assessment fee and accurate accounting for
59 new administrative expenses like rent. She is researching administrative costs for other
60 conservation districts. The board asked questions and Hamilton-Lucas and Possinger provided
61 responses. Hamilton-Lucas presented the draft format for the income statement and balance
62 sheet which financially reflected the first quarter of 2009.

63 Wallace did not have a report.

64 Vos reported on his efforts to schedule the first meeting of the Program Development, Science,
65 and Engineering Board Subcommittee. Vos and Wermus will coordinate scheduling this
66 meeting. Vos has tentatively proposed Monday April 20th 12:30 – 2 pm at the KCD office.

67 Meeting participants will be Vos, Possinger, Knutsen, Zapel, Hemphill, District staff member
68 Ken Halgren, and possibly Associate board member Tony Zraggen. The subcommittee meeting
69 will focus on brainstorming programming ideas and discussion of the BASE program.

70 Hemphill provided her Consultant Report. She handed out a written report and highlighted
71 several sections of the report including the upcoming Advisory Committee meeting on April 23rd
72 and an upcoming WRIA meeting in May.

73 Knutsen called for a meeting break at 9:10 pm. Knutsen reconvened the meeting at 9:17 pm.

74 PUBLIC HEARINGS:

75 No public hearings were scheduled for tonight's meeting.

76 UNFINISHED BUSINESS:

77 Possinger began discussion with the board on the assessment renewal process. Possinger laid
78 out what necessary documentation must be submitted in order to be considered for the
79 assessment funding renewal. One item is the Program of Work which is the general framework
80 for the funding and is submitted with the System of Assessments. The Strategic Plan will be
81 useful to create the Program of Work. The intention is to have all three of these documents have
82 consistency. Board discussion ensued. Hemphill projected a list of questions and factors to
83 consider in preparation for the assessment renewal. All board, staff, and consultants present
84 made real time revisions / additions to the list. Revisions were distributed in real time in hard
85 copy format to those present.

86 Possinger projected the main priorities of the District and the District's strategic goals for review
87 by the board. Viewing of goals that steer the focus of the District is an important regular
88 practice. The board commented and Possinger made note of any changes to be made.

89 NEW BUSINESS:

90 The board considered a grant application for a pilot demonstrator project at 145th Place to monitor
91 water flow via technology, AI 09-047. Kuykendall presented this proposed project to the board earlier in
92 the evening. The board discussed the application and Vos expressed the desire to send the application to
93 the Program Development, Science, and Engineering Subcommittee to explore several outstanding
94 questions, including whether pollutants associated with infiltrated runoff should be controlled, how to
95 evaluate the cost effectiveness of the proposed approach, and whether additional environmental
96 parameters should be included in the monitoring plan.

97 **Wallace Moved; Vos Seconded, Passed unanimously a motion to send AI 09-047 to the**
98 **Program Development, Science, and Engineering Board Subcommittee for possible**
99 **expansion of the monitoring parameters and for cost-benefit analysis. (4 ayes, 0 nays)**

100 The board considered the surplus of District software, AI 09-052.

101 **Wallace Moved; Vos Seconded, Passed unanimously a motion to approve surplus of**
102 **software inventory as presented. (4 ayes, 0 nays) [AI 09-052]**

103 The board considered a decision on Executive Director reviewing options presented by Barry
104 earlier this evening. The board considered the options, the related costs, and timelines.

105 **Wallace Moved; Lindemulder Seconded, Passed unanimously a motion to enter into a**
106 **contract with Effective Options, specifically options 1 and 2 as presented by Wendy Barry,**
107 **to provide a review of the District Executive Director. (4 ayes, 0 nays) [AI 09-053]**

108 The board considered the reappointment of selected Advisory Committee members, AI 09-054.
109 Hemphill recommended the reappointment of the Advisory Committee members whose terms
110 were about to expire. Board discussion ensued.

111 **Wallace Moved; Lindemulder Seconded, Passed unanimously a motion to approve the**
112 **recommendation of the Strategic Planning and Stakeholder Relations Subcommittee to**
113 **reappoint David Burger, Tom Carpenter, Dr. Don Davidson, Sandra Kilroy, and Darrell**
114 **Westover to full three-year terms on the King Conservation District Advisory Committee.**
115 **(4 ayes, 0 nays) [AI 09-054]**

116 **Vos Moved, Wallace Seconded, Passed unanimously a motion to adjourn the meeting. (4**
117 **ayes, 0 nays)**

118 Chair Knutsen adjourned the meeting at 11:30 pm.

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122 _____
Authorized Signature

_____ Date

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Summary of Motions

126 **Wallace Moved; Vos Seconded, Passed unanimously a motion to approve the meeting**
127 **agenda. (3 ayes, 0 nays)**

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129 **agenda. (3 ayes, 0 nays) [AI 09-044 – AI 09-046 and AI 09-048 – AI 09-051]**

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142 **(4 ayes, 0 nays) [AI 09-054]**

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