

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

January 14, 2019

1 **Supervisors Present:** Dick Ryon – Chair, Bill Knutsen – Secretary Auditor, Max Prinsen, Jim
2 Haack

3 **Associate Supervisors Present:**

4 **Guests Present:** Bill Peloza (City of Auburn), Patricia Hickey (WACD) , Eric Frimodt (Inslee Best)

5 **Staff Present:** Bea Covington, Ava Souza, Josh Monaghan, Deirdre Grace, Brandy Reed, Emily
6 Carlson, Makayla Banks, Kimberly Fenton, Jessica Sevaadra, Carrie King

7 **Preliminary Matters:**

8 Meeting called to order at 5:07 pm by Dick Ryon. All attendees introduced themselves. Ryon
9 asked for additions or corrections to the current agenda.

10 Bill Peloza recognized the work of KCD in partnership with the Auburn Farmer's Market
11 implementation; the market is in its 11th year and flourishes with KCD's support. Peloza
12 recognized the importance of KCD's financial support in the continuation of the Farmer's Market.

13 Ryon recognized the leadership role that Auburn has played in implementing Farmer's Markets in
14 King County.

15 **Knutsen moved; Prinsen seconded passed unanimously a motion to approve the agenda (4**
16 **aves, 0 nays)**

17 **Consent Agenda:**

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

19 a) Board Minutes: 11.19.18 Regular Board Meeting, 12.10.18 Regular Board Meeting
20

21 b) KCD LIP Applications: None.
22

23 c) Member Jurisdiction Grant Applications:

24 1) AI 19-001: City of Auburn – 2019 Auburn International Farmers Market –
25 Marketing and Demonstrations
26

27 **Prinsen moved; Haack seconded passed unanimously a motion to approve the consent**
28 **agenda (4 ayes, 0 nays).**

29

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

31 **Public Comment:** 5:15pm to 5:17pm.

32 **Presentations:** None.

33 **New Business Part I:**

34 Legislative Days – Patricia Hickey (WACD)

35 Hickey provided the Board with an update on the WACD budget process and the work that WACD
36 is doing with the Washington State Legislature. Carbon farming is a concept that was discussed
37 and how carbon sequestration through improved farming practices is connected to climate change
38 mitigation goals. Prinsen pointed out that an emphasis on “carbon farming” may not resonate with
39 urban constituents, and runs the risk of portraying CD’s as serving farmers and agriculturalists
40 only, which is not the case for a District like King. Science shows the vital role that farm BMPs
41 play in in climate change mitigation and greenhouse gas reduction. Hickey commented that these
42 practices are also tied to salmon and orca recovery goals.

43 WACD is advocating for adequate base funding for conservation districts; this funding also means
44 that conservation districts need to be ready to provide a base level of services across the state.
45 WACD and other conservation districts have worked to determine the amount of base funding
46 needed. Negotiations are ongoing; WACD representatives will highlight the relevant pieces of
47 conservation work across the state for each legislator.

48 It was commented that other forms of green infrastructure which could be highlighted for different
49 communities where carbon farming is not as relevant. Farming, forestry, backyard habitats, and
50 other opportunities for conservation could be highlighted to help legislators understand what
51 conservation districts contribute. Hickey agreed that it is possible to highlight other practices in
52 different regions.

53 It was commented that KCD has excellent information about investments already made in public
54 conservation efforts and can report back on what is working for this county.

55 Hickey requested that the Board and staff to follow up with key legislators and look for
56 opportunities to highlight KCD’s work with decision-makers.

57 **Finance:**

58 AI 19-002: A motion to approve check numbers 21284 through 21406 for a total of \$618,853.26;
59 non-payroll EFT’s totaling \$5497.02; Bank Fees of \$48.00; and December 2018 payroll for
60 \$211,679.30 – Souza

Souza presented the finance report to the Board; the expenses for December 2018 are presented here. Finance had a check run at the end of each week in December, which led to a very positive year-end and the team was able to complete year end close outs in record time.

Knutsen moved; Haack seconded passed unanimously a motion to approve AI 19-002: A motion to approve check numbers 21284 through 21406 for a total of \$618,853.26; non-payroll EFT's totaling \$5,497.02; Bank Fees of \$48.00; and December 2018 payroll for \$211,679.30 (4 ayes, 0 nays).

