

KING CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING

June 8th, 2020

2:00 PM to 6:45PM-via Teleconference Only

**Per OMPA Guidance and Governor Inslee's "Stay
Home, Stay Healthy"**

Order, this meeting can only be attended remotely.

Zoom Meeting Link: <https://zoom.us/j/99358828558>

Zoom Call In Number: (669) 900-6833

Zoom Meeting ID: 993 5882 8558

Meeting Agenda

Finance Committee Meeting. Souza, Covington 2:00-3:00 p.m.

1) Preliminary Matters

2:00-3:00

- a) Introductions
- b) Additions or Corrections to the Agenda
- c) Adoption of the Board Agenda

CONSENT AGENDA

KING CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING

June 8th, 2020

2:00 PM to 6:45PM-via Teleconference Only

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Meeting Agenda

<i>Member Jurisdiction Grant Sub Committee Meeting Saavedra, Grace 3:00-4:00 p.m.</i>
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1) Preliminary Matters

3:00-4:00

- a) Introductions
- b) Additions or Corrections to the Agenda
 - (i) Adoption of the Board Agenda

CONSENT AGENDA

**KING CONSERVATION DISTRICT
GRANT SUBCOMMITTEE MEETING
OF THE BOARD OF SUPERVISORS
Monday, June 8th, 2020
3 – 4 pm
Join Zoom Meeting**

<https://zoom.us/j/95038498903>

Meeting Agenda

Call to Order

1. Preliminary Matters

- a) Introductions
- b) Additions or Corrections to the Agenda
- c) Adoption of the Board Agenda

2. Public Comment:

3. Grant Subcommittee Items:

Amendments:

- 1. Mountains to Sound Greenway Trust – Issaquah Creek Restoration at Lake Sammamish State Park 2011

Close outs

- 1. Mountains to Sound Greenway Trust – Issaquah Creek Restoration at Lake Sammamish State Park 2011
- 2. Mountains to Sound Greenway Trust – Raging River Floodplain Enhancement
- 3. ECOSS – City of Renton Spill Kit Incentive Program

Issaquah Creek Restoration at Lake sammamish State Park 2011

WRIA Grants

Mountains to Sound Greenway Trust

Mr. Mackenzie Dolstad
2701 First Avenue, Suite 240
Seattle, WA 98121

O: 206-382-5565
M: 206-503-0683

Mr. Mackenzie Dolstad

2701 First Avenue
Seattle, WA 98121

mackenzie.dolstad@mtsgreenway.org
O: 206-503-0683
M: 206-503-0683

FollowUp Form

KCD-WRIA Forum Grant Program - Amendment Request

To request an amendment to your KCD-WRIA grant, complete this form and click submit. The amendment form will be reviewed and approved by staff and the grant subcommittee of the KCD Board of Supervisors. Attach any supporting documents you think will aid the review of your request. If you need to revise the scope of work for your project. Please contact Jessica Saavedra by phone (425) 282-1906 or email Jessica.Saavedra@kingcd.org

Project Title*

Issaquah Creek Restoration at Lake sammamish State Park 2011

Decision Date

09/13/2010

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

Change to the Project Completion Date

Project End Date

This is the original completion date provided in the application.

12/31/2014

Extended Completion Date

Please add the date you would like to extend to.

Change the Project Budget (attach completed Budget Revision Detail Form)

Revise budget in excess of 10% of total grant award

Budget Revision Form

Download the budget revision form here then upload as an attachment to your amendment request.

KCD-Member-Jurisdiction-Grant-Program-Budget-Revision-Detail-Form (1).xlsx

Other Category of Revision

Amendment Description*

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide details about the reason for the request.

The Greenway Trust received a grant of \$75,000 from the National Fish and Wildlife Foundation that covered more of the project supplies and materials than anticipated at the time of the project proposal and agreement. Additional funds were allocated away from project supplies and materials (plant material) and to contracted services to support sponsorship of AmeriCorps conservation corps members, allowing for overall improved restoration of the site.

