

# KING CONSERVATION DISTRICT

## Board of Supervisors

### Meeting Minutes

February 12<sup>th</sup>, 2018

**Supervisors Present:** Dick Ryon – Chair, Burr Mosby – Vice Chair, Bill Knutsen – Auditor, Jim Haack

**Associate Supervisors Present:** Nancy Tosta

**Guests Present:** Bill Peloza (City of Auburn), Amy Hendershot (USDA NRCS), Kathleen Farley

**Staff Present:** Bea Covington, Ava Souza, Brandy Reed, Josh Monaghan, Deirdre Grace, Emily Carlson

#### **Preliminary Matters:**

Meeting called to order at 5:01 pm by Dick Ryon. All attendees introduced themselves. Ryon asked for additions or corrections to the current agenda. Hearing none, the

**Knutsen moved; Mosby seconded passed unanimously a motion to approve the agenda as amended (4 ayes, 0 nays)**

#### **Consent Agenda:**

Ryon read the consent agenda items aloud and all items were voted on.

a) Board Minutes – 01.8.18

b) KCD LIP Applications - Reed / Martinsons

1. AI 18-006: LIP APP: Tim Berge, SW Suburban Sewer District: Aquatic Area Buffer Planting

c) Member Jurisdiction Grant Applications – Saavedra

1. AI 18-007: City of Tukwila – Green Tukwila Implementation 2018-19
2. AI 18-008: City of Auburn – 2018 AIFM – Marketing and Demonstrations

**Haack moved, Knutsen seconded passed unanimously a motion to approve the consent agenda (4 ayes, 0 nays)**

27 **Public Comment:** The public comment period opened at 5:06. Two speakers identified  
28 themselves – Bill Peloza and Amy Hendershot.

29 Bill Peloza is an City Council Member from Auburn. The International farmers market is in its  
30 10<sup>th</sup> year. The market will be changing locations and will be located near the King County  
31 Library; this will increase the traffic to the farmer's market and they expect to see increased  
32 attendance and participation. Peloza thanked the Board for their work.

33 Hendershot introduced herself; she serves in the Puyallup USDA office for NRCS. Hendershot  
34 updated the Board on the work at NRCS's offices. They are still experiencing a hiring freeze and  
35 NRCS is looking for opportunities to provide the same amounts of services with less staff. There  
36 is likely to be a tightening of the programs resulting in NRCS funds and programs becoming less  
37 accessible because of the reduced number of staff. The limits on project refunds to farmers have  
38 been eliminated. It is likely that NRCS will be looking toward their Conservation District  
39 partners and the Washington Conservation Commission for project implementation support.  
40 NRCS has increased their commitment to the Washington Conservation Commission.  
41 Engineering needs are a top priority for NRCS as there is currently over 1 year waiting period to  
42 work with NRCS's engineer.

43 NRCS will be working with the Washington Conservation Commission with the expectation that  
44 the contract work will be sub-contracted to the local Conservation Districts. A discussion  
45 progressed related to FTE agreements and the funding of positions through NRCS and KCD.  
46 Hendershot is interested in utilizing existing agreements. Unit-based agreements are the most  
47 feasible.

48 The local work group meeting is scheduled for April 12<sup>th</sup> at the Olympia Service Center for  
49 USDA; this will be an opportunity to hear how the local community would like to see NRCS  
50 funds dispersed. KCD has participated in past years and plans to participate again; Hendershot  
51 will send Covington an agenda.

52 Hendershot reviewed the 2017 yearly accomplishments. High tunnel projects were particularly  
53 high interest projects. Knutsen inquired about services that can be provided to urban agriculture  
54 projects. Hendershot reminded the Board of the definitions of farmers and farmland (as current  
55 use) and commented that high tunnels are intended to extend growing seasons for the farmer.  
56 Hendershot reminded the board that NRCS is specifically interested in improving soil quality.

57 Hendershot commented that NRCS is re-negotiating their lease this year.

58 March 16<sup>th</sup> is the next EQUIP deadline.

59 Closed at 5:31 pm

60 **Pulled Consent Agenda Items:** None.

61 **Presentations:** None.

62 **Finance:**

63 AI 18-009: A motion to approve check numbers 20239 through 20293 for a total of \$250,133.59;  
64 non-payroll EFT's totaling \$11,800.34; Bank Fees of \$18.00; and January 2018 payroll for  
65 \$206,902.05 - Souza

66  
67 Souza presented the finance report in this month's Board packet. The 2018 budget is up and live.  
68 There are slightly higher expenses in January due to beginning of year costs. There have been no  
69 funds dispersed to the Working Lands Initiative.

