

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

REGULAR MEETING

February 15, 2011

APPROVED

1 **Supervisors Present:** Bill Knutsen - Chair, Jeanette McKague, Max Prinsen - Auditor, Preston
2 Drew

3 **Associate Supervisors Present:** None.

4 **Staff Present:** Sara Hemphill, Susan Wermus - Clerk, Brandy Reed, Jessica Saavedra, Marcie
5 Myers

6 **Guests Present:** Randall Parsons – Normandy Park, Karen Bergeron – WRIA 9, Josh Kahan –
7 King County DNRP, Eric Nelson - citizen

8 Chair Knutsen called the meeting to order at 6:02 pm. A quorum was present.

9 Introductions were made and the agenda was reviewed.

10 **Drew Moved; Prinsen Seconded, Passed unanimously a motion to approve the meeting**
11 **agenda. (3 ayes, 0 nays)**

12 CONSENT AGENDA:

13 Drew asked that AI 11-012 King County Big Spring Creek Restoration Phase I Construction
14 2011 be pulled off the consent agenda for discussion.

15 Knutsen asked that Checks/Payments AI 11-006 be pulled from the consent agenda for inclusion
16 at the March 2011 Board of Supervisors meeting.

17 **Drew Moved; Prinsen Seconded, Passed unanimously a motion to approve the consent**
18 **agenda. (3 ayes, 0 nays) [Board Minutes of 12-13-10, Board Minutes of 12-20-10, Board**
19 **Minutes of 01-10-11, KCD LIP Applications AI 11-007 and 11-008, MJ&WRIA Forum**
20 **Grants AI 11-009 – AI 11-011]**

21 PUBLIC COMMENT: None.

22 PULLED CONSENT AGENDA ITEMS:

23 King County Big Spring Creek Restoration Phase I Construction 2011 [AI 11-012]

24 Drew made several comments regarding this grant application. He voted against this project
25 previously. King County was asked how they planned to maintain the creek and they did not
26 respond. King County states in the application that they will maintain the related drainage
27 ditches and Drew believes there is evidence to the contrary. The examples Drew cited to support

his perspective were May Creek and ADAP. He stated that there still is no good, fast, responsibly-priced program to address drainage challenges. He cited the NRCS planting project in Snoqualmie Valley. Phase I costs are calculated at \$500 / foot for just construction. Final costs for design, acquisition and construction are over \$1000 / foot. Drew stated that he leads similar projects and he does not agree that this is a reasonable cost.

Josh Kahan with King County was present to respond to questions and concerns. His comments included the belief that the project will improve drainage, the costs are estimated, and the belief that this project alone will not solve the larger drainage matter.

Board questions and concerns included the idea of leniency for landowners doing ditch maintenance, the timeline could be woven into the easement language, the total project cost, and the total project length. Kahan's responses included inclusion of landowners with drainage challenges in the ADAP and / or storm water services programs, the total project cost is estimated at \$4.5 – 5 million, and the estimated project length is 4,000 feet.

Knutsen stated that the vote on this project will occur under Unfinished Business.

PRESENTATIONS:

Zaccuse Creek Project Photos

Saavedra provided the board with an update on the Zaccuse Creek Daylighting Project including project photos. The project accomplishments included: removal of 165 feet of 42 inch corrugated metal pipe, re-contouring of the lower creek section, re-shaping of the channel to the extent possible, placing of 3-6 foot wide bottomless aluminum culverts, lining of the bottom channel with cobble rich clean gravel mix, and restoring fish passage upstream for Kokanee. The project's total actual cost was \$85,000. The project's projected cost was \$90,000, which included \$30,000 from Sammamish Member Jurisdiction funds, \$30,000 from WRIA 8 / King CD funds, \$10,000 King CD matching funds for conservation services (engineering, planting, and maintenance), and \$20,000 City of Sammamish matching funds.

McKague arrived at 6:19 pm.

REGULARLY SCHEDULED ITEMS:

Staff and Consultant Reports

The *Finance Manager Report* was deferred to the next board meeting since Hamilton-Lucas was unable to attend tonight's meeting due to a family emergency.