Authorized Signature of Approval, King Conservation District:

File Attachment Summary

Applicant File Uploads

- KCD-Member-Jurisdiction-Grant-Program-Budget-Revision-Detail-Form (1).xlsx



Member Jurisdiction Grant Program Budget Revision Detail Form

Grantee: Mountains to Sound Greenway Trust
Project Name: Issaquah Creek Restoration at Lake Sammamish State Park 2011

Revising the Project Budget:

Awarded Project Budget (same as grant application budget)

	KCD Funds	Other Funds	Other Funds	Total (by line item)
Salaries and Benefits	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 20,000.00
Travel, Meals, Mileage				\$ -
Office and/or Field Supplies	\$ 20,000.00		\$ 10,000.00	\$ 30,000.00
Contracted & Professional Services (AmeriCorps)	\$ 17,500.00	\$ 17,500.00	\$ 10,000.00	\$ 45,000.00
Contracted Services	\$ 2,500.00	\$ 2,500.00		\$ 5,000.00
Permits				\$ -
Other (specify)				\$ -
Other (specify)				\$ -
TOTAL (by source)	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 100,000.00

Revised Budget (same as information in most recent Expense Report-YTD actual expenditures)

	KCD Funds	Other Funds (National Fish & Wildlife)	Other Funds	Total (by line item)
Salaries and Benefits	\$ 11,151.68	\$ 13,759.07		\$ 24,910.75
Travel, Meals, Mileage				\$ -
Office and/or Field Supplies	\$ 12,755.39	\$ 24,542.00		\$ 37,297.39
Contracted & Professional Services	\$ 25,140.66	\$ 36,693.07		\$ 61,833.73
Contracted Services (Mowing/Spraying)	\$ 948.54			\$ 948.54
Permits				\$ -
Other (specify)				\$ -
Other (specify)				\$ -
TOTAL (by source)	\$ 49,996.27	\$ 74,994.14	\$ -	\$ 124,990.41



**King Conservation District
Member Jurisdiction & WRIA Forum Grant Program
Grant Agreement Close Out**

Grant Summary Information

Recipient: Mountains to Sound Greenway Trust

Project Title: Issaquah Creek Restoration at Lake Sammamish State Park 2011

Project Description: In partnership with Washington State Parks and Recreation Commission, complete restoration on Issaquah Creek in the state park through a combination of volunteer work parties and work crews to remove invasive weeds and plant native trees and shrubs.

Funding Source and Year: KCD-WRIA 2010 Funds

Start Date: 01/01/2011

End Date: 12/31/2014

Date Awarded: 09/13/2010

Grant Budget Summary

Returned Funds:

Payment Summary

Award Amount:	\$50,000.00	Amount Returned:	\$3.73	Amount Paid to Date:	\$45,000 12/13/10
Amount Spent:	\$49,996.27	Date Returned:		Final Payment: Date:	\$4,996.27 After KCD signs/approves this form

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision:

☐ ☒

Budget Revision:

☒ ☐

Revised to reflect actual expenditures

Completion Date Extension:

☐ ☒

Copies of Work Product (check box or describe below)

<input type="checkbox"/> Designs/Plans	<input type="checkbox"/> Brochures/Publications	<input type="checkbox"/> Curricula
<input type="checkbox"/> Photos	<input type="checkbox"/> Video	<input type="checkbox"/> Sign Mock-Ups

Other:

KCD Acknowledgement: The Greenway Trust acknowledged KCD funding in numerous methods. KCD's support of the project was mentioned in Greenway Trust volunteer and community outreach materials, on the Greenway Trust website, at meetings of the Greenway Trust Board of Directors, and at the Greenway Trust's annual celebration of events across the Greenway landscape. Attached to this report are several project photos, along with an example of a volunteer outreach flyer. this site, as mentioned, hosted the Greenway Trust's annual tree planting celebration in 2011, with more than 240 volunteers and partners joining for a celebration of the tree planting season, and recognizing the partnership that supported this event and this restoration effort.

Site Visit

Date:

N/A: ☐

Description: *Due to current circumstances with COVID-19 a site visit to be scheduled in the future when multiple sites can be visited on the same day and both organizations have safety measures in place.*

Planting Projects:

Maintenance/Monitoring Needs to be tracked: ☐ Ongoing until: _____
Completed: ☒ N/A: ☐

Reporting Summary: Yes No Notes:

Progress Reports: ☒ ☐

Expense Reports: ☒ ☐

Final Report: ☒ ☐

Project Accomplishments and Successes

The Mountains to Sound Greenway Trust (Greenway Trust), working in partnership with the Washington State Parks and Recreation Commission (State Parks), successfully completed seven acres of restoration on a location half a mile upstream from Lake Sammamish along Issaquah Creek in 2014. The project area completed was the B1 area identified in the Lake Sammamish State Park Wetland, Stream and Lakeshore Restoration Plan. This project was supported by funding from the King Conservation District, National Fish and Wildlife Foundation, and private contributions from Carter Subaru.