Souza provided an update on the 2017 audit; the audit for 2017 has begun. The focus areas will be expenses, approval authorities, and outgoing grants for the audit. The goal is for the audit to conclude by January 31st, 2019.

2018 Year End and 2019 Budget – Covington/Souza

Souza noted that all items for the 2018 year have been reconciled, all credit and cash has been accounted. KCD brought in \$6.3 million in rates and charges funding; \$513,00 from grants, and \$134,000 from the gross revenue of the plant sale. These funds were similar to projection revenue; there were parcels added through annexation to the rates and charges, which increased income. More known grant funding was acquired than anticipated.

KCD's expenses for operating budget were \$5.5 million; \$2.7 from committed grant funding (LIP, member jurisdiction accounts, etc). These were similar to projections. Any unspent funds will be rolled back into the operating budget for the following year.

Knutsen moved; Prinsen seconded passed unanimously AI 19-005: a motion to approve the 2018 end of year financials and move \$1,118,335.38 to the Reserve Deck for Member Jurisdictions, \$198,438.00 to the LIP Reserve Deck, \$148,650.00 to the Urban Forestry Deck, and \$871,180.62 to the Regional Food Reserve Deck (4 ayes, 0 nays)

Souza continued her report; after the reconciliations KCD did not spend the full amount of reserve funds authorized for expenditure during 2018. A number of factors contributed to this: the increase # of parcels subject to rates and charges, credits from the move and lease negotiations, an increase in grant funding, and two months of lower operating expenses. The contingency reserve was also not utilized in the move process. As discussed at the December board meeting, some sick and vacation liabilities were not properly recorded in past years. Payroll liabilities will now be annotated each month.

A question was raised about upcoming rates and charges negotiations and how this may impact the contractor expenses for 2019. Covington commented that these expenses have been accounted for in the budget.

95 **Haack moved; Prinsen seconded passed unanimously AI 19-006: A motion to authorize the**
96 **Executive Director and Chief Operating Officer to work with the Finance Committee return**
97 **items to the 2019 operating budget (4 ayes, 0 nays)**

98 Ryon and Knutsen thanked the Finance Team and Souza for their hard work on this item.
99 **Unfinished Business:**

100 AI 19-004: Newaukum Creek RCPP – Monaghan

101 Monaghan introduced this item; in 2015, American Farmland Trust secured funding for work in
102 Newawkum Creek Sub-Basin. This work involved a number of partners including KCD. The
103 goal was to improve stream temperatures and water quality within the Sub-Basin. American
104 Farmland Trust has indicated that they are not interested in serving as the fiscal agent for the
105 project any longer and have asked KCD to take over responsibility for the remaining work
106 associated with the project.

107 KCD will not be liable for or accountable for work that has already been completed.

108 The funding must be spent by May of 2020.

109 **Knutsen moved; Haack seconded passed unanimously AI 19-004: a motion to authorize the**
110 **King Conservation District Board Chair to sign the addendum to take on management of**
111 **the federal portion of the Newaukum Creek RCPP Project (4 ayes, 0 nays).**

112 AI 19-003: Totem Lake – Eric Frimodt

113 Frimodt joined the meeting at 6:12pm. Frimodt announced to the Board that the settlement
114 documents for the Totem Lake property have been approved and signed by the holder of the
115 revisionary clause. This indicates that a settlement is achievable in the near future.

116 **Prinsen moved; Knutsen seconded passed unanimously AI 19-003: a motion to approve the**
117 **settlement agreement, terms, decree documents, and release documents and authorizing the**
118 **Board Chair or Executive Director to sign the Totem Lake documents at the appropriate**
119 **time (4 ayes, 0 nays).**

120 **A break was called from 6:25 to 6:45pm.**

121 Workshop Update – Covington

122 Covington gave an overview of the planning workshop which took place on January 12th. The
123 proposal moving forward shifts fire resiliency planning and an element of agricultural drainage
124 work to rates and charges. KCD is also proposing shifting the relative allocations of competitive
125 grants and strategic initiative funding available through the Regional Food grant program. A
126 question was raised at the workshop regarding how this may impact community agriculture.

127 Shoreline work is proposed to move forward at the same rate with discussion about how to include
128 lakefront shoreline landowners within these programs.

129 A question was raised regarding ADAP and how KCD can contribute to the work. KCD and King
130 County are in conversation about project funding and what shape the future of this work may take.

