

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

November 14, 2007

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

3 **Associate Supervisors Present:** David Irons

4 **Guests Present:** Wendy Barry, District Consultant, Steve Hammond, Staff to Reagan Dunn,
5 Aaron Nix, City of Auburn, Mara Heiman, Green River property owner.

6 **Staff Present:** Geoff Reed, Brandy Reed, Jessica Saavedra, Marla Hamilton Lucas, Pete Landry

7 **NRCS Staff Present:** Clare Flanagan Lubinda (arrived later)

8 Chairman Livengood called the meeting to order at 6:00 pm.

9 The agenda was reviewed and introductions were made. No changes were made to the posted
10 agenda.

11 Minutes from the two most recent board meetings were read.

12 **Knutsen Moved, Wallace Seconded, Passed Unanimously a motion to approve the October**
13 **8, 2007 Board of Supervisors meeting minutes as read.**

14 **Wallace Moved, Vos Seconded, Passed Unanimously a motion to approve the October 22,**
15 **2007 Board of Supervisors meeting minutes as read.**

16 Mara Heirman presented information on how the 15th Avenue NW culvert project would affect
17 her property. She expressed her concern about the use of her property and the surrounding
18 property for storage of winter flood water as a result of the culvert being enlarged. She said she
19 had 10 years worth of analysis and studies that show the result of the project would be more
20 water on her land, restricting its use and turning it into unfarmable wetlands.

21 Aaron Nix reviewed the project with the Board and noted that it would be cost prohibitive to
22 move forward with the project as it is currently designed. He suggested that it would be
23 appropriate to stop the project at this time.

24 Wallace said this kind of problem is a part of a bigger picture. The grant to fund the project was
25 awarded at the previous meeting. Nix will work with grants staff to return funds so they can be
26 applied to another project. He would like to work on an ecosystem wide process. Wallace
27 suggested that Heirman contact flood control officials. She said she had and received no response
28 from them.

29 **Revisions/Agreement Amendments:**

30 **Wallace Moved, Vos Seconded; Passed a motion to amend the King County Snoqualmie**
31 **APD Agriculture BMP Education and Implementation Program grant agreement, extending**
32 **the project completion date to December 31, 2007, revising the scope of work and the**
33 **budget as submitted. Lindemulder and Knutsen recused themselves from voting.**

34 **Wallace Moved, Knutsen Seconded; Passed Unanimously a motion to amend the City of**
35 **Seattle Department of Transportation, Seattle Central Waterfront Seawall Test Panels Project**
36 **grant agreement, extending the project completion date to December 31, 2010, revising the**
37 **scope of work and the budget as submitted, and requesting additional funds in the amount**
38 **of \$100,000.**

39 **Member Jurisdiction & WRIA Forum Grant Items to be Reflected in the Minutes:**

40 Grant Subcommittee amended the *Washington Trails Association Grand Ridge-Canyon Creek*
41 *Trail Bridge Project* grant agreement, extending the project completion date to Winter 2009.

42 Hamilton Lucas presented the October financial report. The total monthly expenses/ deposits
43 were reviewed for the month.

44 **Knutsen Moved Wallace Seconded, Passed Unanimously a motion to approve checks**
45 **written in October numbered 10493 thru 10592 in the amount of \$ 433,495.47.**

46 The balance sheet was distributed and reviewed. Unrestricted balance is at \$1.8 million, restricted
47 is \$5.8 million. The budget tracking report was distributed and reviewed. 17% of the year remains
48 and the District has 34% of expenses remaining to spend. Discussion ensued as to why the
49 expenses were lower than anticipated. Hamilton Lucas reported that the state auditor is done with
50 the 2006 audit and we are expecting the exit interview shortly and no issues/findings are expected.

51 **Wallace Moved, Vos Seconded, Passed Unanimously a motion to accept the October**
52 **financial report as presented.**

53 B. Reed reviewed a summary of the proposed workplan. The proposed cost share program will be
54 up and running 1st or 2nd quarter next year. Wallace said it needs to get going sooner as it was a
55 program that was promised to our supporters during the assessment renewal. She reviewed the
56 rest of the proposed activities, including continuing the opportunity funds, increasing the advisory
57 committee meetings to four per year, developing phase 2 for the NRIM, managing the six board
58 subcommittees and renegotiating the office lease.

59 B. Reed reviewed the detail 2008 budget and asked for questions from the board. The draft will
60 be approved at the December board meeting and the final at the January board meeting.