Specific accomplishments include:

- Conservation Corps crews and volunteers provided substantial assistance completing nearly 2,000 hours of service over the course of the project. Crews and volunteers assisted with the control of invasive plants, maintenance and monitoring of the project. In addition to manual control of blackberry and ivy, crews chemically treated Bohemian knotweed, blackberry along the slope, holly and butterfly bush.
- The Greenway Trust collectively engaged nearly 1,000 volunteers who contributed more than 3,700 hours toward restoration activities on the project site.
- The Greenway Trust hosted the organization's annual Tree Planting Celebration at the project site, bringing together nearly 250 volunteers for a single day event that highlighted the launch of tree planting season. These volunteers contributed more than 1,000 hours on a single day, and planted more than 1,600 native trees and shrubs (a subset of the overall total below).
- 12,350 native trees and shrubs were planted throughout the site (a mix of potted plants and live stakes).

Regional Benefits

Centrally located in King County, Lake Sammamish State Park is a major attraction and a park of regional significance. Annually 1.3 million users visit and recreate in the park.

Volunteer participation and the on-site interpretive signage provide visitors an opportunity to learn about the importance of natural areas in the region and participate in its restoration. Equally important, the project improves habitat for salmon and other wildlife. The transformation from a monoculture of blackberry to a rich diversity of native plants will create food and habitat for wildlife. The trees and shrubs along the creek will help to cool the creek as well as provide food and habitat for fish.

Furthermore, these successful restoration projects tie-in and provide connectivity with other restoration efforts taking place in the park and along Issaquah and Tibbett's Creek in the City of Issaquah and unincorporated King County. These efforts are critical to increasing habitat for fish and wildlife in this rapidly urbanizing part of King County.

Obstacles and Challenges

The installation of this project was generally free of obstacles and challenges. The Greenway Trust has now worked with State Parks on multiple projects in Lake Sammamish State Park and has developed a great working relationship that has streamlined the process. The primary challenge that occurred post installation of the native plants was the infestation of Reed Canary Grass in areas that had previously

been monocultures of blackberry. Although initially there was a minimum amount of Reed Canary Grass in the project area, it made its move once the blackberry was removed. The initial plantings have done well in spite of the infestation with help from continued maintenance.

Lessons Learned and Recommendations for Future Projects

The primary lesson highlighted during the implementation of this project was the importance of partnership. Both State Parks and the Greenway Trust capitalized on our respective strengths to successfully complete the project, actively working to raise funds, design and implement the project.

The Greenway Trust's long-term maintenance efforts within Lake Sammamish State Park have also contributed to project success. The Greenway Trust has continued to maintain this project area, and other areas within the Park, since 2014 project completion.

Building upon the successful riparian restoration completed during this project and its prior phases, the Greenway Trust is now collaborating with Washington State Parks, the City of Issaquah, King County, the Lake Washington/Cedar/Sammamish Watershed (WRIA 8), and other partners to study the stretch of Issaquah Creek within Lake Sammamish State Park for comprehensive in-stream restoration. The contributions from the collaboration with KCD have directly led to this current partnership, which is looking at implementation of comprehensive in-stream restoration (placement of Large Woody Material, re-opening side and off-channel habitat) in the next few years.

I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.

District Representative

Date: _____

I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.

Grant Recipient

Name:

Title:

Date: _____

Issaquah Creek Restoration at Lake Samm 2011

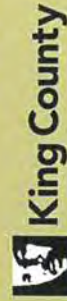


- Legend**
- County Boundary
 - Mountain Peaks
 - 2007 Color Aerial Photos (12in)
 - 2007 Color Aerial Photos (6in)

COMMENTS: Close-up of the Lake Sammamish State Park B1 restoration project on Issaquah Creek

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Date: 3/30/2010 Source: King County iMAP - Property information (<http://www.metrokc.gov/GIS/iMAP>)











Fall 2011

TREE PLANTING

Native Tree Plantings

Sat, Sun, & midweek; October to March
9am-3pm, full & half day shifts available

Lake Sammamish State Park

Oct 15, 16, 22 & 28, Dec 3 & 10
Issaquah

Westside Park

Oct 23 - Redmond

Three Forks Natural Area

Oct 29, Nov 5 - Snoqualmie

YMCA Camp Terry

Oct 29 - Preston

Golden Gardens Park

Oct 30 - Seattle

Dr. Jose Rizal Park

Nov 12 - Seattle

South Woods Park

Nov 6 - Shoreline

Reecer Creek

Nov 12 - Ellensburg

Upper Luttner Burbank Park

Nov 13 - Mercer Island

Luther Burbank Park

Nov 19 - Mercer Island

TREE PLANTING KICK-OFF

Celebrate the start of tree planting season with food, music, and plenty of trees!