70 **Mosby moved; Knutsen seconded passed unanimously a motion to approve AI 18-009: A**  
71 **motion to approve check numbers 20239 through 20293 for a total of \$250,133.59; non-**  
72 **payroll EFT's totaling \$11,800.34; Bank Fees of \$18.00; and January 2018 payroll for**  
73 **\$206,902.05 (4 ayes, 0 nays)**

74

75 AI 18-011: End of the Year Financials Review – Souza

76 Souza provided the board with a report on the 2017 financials. The projected budget was about  
77 7.5 million but KCD expended only 6.9 million. Souza reviewed the 2017 Year End Budget  
78 Overview. The rates and charges funds increased over the projected amount. Staff also  
79 successfully secured new grants. The plant sale made slightly less than expected; but this is a  
80 budget line where it is difficult to anticipate the revenue from sales.

81 KCD restricted 2.5 million dollars for grant funds. Souza emphasized that the year closed on  
82 December 31<sup>st</sup>, 2017 and that no expenses can be added as of January 1<sup>st</sup>, 2018.

83 **Knutsen moved; Mosby seconded passed unanimously A Motion to approve the 2017 End**  
84 **of Year Financials and move \$1,051,785.00 to the Reserve Deck for Member Jurisdictions**  
85 **and \$579,056.00 to the LIP Reserve Deck and \$900,000.00 to the Regional Food Reserve**  
86 **Deck. (4 ayes, 0 nays)**

87

88    **Unfinished Business:**

89    Supervisor Elections Update – Souza

90    Souza announced that one eligible candidate submitted their information for the 2018 Board  
91    Election process. However, because 25 signatures could not be verified as nominators for the  
92    single candidate, KCD will be holding an election. The election period is March 19<sup>th</sup> through  
93    March 30<sup>th</sup>. There will be a committee convening on April 6<sup>th</sup> to assist with collecting and  
94    tabulating the ballots.

95  
96    Legislative Days Update – Grace

97    Grace provided an update on the WACD Legislative Days. KCD staff spoke with 34 different  
98    legislators. Staff received positive feedback and legislators expressed interest in touring projects  
99    within KCD's boundaries. In most instances, KCD met with the legislators themselves and not  
100    their staff.

101    Covington distributed examples of documents that KCD shared with legislators. Knutsen worked  
102    on volunteer days and expressed that he has seen more interest in the work of conservation  
103    districts over the past few series at legislative days.

104    Grace commented that KCD is improving both our storytelling and increasing the number of  
105    examples KCD can provide to legislators.

106    Grace thanked Mark Musick for participating in legislative days again this year.

107  
108    Move Process Update – Haack

109    Haack commented that they have completed the program needs analysis and that KCD is now in  
110    the process of putting together suite of options.

111    The staff of KCD was engaged at the February all staff meeting and additional meetings  
112    occurred with the culture connectors to collect feedback from staff. Haack highlighted the values  
113    that were expressed by staff and commented that staff was highly engaged around this process.  
114    Prioritization of needs will be the next step; this work will continue as KCD explores options for  
115    the upcoming move.

116    Haack reminded the board that KCD needs to be entirely moved out of this space in September  
117    and that the exploration of real-estate options will begin in the next few weeks to support this  
118    timeline.

119  
120    I-Tree Hydro Project Update – Reed

121    Reed gave a brief history of KCD's urban forest health management program. The overall goal is  
122    to protect and potentially expand the urban forest cover. KCD has performed a variety of urban  
123    forestry related work for multiple member jurisdictions.

124    The program is now targeting South King County member jurisdictions to engage them more  
125    fully on urban forestry projects. The I-Tree project provides an analysis tool to inventory urban



canopy assets and prioritize decision making on a policy level. I-Tree provides mapping and analysis with online GIS maps. This project also pairs the stormwater mitigation benefits and urban forest management.

Reed next discussed the role of urban canopy cover in mitigation of stormwater. This project was partially the result of the Near-Term Action process through the Puget Sound Partnership and was funded through the US Forest Service and US Environmental Protection Agency.

KCD is working in a tri-county area to set up model projects in four locations. Although the work will span three counties, KCD dollars will be used within King County only and the grant dollars will be used in the other two counties.

Reed reviewed the project partners and the communities which have been engaged in the process thus far.

Tosta inquired about the connection to the One Million Trees initiative within King County. One Million Trees is a partner on the project. Tosta inquired about the connection between the native plant sale and tracking the number of trees installed. Covington commented that the flyers for One Million Trees could be included in the handouts for the native plant sale to increase community knowledge. Reed added that KCD works with the One Million Trees initiative to report approximately how many trees were established as a result of the native plant sale.

A break was called from 6:30 to 7:00pm.

#### Equity and Social Justice Workshop Update - Grace

Grace provided an overview of the training on February 3<sup>rd</sup> at KCD. Grace will work with the trainer to assess potential next steps. There will be an effort to integrate the social justice component of this work into the Advisory Committee. Ryon commented on the quality of the presenter at the workshop.

