

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

REGULAR MEETING

December 13, 2010

APPROVED

1 **Supervisors Present:** Bill Knutsen, Board of Supervisors Chair, Bob Vos, Board of Supervisors
2 Vice-Chair, Jeanette McKague, Supervisor, Max Prinsen, Board of Supervisors Auditor, Preston
3 Drew, Supervisor

4 **Associate Supervisors Present:** The District currently has no Associate Supervisors serving on
5 the board.

6 **Staff Present:** Sara Hemphill, Susan Wermus (Clerk), Marla Hamilton-Lucas, Marcie Myers,
7 Jessica Saavedra

8 **Guests Present:** Randall Parsons, Normandy Park / Burien, Marilyn Sears, citizen, Stu Trefry,
9 Washington State Conservation Commission

10 Chair Knutsen called the meeting to order at 6:02 pm. A quorum was present. Directly ahead of
11 tonight's meeting, Stu Trefry, with the Washington State Conservation Commission, swore in
12 Jeanette McKague as a new supervisor.

13 Introductions were made and the agenda was reviewed.

14 Vos requested that a personnel matter be added under New Business and stated that the matter
15 does not need to be as part of an executive session.

16 **Vos Moved; McKague Seconded, Passed unanimously a motion to approve the meeting**
17 **agenda. (5 ayes, 0 nays)**

18 CONSENT AGENDA:

19 **Prinsen Moved; Vos Seconded, Passed unanimously a motion to approve the consent**
20 **agenda. (5 ayes, 0 nays) [Board Minutes 11-08-10 Regular/Annual Meeting, Board Minutes**
21 **11-22-10 Special Meeting, KCD LIP Applications AI 10-181 – AI 10-182, and AI 10-180:**
22 **ratification of King Conservation District Checks 13380 - 13454 in totaling \$486,511.76.]**

23 PUBLIC COMMENT: None

24 PULLED CONSENT AGENDA ITEMS: None

25 PRESENTATIONS:

26 Piner Point Bulkhead Removal Project

27 Jessica Saavedra, King CD, presented the board with pictures and short video clips of the
28 bulkhead removal project at Piner Point. Greg Rabourn, King County, joined the presentation
29 via conference call. This project is funded greatly by the King CD / WRIA 9 grant for \$180,000
30 and the total project cost is \$244,000. The project covers 255 feet of shoreline on Maury Island.
31 The board asked technical questions related to the wing wall, the lineal feet of project length, and
32 removal of the materials as well as questions related to the return of any unused funds.

33 REGULARLY SCHEDULED ITEMS:

34 Staff and Consultant Reports

35 Reed provided the *Implementation Lead report*. She informed the board that this fall the
36 Implementation Team has been conducting aquatic restoration project planning for those farm
37 plans that require it and that cost-share is available.

38 Mountains-to-Sound Greenway is developing a heritage study and King CD has been invited to
39 sit on the Department of Ecology working group.

40 Regarding the Green Shorelines program, King CD and WRIA 8 receives funding from the
41 Department of Ecology to conduct shoreline enhancement projects. King CD provides the
42 technical assistance.

43 The Green Shorelines program will require significant engineering time and expertise. Reed
44 would like to move ahead with the hiring an engineer for the Green Shorelines program, the
45 Marine Shorelines program, and member jurisdiction projects. The current area engineer and
46 contracted engineering firm can provide the expertise for these projects. Board questions related
47 to timing for bulkhead removal, agreed upon best management practices and King CD
48 guidelines.

49 UNFINISHED BUSINESS:

50 LIP Policy [AI 10-169]

51 Myers began by saying that the LIP Policy revision request was brought before the board at the
52 November Annual Meeting and that LIP provides cost-share for mostly agricultural practices.
53 Under current LIP policy, funding that is unused or returned due to contract cancellation goes
54 back into the general budget for the following year for reallocation. Myers is proposing that the
55 funding yet unused from 2008 and 2009 be made available for LIP applicants in 2010. The
56 question to the board is: what would the board like done with the funding from 2008 and 2009
57 cancelled LIP contracts? Board questions related to clarifying the current policy. Myers said she
58 would type up the proposed motion and return with it later in the meeting for a vote.

59 EXECUTIVE SESSION:

60 Executive Session began at 7:07 pm and focused on legal matters (RCW 42.30.110(1)(i)) and
61 personnel matters (RCW 42.30.110(1)(g)). Executive Session ended at 7:37 pm. There was no
62 action after Executive Session.

63 Knutsen called for a break at 7:37 pm and reconvened the meeting at 7:45 pm.

64 **Prinsen Moved; McKague Seconded, Passed unanimously a motion to re-allocate**
65 **encumbered funds to the current year's fiscal budget when an awarded cost share contract**
66 **from a prior year is cancelled. At the end of each fiscal year, any un-spent LIP cost share**
67 **budget will roll into the general fund. (5 ayes, 0 nays) [AI 10-169]**

68 REGULARLY SCHEDULED ITEMS: (continued)

69 Hamilton-Lucas provided the *Finance Manager report*. The audit will be complete after the final
70 signing from the auditor's office and no findings were found. She is working with the auditor on
71 litigation disclosure. Several exit items were brought to the King CD's attention: 1) the
72 recommendation regarding executive sessions is to leave the discussions in open session if a
73 discreet topic description is not provided, 2) put in place a formal usage policy for credit cards
74 voted on by the board, 3) put in place a formal board-voted policy for provided food and
75 beverages at board meetings and volunteer activities and 4) put in place a board ethics policy
76 (this policy is already provided for in the employee handbook).