Reed provided the *Implementation Lead Report*. Reed reported the hiring process has begun for the engineer position. The agreement with the Department of Ecology for the Green Shorelines program has been signed. More information is to come on the Restoring Puget Sound signs

topic. The Rural Forest Commission wrote a letter to DDES regarding potential changes in the fee structure for class 4G streams.

Board Subcommittee Reports

Knutsen provided the *Administration, Budget and Policy Subcommittee Report*. He stated that the subcommittee has not met.

Saavedra provided the *Grants Subcommittee Report*. She stated that grant requests are moving along well through the subcommittee and that she will roll out the grant policy survey in the near future.

Knutsen stated that the *Outreach Subcommittee Report* will be included as part of the Executive Director's Report.

Knutsen provided the *Program Development, Science and Engineering Report*. Knutsen attended a meeting with ADAP representatives. He reported that the ADAP group will potentially take some positive steps towards a more positive experience and they may relax some standards but the final manual has not been released as of yet. URS will work with Wild Fish Conservancy on the drainage project.

Board Chair Report

Knutsen relayed to the board that Washington state conservation district representatives received several awards at the NACD annual conference recently in Nashville, new drainage technologies were exhibited, and he had the opportunity to spend valuable time with Mark Clarke and John Larson.

Board Supervisor Reports

Prinsen also attended the NACD annual conference recently in Nashville. He reported that there was a focus on the urban environment, rain gardens, and ground water recharge issues. Prinsen was appointed to the NACD's Urban Development Commission as the west coast representative. He added that discussion occurred regarding possible changes to the conservation district term "farm plan."

Drew reported that he and Hemphill met with Kirk Hansen from the Forest Stewardship Council. This group is trying to develop alternate markets for forest products.

McKague reported that the Advisory Committee met on January 27 where a major discussion topic was how best to move the election forward. Don Fiene is the new chair and Brad Gaolach is the new vice chair. The Advisory Committee subcommittees are laying out their work plans for the year.

Executive Director Report

Hemphill reported that she has been in contact with Sherril Huff, King County Department of Elections, regarding accessing King County voter signatures for eligibility verification for the King CD Supervisor election. Knutsen added that channels 5 and 7 ran pieces on the election last Friday night, KIRO Radio ran a piece on the election last Sunday, and several area rural newspapers have run articles on the election. Hemphill added that Keith Ervin from the Seattle Times will run a story on the election. Hemphill reported that an opinion may be back in September regarding the Mason County case. The lawyers met to discuss next steps and to possibly propose changes to the RCW. The new Director of Administration, RobRoy Erickson, starts with the district on Monday. Elizabeth Walker is working on a short term contract with the district on outreach efforts. Margo Derecktor started with the district recently as an AmeriCorps intern working on outreach efforts to jurisdictions. Matt Dunnahoe, Resource Planner and GIS Specialist, has left the district and his open position is being advertised.

Knutsen called for a break at 7:26 pm and reconvened the meeting at 7:35 pm.

UNFINISHED BUSINESS:

Big Spring Creek Restoration Phase I Construction 2011 [AI 11-012]

McKague asked Kahan how the ditch impacts stream work and Kahan responded by showing a detailed map of the stream re-route. The area would have the old channel plus the new channel so overall the project will improve drainage.

Prinsen Moved; McKague Seconded, Passed unanimously a motion to approve the Green-Duwamish-CPS Watershed Forum (WRIA 9) grant application for \$275,000 from 2010 & 2011 funds for the King County Big Spring Creek Restoration Phase 1 Construction 2011 Project with the contingency that the grant funds will be returned if the agreements with the Army Core of Engineers and other funding for the project are not finalized. (4 ayes, 0 nays) [AI 11-012]

NEW BUSINESS:

Resolution 11-002: District Credit Card Policy [AI 11-013]

Hemphill reported to the board that the auditor suggested that the board put a firm policy in place for the use of district credit cards. Currently, two credit cards issued in the district's name are available for district-related purchases. Sometimes the credit cards are not accepted with retailers because they have not been issued to a specific person. Prinsen added that other alternatives exist including issuing district credit cards to specific staff members and each staff member could then submit expense reports on a regular basis for reimbursement. Hemphill added that the proposed process laid out in the resolution would allow for online monitoring of purchases.

