

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

REGULAR MEETING

May 9, 2011

APPROVED

1 **Supervisors Present:** Bill Knutsen - Chair, Jeanette McKague, Preston Drew, (Max Prinsen –
2 expected absence)

3 **Associate Supervisors Present:** Eric Nelson

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

6 **Guests Present:** Ken Mills, Washington CRM, Geoff Bradley, City of Bellevue, Phyllis Varner,
7 City of Bellevue, Therese Casper, City of Seattle, Danielle DeVoe, Mid Sound Fisheries, Julie
8 Crittendon, City of Seattle, Sarah Ogier, King County DNRP, Dan Mattson, City of Maple
9 Valley, Kathy Creahan, King County DNRP

10 Chair Knutsen called the meeting to order at 6:00 pm. McKague was en route when the meeting
11 convened so she connected via conference call until she arrived in person.

12 Introductions were made and the agenda was reviewed.

13 Knutsen asked supervisors if any consent agenda will be pulled for discussion. Drew requested
14 that the following Member Jurisdiction & WRIA Forum Grant applications be pulled: AI 11-
15 037, AI 11-038, AI 11-039, and AI 11-040.

16 PULLED CONSENT AGENDA ITEMS:

17 City of Bellevue – Phantom Lake Application [AI 11-037]

18 Drew requested that any present representatives give an overview of what the project is trying to
19 accomplish. Bradley and Varner explained that Phantom Lake is experiencing high water levels
20 due to increased sedimentation so the project aims to address this issue. The City of Bellevue is
21 working closely with local landowners, who are eager to help, but have indicated that they need
22 technical assistance on how best to manage the lake into the future.

23 Mid Sound Fisheries Enhancement Group – Little Brook Creek Fish Passage 1, Permitting and
24 Construction Application [AI 11-038]

25 Drew asked if the project involves the removal of a series of fish passages. DeVoe explained
26 that the project will require the projected cost amount and that the grant is for replacement of a
27 perched double barrier culvert to replace one current fish barrier. The project design is already
28 complete. The project also includes regrading and plantings.

29 City of Seattle, DOT – Bioretention 25th Ave SW Application [AI 11-039]

30 Drew requested a summary of the project. Casper explained that the project entails installation
31 of bioretention measures and a curb/gutter system to reduce overland flow into Longfellow
32 Creek. The installation length is approximately 700 feet. Many landowners along 25th Ave SW
33 have installed rain gardens.

34 King County – Keeping Farmers Farming 2011 Support to the KC Ag Program Application [AI
35 11-040]

36 Drew asked if this application funds the Agriculture Program and farmers markets and the reply
37 was yes.

38 WSSC FY 2011 – 2013 Biennium Grants [AI 11-042]

39 Reed explained that the master grant contract creates an inter-local agreement with the
40 Washington State Conservation Commission so that King CD may receive grants from the
41 WSSC. This process is a standard process every two fiscal years.

42 **CONSENT AGENDA:**

43 **Drew Moved; McKague Seconded, Passed unanimously a motion to approve the consent**
44 **agenda. (3 ayes, 0 nays) [Board Minutes of 04-11-11, AI 11-032: ratification of King**
45 **Conservation District Checks 13762 - 13829 in totaling \$174,311.95, KCD LIP Applications**
46 **AI 11-033 – AI 11-036, Member Jurisdiction and WRIA Forum Grant Applications and**
47 **Amendments [AI 11-037 – AI 11-041], and WSSC FY 2011-2013 Biennium Grants [AI 11-**
48 **042].**

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

51 **PRESENTATIONS:**

52 City of Maple Valley – Lake Lucerne Outlet Restoration Project Amendment Request [AI 11-
53 043]

54 Mattson explained that the City of Maple Valley received a King CD grant a while ago to fund
55 the Lake Lucerne Outlet Restoration Project. The project amendment involves replacing the
56 downstream culvert. They found that one of the culverts is not an issue while another needs
57 replacing. The project also involves cooperation with local stakeholders, removal of invasive
58 plants, and installation of native plants and woody debris for fish habitat. The culvert to be
59 replaced is approximately 33 feet in length. Supervisor questions related to the length of the
60 culvert, the types of fish present in the lake and project costs. Mattson explained that the City of
61 Maple Valley is supporting the engineering project function with city funds. Saavedra added that
62 the amendment revises the scope of work to show the culvert replacement.

Knutsen Moved; Drew Seconded, Passed unanimously a motion to approve the amendment request from the City of Maple Valley to the Lake Lucerne Outlet Restoration Project grant agreement, revising the scope of work and budget as detailed. (3 ayes, 0 nays) [AI 11-043]

Coordinated Resource Management, Washington – Ken Mills

Mills works with the Washington State Conservation Commission as well as various conservation districts. He explained that the coordinated resource management planning process originated on rangelands and has been used for decades to facilitate stakeholder collaboration towards reaching resource management goals. The guiding principles of the CRM process are 1) local 2) voluntary and 3) inclusive. The process operates on a consensus basis. Mills would be able to help the King CD by acting as a facilitator or coordinator. The CRM process has been utilized by conservation districts to maneuver through water usage challenges. Supervisors posed the question of whether or not the CRM approach would be useful in King County. McKague offered positive comments regarding the workshop she attended that was facilitated by Mills. Mills added that they offer valuable and inexpensive training opportunities. Also, he added that a stakeholder is anyone who is affected by decisions and may not necessarily be a landowner.

PUBLIC COMMENT: None.

REGULARLY SCHEDULED ITEMS:

Advisory Committee Report

There was no *Advisory Committee Report*. The next scheduled meeting of the Advisory Committee will be Thursday, June 23rd.