131 A question was raised regarding three-year negotiations within a five-year agreement to allow a
132 check in on the priorities of the work plan and to provide a ground-truthing on programs, expenses,
133 and work so far. Because of the amount of work associated with renewing an ILA, the preference
134 is to continue with the 5-year approval cycle.

135 A comment was made about how inter-related conservation outcomes can be; it is important not
136 to lose sight of the multi-faceted benefits of conservation work. Additionally, KCD works with a
137 diverse set of partners and it is not always simple to own projects and outcomes to which many
138 partners contributed.

139 Monaghan introduced Carrie King, KCD's new Farm Services Program Manager. She has moved
140 from Colorado and has a background in conservation and forest health management. The Board
141 welcomed her.

142 **New Business:**

143 LIP Cost Share Rate Updates for Buffer Fencing and Cross Fencing Funded Within the Pasture
144 Health Management Best Management Practice – Redmond

145 Redmond provided information on two items that will be up for consideration and potential action
146 in February. These relate to cost share rates and the reimbursement process for LIP. Buffer and
147 cross fencing unit maximums are being recommended for updating this year due to strong feedback
148 from planners and cooperators on competitive pricing for fencing services. The pasture health
149 management LIP practice will include these rates. Moving forward, there is proposed to be a
150 standardized way of changing the unit price on cost share expenses.

151 The recommended process will include reviewing other organizations unit maximum costs,
152 reviewing the rates with King County contractors, and discussing these results together.

153 What the team has found that the cost-share rate on fencing is lower than the actual cost of
154 implementation. The team will continue to discuss the project and review the cost share rates from
155 other organizations. The goal is to have a finalized recommendation by the next Board Meeting.

156 Woodland Park Zoo LIP – Redmond

157 The Woodland Park Zoo (WPZ) is interested in their eligibility for cost-share funding. WPZ is a
158 nonprofit which exists on publicly owned land; WPZ is interested in expanding their waste-storage
159 facilities and inquired about cost-share through LIP.

160 In the past, nonprofits have been declined funding through LIP and were encouraged to apply for
161 funds through their cities and the Member Jurisdiction Grant programs. However, because the City
162 of Seattle is using its entire Member Jurisdiction allocation to fund projects in collaboration with
163 the Office of Sustainability and Environment, it's unlikely that WPZ's proposal would be funded
164 through the City of Seattle's Member Jurisdiction grant program.

165 The proposal is to explore developing a standardized way of treating nonprofit request. A comment
166 was made that in this case a sponsorship for WPZ manure bins could be possible; this could provide
167 exposure with audiences that KCD does not typically reach. A question was raised about the
168 visibility of the composting bin and how this may be able to provide educational assistance to
169 WPZ patrons.

170 No final recommendation was made. Monaghan, Redmond and Grace are going to explore options
171 for partnering with the Zoo and will bring a recommendation to the Board in February.
172 Additionally, Redmond will move forward on developing a protocol for engaging with nonprofits
173 who wish to access LIP funds for consideration at a later date.

174 Recognition of Max Prinsen and Nancy Tosta – Ryon

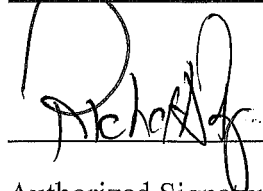
175 Nancy Tosta has resigned her seat as an Associate Board Member and Max Prinsen has announced
176 that he will not be running for reelection in 2019.

177 Chair Ryon thanked both Max and Nancy for their service and their dedication to the KCD
178 Mission.

179 Ryon noted that Prinsen first joined KCD in 1999 and has served in both appointed and elected
180 positions on the Board. The clarity that Prinsen uses to address conservation issues is very
181 valuable.

182 Prinsen noted that KCD is close to his heart and that he values the mission and work of the District.
183 Prinsen commented that working together with other Conservation Districts has shown him the
184 power of collaborative efforts and that he is grateful to work with KCD. He noted that the staff is
185 of exceptional quality. The Chair thanked Prinsen for his many years of public service.

186 Prinsen moved; Haack seconded passed unanimously a motion to adjourn the meeting at
187 7:42 pm (4 ayes, 0 nays)

188
189 
190 _____
Authorized Signature

2/20/2019

Date

191 Summary of Motions

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193 ayes, 0 nays)

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