77 Hamilton-Lucas handed out the Profit and Loss report and the Balance Sheet report. She stated
78 that interest has continued to remain low and that we are under budget in most categories for the
79 year. \$636,000 currently sits in the unrestricted account and she expects that we will come close
80 to the estimation of \$487,000 remaining in the unrestricted account, as projected during the 2011
81 budget creation process, by year end.

82 Hamilton-Lucas proposed a hybrid Washington State and King CD employee medical insurance
83 premium coverage system for 2011, now that all employees will have deductions from their
84 paychecks due to rising health insurance costs. She provided the board with a comparison
85 handout and she stated that a vote by the board will be necessary at the January 2011 board
86 meeting on this topic.

87 Board Subcommittee Reports

88 Hemphill provided the *Administration and Budget Subcommittee report*. The formal budget
89 proposal has been sent to the Metropolitan King County Council and we haven't heard any
90 response.

91 Vos provided the *Grants Subcommittee report*. The policy issue regarding what happens to King
92 CD funding when a grantee does not meet its contractual agreements has been sent to the
93 Administration and Budget Subcommittee. The committee is discussing how to create better cost

94 efficiencies for funded projects and Vos suggested King CD leading a high profile pilot project to
95 showcase this issue.

96 Knutsen provided the *Program Development, Science and Engineering Subcommittee report*. Ed
97 Zapel, a prior King CD consultant, is back in the area. Progress continues to be made with
98 ADAP, most recently regarding separating out expenses. Vos added that permit definitions are
99 still unclarified and additional coordination is needed between state and local level
100 representatives.

101 Board Chair Report

102 Knutsen informed the board that Christie True is the new head of King County's Department of
103 Natural Resources and Parks and that she has a waste water treatment background. Knutsen,
104 Hemphill and True recently met and the meeting was very positive. One topic discussed was the
105 controversial NRCS Snoqualmie Valley planting project. Knutsen attended the WACD meeting
106 where the topic of decreasing state funding was discussed.

107 Board Supervisor Reports

108 Vos reported that it is time again to conduct a regular clean up of stretch of highway 169 that the
109 King CD has committed to keeping clean as part of the Adopt-A-Highway program.

110 McKague stated that she is very pleased to be a King CD board supervisor.

111 Drew did not have a report.

112 Prinsen reported that he attended the WACD meeting. The Washington State Conservation
113 Commission has been receiving lots of pressure and business as usual there may change, one
114 example being the appointment of supervisors. There was lots of conversation about
115 conservation districts involvement with food security issues.

116 Executive Director Report

117 Hemphill informed the board that the 2011 Program of Work and Budget has been submitted to
118 the Metropolitan King County Council. The potential creation of a Local Conservation
119 Authority, the idea is still being considered, could be a possible vehicle for funding the WRIAs.
120 The request for an AmeriCorps intern to work with jurisdictions was approved. King CD
121 recently met with WRIA 7 regarding NFWF projects and funding will be available for them. A
122 draft resolution regarding the methodology and new rule required election details was included in
123 your board packets for review. Regarding administration, development of a merit-based
124 performance review process is continuing.

125 UNFINISHED BUSINESS:

126 Resolution 10-011: 2011 Supervisor Election

127 This item was addressed under the Executive Director Report.

128 NEW BUSINESS:

129 Report on Preliminary Plans for Upcoming Legislative Session

130 Hemphill reported that due diligence with legislators in the upcoming session will benefit King
131 CD greatly, especially related to the assessment.

132 Report on 2010 Advisory Committee and Looking to 2011

133 In 2010, the King CD Advisory Committee made great strides: the committee was brought
134 together in January 2010, a subcommittee was created to address solidifying a committee charter,
135 a committee chair, Jeanette McKague, and vice chair, Joan McBride, were chosen, new members
136 were appointed which brought balance between agriculture / citizen and jurisdictional
137 representation, a letter of support for the assessment was submitted to the council, fact sheets
138 detailing King CD projects in King County council districts were a great success, and ongoing
139 subcommittees were formed and are meeting regularly. As one of many successful examples of
140 progress with the committee, the Strategic Partnerships for Sustainable Stewardship
141 subcommittee was tasked with forming recommendations to the full committee regarding 2011
142 supervisor election methodology, which then was provided to the board.

143 Project Proposal: Wild Fish Conservancy, Fish Use after Ditch Maintenance [AI 10-184]

144 Knutsen presented to the board a project proposal with Wild Fish Conservancy to monitoring
145 agricultural ditches on Full Circle Farm. The project requests approximately \$15,000 in funding
146 from King CD which Wild Fish Conservancy would match with \$12,000 in funding. The written
147 proposal was handed out to the board. Hemphill suggested having a King CD representative be
148 involved in the project in some fashion. Prinsen stressed the need for the project to be balanced
149 so that the science and study results are sound and useful. Vos suggested contacting Bob
150 Firstenburg and tabling this action item for the next board meeting.

151 Vos stated that he is formally resigning from the board as of December 15th. Vos applied for
152 Scott Wallace's formerly vacant appointed board seat. Knutsen did not accept Vos' resignation
153 and Vos insisted. Vos added his congratulations to McKague. Knutsen, Hemphill and the board
154 thanked Vos for his valuable service.

155 Knutsen adjourned the meeting at 9:56 pm.

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159 Authorized Signature Date

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Summary of Motions

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