Staff and Consultant Reports

Erickson provided the *Director of Administration Report*. Erickson handed out the Balance Sheet and Profit and Loss Statement documents. He reported that there is nothing out of the ordinary to report. We will receive a large assessment deposit in May when \$626,000 is expected. Quickbooks costs and the final invoice from the former finance manager are reflected in April's financial reporting. Human Resources costs are higher than expected given hiring for the Director of Administration, the Resource Planner, and the Engineer and the compensation project with Versaire. The IT budget is inflated due to final invoicing in 2011 for the new server installation from December 2010. The budget is under by 30% at the end of the first quarter. Knutsen added that the 2011 Supervisor Election cost the district approximately \$90,000 overall including the contract with Election Trust and district outreach and staffing support efforts. Erickson will create a budget work group for tracking staffing costs for the 2012 election.

97 Reed provided the *Implementation Lead Report*. She reported that the recent engineer hiring
98 process involved two rounds of interviewing: 1) ten candidates were interviewed by staff and 2)
99 finalists were interviewed again by staff and board supervisors. Production of the Restoring
100 Puget Sound signs will take place in June. Reed is finalizing the text and logo for the Puget
101 Sound Conservation Districts for inclusion on the signs. Opportunity Fund RFP postcards went
102 out to landowners recently via bulk mail.

103 Board Subcommittee Reports

104 Knutsen reported that the *Administration, Budget and Policy Subcommittee Report* has not met
105 since its last meeting in April.

106 Saavedra provided the *Grants Subcommittee Report*. She reported that the member jurisdiction
107 grant program stakeholder survey is in its final revision stage.

108 Hemphill and McKague provided the *Outreach Subcommittee Report*. The Annual Plan of Work
109 and the Strategic Plan is due to the Commission on June 1st and are on the way to completion.
110 The outreach effort to small cities is progressing well with a recent positive meeting with Mayor
111 Matt Larsen of the City of Snoqualmie. Five cities have been identified for targeted outreach
112 efforts and Snoqualmie is the first for outreach focus. At the recent meeting, Mayor Larsen
113 spoke about his biogas project. McKague added that the subcommittee has laid out tasks for the
114 next 1-2 years as they relate to securing another cycle of assessment funding. Laying out tasks
115 has been helpful in making decisions as to how best to utilize limited staff time.

116 Drew and Knutsen provided the *Program Development, Science and Engineering Report*. Drew
117 reported that the subcommittee has not met recently. He also reported that a landowner and
118 client of his commissioned a scientific study that contradicts the county's position natural
119 resource classifications. Regarding ADAP, Knutsen reported that streams in the APDs have now
120 been mapped and will be presented to the ADAP committee in June.

121 *Knutsen called for a break at 7:50 pm and reconvened the meeting at 7:59 pm.*

122 Executive Director Report

123 Hemphill reported that discussions are moving ahead with strategizing funding possibilities for
124 continuing support to farmers markets and beginning to involve youth efforts connected to
125 farmers markets. In a recent meeting with Christie True, King County DNRP, Hemphill
126 discussed farmers markets and the King CD supervisor election. Discussions are continuing with
127 area conservation districts, Stewardship Partners, and WSU regarding the rain garden effort to
128 install 12,000 rain gardens in the region. Discussions are planned to continue on this potential
129 partnership. Hemphill reported a recent and successful meeting with Matt Larsen, City of
130 Snoqualmie Mayor, where discussions focused on how best King CD can support small cities
131 and on Mayor Larsen's biogas project. Discussions are expected to continue with the City of

Snoqualmie as it has been singled out as the first small city identified for the King CD small cities targeted outreach effort.

UNFINISHED BUSINESS:

2011 – 2015 Long Range Plan

Hemphill pointed out to the board any changes from the last iteration of the draft strategic plan. District goals were split into several categories to be sure to highlight the critical need for supporting core services while expanding outreach and funding procurement efforts. In the plan, statements of intent and multi-year objectives further describe how the District plans to reach the identified goals. Hemphill emphasized the importance of painting a picture of the critical need for the conservation district in order to make strides in securing additional and alternate funding sources and further the mission the King CD. The board provided specific language adjustment recommendations, requested that farm tours be included as a specific objective, and in some cases recommended increasing objective percentages. After providing feedback on the King CD goals, the board focused on providing feedback specifically on the water quality goal. Board comments and recommendations were: the water quality goal is about nutrient management, irrigation and sedimentation, inclusion of language addressing water availability challenges like those in eastern Washington, inclusion of language to show that efforts support both salmon and working lands, and the need for District branding as it relates to district-wide outreach efforts. The board stressed its commitment to district educational efforts and voiced its support for continued adult educational efforts given that many programs currently exist for critical youth education. The last two priorities relate to securing future funding for the District.

2011 – 2012 Annual Plan of Work

The board had no comments and asked that the final be emailed to them.

NEW BUSINESS:

None Scheduled

Knutsen adjourned the meeting at 9:30 pm.

Authorized Signature

Date

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Summary of Motions

166 Drew Moved; McKague Seconded, Passed unanimously a motion to approve the consent
167 agenda. (3 ayes, 0 nays) [Board Minutes of 04-11-11, AI 11-032: ratification of King
168 Conservation District Checks 13762 - 13829 in totaling \$174,311.95, KCD LIP Applications
169 AI 11-033 – AI 11-036, Member Jurisdiction and WRIA Forum Grant Applications and
170 Amendments [AI 11-037 – AI 11-041], and WSCC FY 2011-2013 Biennium Grants [AI 11-
171 042].

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

174 Knutsen Moved; Drew Seconded, Passed unanimously a motion to approve the amendment
175 request from the City of Maple Valley to the Lake Lucerne Outlet Restoration Project
176 grant agreement, revising the scope of work and budget as detailed. (3 ayes, 0 nays) [AI 11-
177 043]

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