Prinsen Moved; Drew Seconded, Passed unanimously a motion to approve Resolution 11-002: District Credit Card Policy. (4 ayes, 0 nays) [AI 11-013]

Resolution 11-003: District Event Refreshments Policy [AI 11-014]

Hemphill reported to the board that the auditor suggested that the board put a firm policy in place for the use of public funds for refreshments at district events such as board meetings and volunteer events.

Snohomish Cluster Engineer [AI 11-015]

Reed presented the board with a proposed contract with the Snohomish Conservation District for engineering services on the Green Shorelines project. Reed will check with the district's attorney as to whether or not an MOU instead of a contract would be appropriate. The contract includes a maximum amount of \$30,000 for engineering work over the next several months.

Prinsen Moved; McKague Seconded, Passed unanimously a motion to authorize the Board Chair to enter into either a contract or memorandum of understanding, to be determined by the King CD attorney, for engineering services with the Snohomish Conservation District in association with the Green Shorelines Multi Agency Permit Assistance initiative. (4 ayes, 0 nays) [AI 11-015]

Prinsen departed at this point in the meeting.

UNFINISHED BUSINESS: continued

Strategic Plan

Hemphill stated that the provided NACD Strategic Plan is a good template to work from while developing the King CD Strategic Plan. She added that Ray Ledgerwood, WSCC, is available in April and may for group facilitation on this topic. She suggested scheduling two separate half day sessions with Ledgerwood and the board. She related an excellent experience recently with a facilitator at the AmeriCorps supervisor orientation and stated that perhaps he may be available for strategic planning facilitation. Reed added that her experiences with Ledgerwood facilitation for strategic planning have been very positive. She found him to be systematic in prioritizing, identifying multi-year outcomes, and he is familiar with conservation districts. Knutsen suggested that the strategic planning session(s) be scheduled for after the election when the new supervisor has been determined.

NEW BUSINESS: continued

WACD Legislative Days

Confirmed King CD attendees are Knutsen, Prinsen, Hemphill, and McKague. The King CD will hold its legislative reception in Olympia on March 23rd from 11:30 am – 1:30 pm in Conference Room A of the Cherberg Building.

Board Operations

Hemphill asked the board if any restructuring of the current board subcommittees needs to occur: board assignments, staff assignments, subcommittee focus, and meeting schedules. Staff members, Brandy Reed and Josh Monaghan, will staff the Program Development, Science, and Engineering Subcommittee. The new Director of Administration, RobRoy Erickson, will staff the Administration, Budget and Policy Subcommittee.

The board updated the work load items for each of the subcommittees by culling out the completed and addressed items.

Knutsen adjourned the meeting at 8:55 pm.

Authorized Signature

Date

Summary of Motions

Drew Moved; Prinsen Seconded, Passed unanimously a motion to approve the meeting agenda. (3 ayes, 0 nays)

Drew Moved; Prinsen Seconded, Passed unanimously a motion to approve the consent agenda. (3 ayes, 0 nays) [Board Minutes of 12-13-10, Board Minutes of 12-20-10, Board Minutes of 01-10-11, KCD LIP Applications AI 11-007 and 11-008, MJ&WRIA Forum Grants AI 11-009 – AI 11-011]

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Prinsen Moved; Drew Seconded, Passed unanimously a motion to approve Resolution 11-002: District Credit Card Policy. (4 ayes, 0 nays) [AI 11-013]

190 **Prinsen Moved; McKague Seconded, Passed unanimously a motion to authorize the Board**
191 **Chair to enter into either a contract or memorandum of understanding, to be determined**
192 **by the King CD attorney, for engineering services with the Snohomish Conservation**
193 **District in association with the Green Shorelines Multi Agency Permit Assistance initiative.**
194 **(4 ayes, 0 nays) [AI 11-015]**
195