Sat, Oct 15

Lake Sammamish State Park

Visit mtsgreenway.org for more details



JOIN A VOLUNTEER EVENT TODAY!

RSVP: mtsgreenway.org

206.812.0122

Contact Us about Opportunities for Groups

Trail work & more tree planting dates available at mtsgreenway.org



RESTORATION IN PROGRESS

Volunteer

To volunteer for ecological restoration events, register at mtsgreenway.org or contact 206.812.0122 or volunteer@mtsgreenway.org.

Sponsors



Funders



1. RIPPING OUT WEEDS

Sometimes, to get back to nature's delicate balance, you have to start with heavy equipment! This site is in the first stages of restoration: mowers, conservation corps crews, and volunteers are busy clearing invasive weeds and preparing the land for the process of healing.

In the early 1800s, the land that's now Lake Sammamish State Park was covered with old growth forest and wetlands. It abounded with wildlife. By the end of that century, the land was cleared for homesteads, farm fields, and pastureland. After they were abandoned, the fields, pastures, and wet meadows attracted invasive plant species.

The first step to restoring the natural balance is to clear these areas of weeds. But as you can see at this site, "ripping out weeds" doesn't necessarily mean starting from scratch. Undesirable plants are removed, but organic debris (wood chips and dead trees) will be left behind—or even intentionally brought back in. That debris will gradually decay, providing nutrients for the soils, as well as shelter and food for animals.



Before restoration starts, there's a lot of planning to be done. Which sites have priority? What should the site look like in 10, 20 or 50 years? Where will funding come from? Have all required permits been obtained? All these questions, and more, must be answered as the restoration plan is designed.



Himalayan blackberry is one of the most persistent plant pests.

RIPPING OUT THE WEEDS



2. MAKING IMPROVEMENTS

After a site has been cleared of invasive weeds and other unwanted vegetation, the next step is adding some enhancements to help shape its recovery. Erosion control, soil stabilization, and weed suppression are part of this process.

One of the most important actions at this stage is to encourage the site's "connectivity"—its relationship with other, neighboring habitats. In nature, no habitat is an island; each is connected with its neighbors through the flow of water and nutrients, the movements of animals, the growth of plants. Excavators may be used to enhance wetlands for birds, amphibians and other wildlife. They may also be used to remove levees, re-establishing the meander in a stream's course.



Special jute protects vulnerable streambanks until plants can grow to stabilize them. A thick layer of "log fuel" (an unprocessed mix of coarse chips of bark and wood fiber) helps suppress weeds, control erosion, and retain moisture. As it decomposes, it adds organic nutrients to the soil.

Along lakeshores or riverbanks, logs, roots, and large branches are brought in to enhance fish habitat.



MAKING IMPROVEMENTS

RESTORATION IN PROGRESS

Volunteer

To volunteer for ecological restoration events, register at mts.greenway.org or contact 206.812.0122 or volunteer@mts.greenway.org.

Sponsors



Funders



3. PLANTING NATIVE TREES

Once a restoration site has been cleared of undesirable weeds and shaped for recovery, it's time to plant. Planting usually occurs from mid-October to March. Look around this site: you'll see various young plants just getting their starts.

Usually, trees and shrubs are the first things planted on restoration sites. As they grow, they stabilize the soil and provide habitat for birds and other animals. These trees and shrubs also shade the soil, which discourages weed growth underneath them. After overstory trees are planted, other native plants are seeded or planted as well.

Willow, cottonwood, and alder are common trees planted at this stage of restoration. These trees are all "pioneer" species, meaning that in nature, they are often the first trees to establish. Some are planted by simply pushing cut branches into the soil.

PLANTING NATIVE SPECIES

4. MONITORING AND MAINTENANCE

After the hard work of clearing, stabilizing, and planting, comes the patient work of monitoring. How successful has the restoration work been at this site?