Knutsen inquired about how this would be integrated into KCD's work; Covington responded that the output is still under development. However, the social justice work will be important for creating targeted universalism that works to push KCD's conservation goals farther within a target population as a segment of the whole.

#### Conservation Futures Grant – Tosta

In 2015, Tosta identified an eight-acre parcel within the city of Burien with green houses present on the property. Through the process of communicating with community members concerned about the loss of this resource to development, Tosta engaged with KCD staff. Tosta engaged with KCD to write a grant to potentially purchase and preserve the green houses as an asset for producing local food. Conservation Futures granted \$200,000 over two years to investigate the potential for conserving this property.

The City of Burien has submitted an annual report and a request to extend the project for another year. KCD provided a letter of support for the request.

165

166 Theory of Change and Advisory Committee Update – Covington

167 Covington commented that staff working groups have almost finished the buildouts of their  
168 thematic areas. The next step will be to work with the engagement team to create consistent,  
169 communicative graphics. The Advisory Committee will need to decide if they will be addressing  
170 the Theory of Change work as a whole or in pieces.

171 Conversations will begin to happen about the Theory of Change and that will inform the creation  
172 of KCD's next five-year plan. Covington encouraged Board Members to attend these meetings to  
173 help retain the institutional memory of the previous five-year plan creation process.

174 Haack inquired about how KCD's current work measures up to the goals identified in the 5-year  
175 plan. Covington commented that staff will continue to determine which metrics could be utilized  
176 to best display this work.

177 Tosta commented that concern has been expressed to her about the Theory of Change work. She  
178 is interested in connecting the rural and community agriculture group with the regional food  
179 strategies group. Integration will happen with staff, but interest was expressed in helping move  
180 forward those projects. Additionally, concern was expressed about how well the representatives  
181 from the Advisory Committee will be able to process the information because the Theory of  
182 Change is such a large body of work.

183 The Advisory Committee will need to help identify which aspects of the Theory of Change metrics  
184 they think are best for KCD to prioritize and work through. Groups are interested in engaging with  
185 additional experts.

186 Covington commented that there is additional interest in identifying the additional potential for  
187 engaging stakeholders at every level.

188

189 **New Business**

190 AI 18-010: Discovery Farms Program Budget – Monaghan/Awole

191 Monaghan updated the Board of Supervisors about the status of the Discovery Farms project and  
192 the progress so far. Dr Awole is the Discovery Farms Program coordinator. Dr Awole presented  
193 about Discovery Farms; the program is farmer led, on-farm research with an education and  
194 outreach component.

195 The white paper has been completed and the program has collected public input on the project  
196 itself. The stakeholder meeting produced a large number of potential research questions. The  
197 process identified "comparing stream size and buffer size" and "comparing buffer options,  
198 including small buffers" as of interest to the public. Temperature of the stream was identified as

199 the most important factor to measure in addition to sediment reduction and nutrient pollution  
200 reduction.

201 Next, the Discovery Farm program will undergo a research quality assurance process with the  
202 WA Department of Ecology. Finally, the project will identify project sites and potential  
203 locations.

204 Interest was expressed in continuing to work with WA Department of Ecology to ensure that the  
205 white paper can be held to the highest level of scientific inquiry.

206 **Knutsen moved; Haack seconded passed unanimously a motion to approve AI 18-010 A**  
207 **Motion to approve the 2018 Discovery Farms Program Budget at \$101,800.00 and commit**  
208 **Working Lands Initiative Funds to implement this program (4 ayes, 0 nays)**

209 Monaghan added that they are looking for farmers to serve on the steering committee for this  
210 program. He asked the board to inform their community contacts about this program.

211 Ryon postponed the discussion of the CAPP plan until the March meeting.

212

213 Executive Session: Personnel Matters from 8:20 pm to 8:50 pm

214 The executive session was extended from 8:50 to 9:01pm

215 Returned to session at 9:02pm.

216 **Knutsen moved; Mosby seconded passed unanimously a motion to approve AI 18-012 A**  
217 **Motion authorizing the Board Chair, Dick Ryon, to engage in an employment contract with**  
218 **Bea Covington for the position of Executive Director of the King Conservation District for**  
219 **calendar year 2018 (4 ayes, 0 nays).**

220 **Knutsen moved; Mosby seconded passed unanimously a motion to adjourn the meeting at**  
221 **9:05 pm (4 ayes, 0 nays)**

222

223

224 Authorized Signature

Date

225

#### Summary of Motions

226 **Knutsen moved; Mosby seconded passed unanimously a motion to approve the agenda as**  
227 **amended (4 ayes, 0 nays)**

228 Haack moved; Knutsen seconded passed unanimously a motion to approve the consent  
229 agenda (4 ayes, 0 nays)

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231 motion to approve check numbers 20239 through 20293 for a total of \$250,133.59; non-  
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