61 Discussion ensued regarding landowner workshops, salary costs and other budget items. Vos
62 asked to have a discussion about the \$100,000 for WRIA 7 projects, wants to review the affected
63 projects, and why 8 and 9 do not have a similar program. Staff has been having discussions with
64 WRIA 9 about this program. A couple of supervisors expressed their support for the WRIA 7

65 program as it gets money where there is more “bang for the buck” than in more urbanized areas,
66 and provides equity to a more sparsely populated area.

67 Vos requested a report on the WRIA’s programs for landowner incentives. He felt that the
68 currently proposed \$75,000 should be increased to \$150,000. Wallace stated that he felt the Puget
69 Sound CD Task Force Development should be funded at \$50,000 rather than \$25,000. More
70 discussion ensued about the budgeting process, and B. Reed distributed another report that
71 showed additional proposed expenses from the Strategic Initiatives committee. These expenses
72 will be included in the budget draft presented at the December board meeting.

73 A five minute break was taken at this time.

74 Lindemulder and Livengood have been working with Barry to draft a job description for the
75 Executive Director. Barry has interviewed search firms and come up with a recommendation. She
76 distributed a handout detailing the selection process. The recommended firm is Avery and
77 Associates and the contract will be the standard District consultant contract not to exceed
78 \$24,400. Livengood will manage the contract.

79 **Knutsen Moved, Wallace Seconded, Passed Unanimously a motion to accept the**
80 **recommendation of Avery and Associates to perform a search for an Executive Director for**
81 **the District and to authorize the Chair to execute a contract with Avery not to exceed \$**
82 **24,400.**

83 \$6,900 of the Avery contract amount will be spent in 2007 and the remainder in 2008. Barry has
84 distributed a copy of the Executive Director job description draft to everyone. Avery will talk to
85 board and staff as necessary. Barry detailed some of the services that will be offered as part of the
86 search process.

87 Barry will now start focusing on the District organization. She wants to schedule a Board retreat,
88 and a staff and Board retreat. The first week of December was discussed for the Board retreat.

89 Livengood distributed a proposal for moving forward with the renegotiation of the office lease.
90 The current lease will expire in June of 2008. NRCS will have to secure their offices with a
91 separate space and their equipment must be moved to that space.

92 The proposal includes coordinating with NRCS on termination of the current lease with the GSA,
93 reconfiguring the office so as to meet NRCS/Homeland security requirements and facilitate work
94 together and encourage staff to use NRCS staff expertise. NRCS staff would be encouraged to
95 attend CD Board meetings. Background checks to remain co-located with a federal office would
96 not be required of CD staff as those checks would not allow any greater access for CD employees
97 to the secured NRCS offices.

98 Wallace said that NRCS had supported CD’s for 50 years and wants the relationship to continue.
99 He will support the proposal. Flanagan-Lubinda said that the only reason for CD employees to

100 undergo the background check is if they wanted to work on NRCS projects as a Technical
101 Service Provider.

102 **Wallace Moved, Lindemulder Seconded, Passed Unanimously a motion to adopt the**
103 **proposal submitted by Livengood to address the office lease renegotiation issue.**

104 B. Reed informed the board about two expenses she wanted to review and have approved for the
105 2007 budget. The first one is the training of staff for driving the new F-450 as it is much bigger
106 and different from the other district vehicles. The cost for the training is \$2,400. The second
107 proposal is for creating a District greeting card for thanking cooperators and others for helping
108 the District. Good Nature Publishing could produce the cards for \$1.25 each and has an
109 opportunity to do them now without having to charge set up expenses.

110 The Board approved spending on these two items.

111 Flanagan Lubinda distributed information on what NRCS has been working on lately. They're
112 trying to get contracts with producers finalized before the new farm bill passes.

113 The Suburban Cities Association will have its Annual Meeting on November 28 in Tukwila.

114 The King County Council passed an ordinance that allows the discounted "ag" rate on permits for
115 properties with farm plans both within and outside of the Ag Production Districts. This ordinance
116 is estimated to create demand for another 60 farm plans per year. Discussion ensued on ways to
117 deal with this increase and it was decided to refer it to the Issues committee.

118 G. Reed distributed postcard invitations for the KCD Holiday Party on December 6 from 4:30 to
119 6:30. The Advisory Committee will meet from 3 to 4:30 on the same day.

120 Lindemulder gave an update on the Snoqualmie Flood Task force meetings. She asked if KCD
121 could cost share on structures like critter pads, maybe funding could come from the newly
122 approved flood control district.

123 There being no more business before the Board, the meeting was adjourned at 9:30pm.

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127 _____
Authorized Signature

_____ Date

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Summary of Motions

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