The new plants' survival rates are noted. Tree growth is recorded. As workers evaluate the success of this particular site, they apply what they learn here to other areas.

During the monitoring stage, new problems may arise that need attention. Invasive weeds may start to work their way in. The new plantings might need a bit more water or mulch. The site might need extra protection from humans, dogs, or deer. The monitoring phase is all about preserving and enhancing.

New plants may take time to become established. It may take 1-2 years for plantings to adjust and take root, then 3-4 years before the plants begin to really grow. It can take up to 100 years or more for a restoration site to fully mature. Restoration sites will be monitored for several years depending on the habitat type and the speed of growth and change.

MONITORING AND MAINTENANCE



**King Conservation District
Member Jurisdiction & WRIA Forum Grant Program
Grant Agreement Close Out**

Grant Summary Information

Recipient: Mountains to Sound Greenway Trust

Project Title: Raging River Floodplain Enhancement

Project Description: The proposed project seeks to enhance three acres of riparian habitat and forested wetland along the Raging River at river mile 4. It would include the control of encroaching noxious weeds and the installation of native trees and shrubs throughout the three acres. The Greenway Trust, working with local volunteers and conservation corps crews, would implement the project during the summer and fall of 2007.

Improved habitat conditions and increased native plant diversity would benefit chinook, coho, steelhead and chum that spawn and rear in this reach of the river as well as other wildlife. (The protection and restoration of spawning and rearing areas is the focus of the WRIA 7 salmon recovery effort.)

The project site is located immediately upstream and adjacent to the 2006 King County Raging River Preston Reach Floodplain Reconnection project that removed 1,300 feet of levee within the floodplain and opened seven acres of riparian habitat. (See map.) The project builds on the county's successful efforts downstream.

The majority of the project site is owned by the YMCA (Camp Terry). King County is currently in negotiations for the purchase of this property (and project work would go forward whether the land is in public or private ownership). The remaining area is on the slope above the county's 2006 project.

Funding Source and Year: KCD-Snoqualmie Forum 2006-07 Funds

Start Date: 07/15/2007

End Date: 03/31/2011

Date Awarded: 06/11/2007

Grant Budget Summary

Returned Funds:

Payment Summary

Award Amount: \$25,500.00

Amount Returned: \$0.99

Amount Paid to Date: \$22,950.00
8/17/2007

Amount Spent: \$25,499.01

Date Returned:

Final Payment: TBD by KCD Board of Supervisors - if approved
Date: =\$2,549.01

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision: ☐ ☒

Budget Revision: ☐ ☒

Completion Date Extension: ☒ ☐ Extended completion date from 9/31/11 to 3/31/11 in order to replace willow stakes and other plants browsed by beaver

Copies of Work Product (check box or describe below)

☐ Designs/Plans ☐ Brochures/Publications ☐ Curricula
☒ Photos ☐ Video ☐ Sign Mock-Ups

Other:

KCD Acknowledgement: The Greenway Trust acknowledged KCD funding in numerous methods. KCD's support of the project was mentioned during work and outreach with the YMCA, King County and at multiple volunteer events. Additionally, the project and funding support was highlighted at meetings of the Greenway Trust board of directors and at the Greenway Trust's annual celebration of events across the Greenway landscape.

Site VisitDate: **4/15/2010**N/A: ☐

Description: Grant staff visited the Raging River site with King County as part of the close out of their grant "Raging River Floodplain Reconnection". King County and Mountains to Sound Greenway trust have been working on the site in tandem for a long time.

Planting Projects:

Maintenance/Monitoring Needs to be tracked: ☐ Ongoing until: _____
Completed: ☐ N/A: ☐

Reporting Summary: Yes No Notes:Progress Reports: ☒ ☐Expense Reports: ☒ ☐**Final Report:** ☒ ☐**Project Accomplishments and Successes**

The Mountains to Sound Greenway Trust (Greenway Trust), working in partnership with King County and the YMCA successfully completed three acres of restoration along the Raging River on properties owned by King County and the YMCA. The project ties into King County's earlier restoration on the Carlin property and the levee removal that was completed during that time. The project was supported by funding from the King Conservation District and private contributions from Carter Motors.

Specific accomplishments include:

- Conservation Corps crews and volunteers provided substantial assistance in the restoration of the site. More than 60 volunteers provided 291.5 hours of service over the course of the project. Crews and volunteers assisted with the control of invasive plants, maintenance and monitoring of the project. In addition to manual control of blackberry and ivy, crews chemically treated Bohemian knotweed and blackberry.
- 600 potted native trees and shrubs were planted throughout the site and an additional 3,750 willow, cottonwood and dogwood stakes, surpassing the estimated 1,500 plants identified in the original grant.

Regional Benefits

Adjacent to one of the significant Chinook spawning habitats in the Snoqualmie watershed, this project improves habitat for salmon and other wildlife. Previously a field of reed canary grass, alder, cottonwood and conifers are all establishing in the area and shading out the grass. Overtime, these trees will provide an upper canopy that will shade the river (keeping temperatures lower), provide habitat for other wildlife, and allow for native shrubs and wetland species to naturally recruit or be subsequently planted.

Furthermore, these successful restoration projects tie-in and provide connectivity with other restoration

efforts, specifically the Carlin restoration project King County completed and on-going riverside work the Greenway Trust is completing controlling knotweed and re-establishing native plants along the entire Raging River. These efforts are critical to increasing habitat for fish and wildlife in this rapidly urbanizing part of King County.

Obstacles and Challenges

The primary challenge that occurred post installation of the native plants was the impact of beavers on some of the willow, dogwood, and cottonwood stakes. Installed stakes bordering the small creek that runs through the properties were "cut" down by the beavers two years after planting and the cuttings incorporated into the beaver dam where the old levee was located. Remnants of the stakes left behind by the beavers subsequently resprouted. However, the area immediately adjacent to the creek remains less tree covered than areas just 20 feet away.

Lessons Learned and Recommendations for Future Projects

One of the lessons learned is the need for more protection of the emerging vegetation from beaver predation. More could have been done on this front on the front end, eliminating the need to replant some of the creekside areas.

This project, as mentioned above, is also part of a larger, long-term collaboration to restore riparian areas along the Raging River. Thanks to this collaboration, and the partnership with King Conservation District and King County on the ongoing Raging River Knotweed Survey & Control efforts, the Greenway Trust will

I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.

District Representative

Date: _____

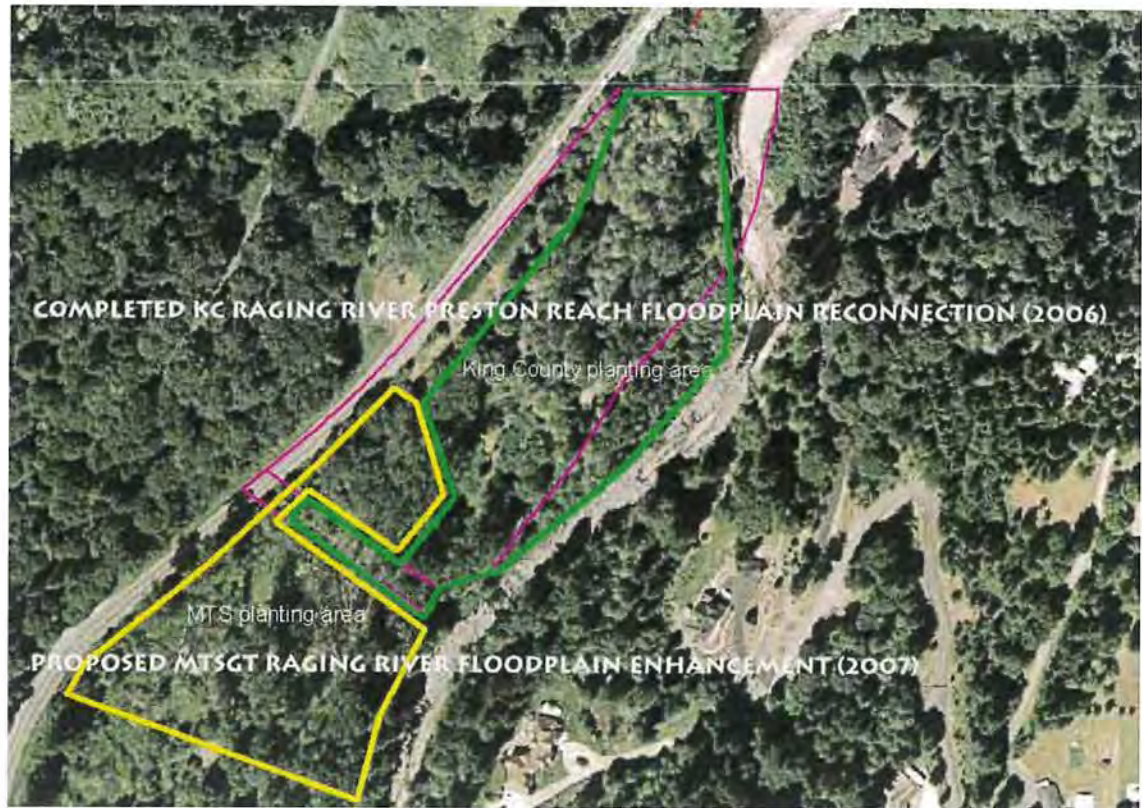
I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.

Grant Recipient

Name: Mackenzie Dolstad

Title: Senior Manager | Stewardship

Date: May 26, 2020







**King Conservation District
Member Jurisdiction Grant Program
Grant Agreement Close Out**

Grant Summary Information

Recipient: Environmental Coalition of South Seattle (ECOSS)

Project Title: City of Renton Spill Kit Incentive Program

Project Description: ECOSS will provide spill kit training to non-permitted small businesses to increase stormwater pollution prevention awareness and perform best management practices. As incentive, businesses will receive free spill kits, training and materials.

Funding Source and Year: KCD-Renton Member Jurisdiction 2016 Funds

Start Date: 07/01/2019

End Date: 06/30/2020

Date Awarded: 08/13/2019

Grant Budget Summary

Returned Funds:

Payment Summary

Award Amount: \$12,900

Amount Returned: \$N/A

Amount Paid to Date: \$6,762.46

Amount Spent: \$12,900

Date Returned: N/A

Final Payment: \$6,137.54
Date: *After KCD signs this form*

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision: ☐ Yes ☒ N/A

Budget Revision: ☐ Yes ☐ N/A

Completion Date Extension: ☐ Yes ☐ N/A Extended to:

Copies of Work Product (check box or describe below)

☐ Designs/Plans

☒ Brochures/Publications

☐ Curricula

☒ Photos

☐ Video

☐ Sign Mock-Ups

Other: **Table of Businesses Served that lists the name, address, language spoken, log of contact including post surveys completed and number of spill kits delivered**

KCD Acknowledgement: ECOSS acknowledged KCD funding of the spill kit program in the City of Burien in three different ways:

1. Each spill kit program brochure handed out to businesses had the KCD logo on them (see attached file)
2. Each spill kit delivered was accompanied by a spill training poster that had the KCD logo on them (see attached photo of posted poster)
3. ECOSS posted acknowledgement of funding by KCD on its website:
<https://ecoss.org/projects/puget-sound-spill-kit/>

Site Visit	Date:	N/A: <input checked="" type="checkbox"/>
Description:		
Planting Projects:		
Maintenance/Monitoring	Needs to be tracked: <input type="checkbox"/>	Ongoing until: _____
Completed: <input type="checkbox"/> N/A: <input type="checkbox"/>		
Reporting Summary:		
	Yes	No
Progress Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Expense Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Final Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Notes:</p> <p>Project Accomplishments and Successes</p> <p>Between July 1, 2019, and April 30, 2020, ECROSS staff performed a total of 50 visits to new businesses, providing spill training and spill kits, training posters, customized spill plans and site maps to each business. These visits included a pre-service survey to understand what the business' understanding of stormwater pollution prevention, and its spill preparedness. Additionally, ECROSS staff provided best management practices (BMPs) as appropriate for each business sector, as well as hazardous waste disposal, and King County Hazardous Waste Management Program Voucher Incentive Program (VIP) information sheets. ECROSS staff also distributed a pollution prevention poster provided by the City. 100% of the businesses visited answered the pre-service survey. One business declined service, and one location was closed.</p> <p>Also during this time frame, ECROSS revisited 29 businesses, 14 initially visited in 2019, and 15 initially visited prior to 2019. During follow up revisits, spill response training, updated spill plans, technical assistance and BMPs were provided as appropriate, and a post-service survey was performed. The post-service survey asks a series of questions that demonstrate change in awareness regarding stormwater pollution prevention and change in behavior towards spill prevention and response from the initial pre-service survey. 100% of the businesses revisited responded to the post service survey.</p> <p>Through this program, ECROSS' Multicultural Outreach Team utilized their language capacities to connect with multicultural businesses. Approximately 40% of the businesses served in the City of Renton spoke English as a Second Language (ESL). Languages supported with training materials included Spanish (12%), Korean (7%), Vietnamese (7%), Cantonese (4.5%). Additional languages represented included Thai, Japanese, Somali and Punjabi.</p> <p>A breakdown of the types of businesses served includes: Automotive (22%), food service (55%), grocery marts (12%), and gas stations (11%).</p> <p>Regional Benefits</p> <p>The following information is based on regional information collected from municipalities in King and Snohomish Counties during the period May 1, 2019 - April 30, 2020:</p> <ul style="list-style-type: none"> • Out of the 681 total businesses served throughout all the cities in 2019-2020, 35% spoke English as a Second Language, and 245 (36%) responded to the Post-service questions. • Prior to outreach, 83% of businesses knew where polluted runoff goes when it leaves their site, whereas 96% reported knowing after outreach. • Asked whether a business had any spill clean-up materials onsite, about 48% of the businesses had some materials to address spill incidents. After outreach, 100% of businesses had spill cleanup materials. • 91% of businesses knew that outdoor spills associated with doing business were their responsibility to clean up, however many business managers were unaware of any regulatory liabilities associated with outdoor spills. • Only 28% of the businesses trained staff on spill response prior to outreach, whereas 52% of 		

businesses conducted trainings as a result of the visit. Continued outreach will increase the training levels.

- By conducting the Post-Service Survey among 245 businesses, the team found that nearly 18% of businesses surveyed had utilized the spill kits since receiving the training. Survey data gathered shows that between 2019 and 2020, 43 businesses had an outdoor spill since receiving spill training, and they utilized the kit to clean up spills, 38 of the spills were 5 gallons or less in size. Assuming that those businesses were in jurisdictions that had spill response programs, those agencies would have saved \$287 in personnel costs per incident based on data provided by Seattle Public Utilities, which collectively would add up to more than \$12,300. If a contractor had been used to clean up these spills at a rate of \$2,700 per incident, the accumulated costs would have been more than \$116,000.

- Of those businesses reporting, 18 noted the type of material spilled. Most businesses used the spill kits for cleaning up common vehicle fluids (67%), while others used the kits for food waste (11%), and paints, solvents and other chemicals (11%).

- Since the team's visits, 97% of the businesses have adopted spill prevention practices. As part of the initial training, ECOSS staff encouraged businesses to utilize the Spill Prevention Plan and supporting materials as a training tool and guidelines to educate employees on the importance of cleaning up spills.

- When asked the question, "How confident are you that you could clean up an outdoor spill if you had one," ECOSS found about 75% of the businesses served were "Very Confident" that they could clean up a spill, and 18% were "Somewhat Confident." When asked why only "Somewhat Confident," generally those people had not had to deal with a spill, and felt fairly confident that if they had to respond to a spill, they could do so appropriately. Only 4% were "Not Very Confident," or "Not Confident At All". The survey result showed that 96% of businesses are very or somewhat confident they could respond to a spill after ECOSS' spill prevention training.

- A regional result of this spill kit outreach program is hundreds of businesses in two counties and 19 municipalities are more aware of their impacts on the health of local waterways and Puget Sound due to polluted stormwater runoff. These businesses now have the tools to respond to spills and keep pollution from entering our watersheds. In addition, these businesses are aware of the potential financial liability and costs of clean up and fines if, during the course of doing business, a spill occurs, gets into a catch basin, and enters a local waterway.

1 SPU reported that when there is a spill that requires the use of a contractor, the average cost per incident is \$2,700 (Eric Autry, Senior Spill Coordinator SPU, Personal Communication).

Obstacles and Challenges

- Although there was an increase in knowledge about where polluted runoff goes, management and staffing turnover impacts institutional knowledge in a business. By providing annual or bi-annual follow up visits, this becomes less of an issue.

- In many business sectors, there seems to be little time for anything else but focusing on the tasks at hand, and training of staff in spill response is not high on the priority list. By providing annual or bi-annual follow up visits, this becomes less of an issue.

- Occasionally, businesses don't have the time to meet with ECOSS staff, or a manager or owner isn't available to make the decision to accept a spill kit and training, as most visits are cold-calls. This means ECOSS staff have to return to the business at a later date and/or time, or call and set up an appointment, which takes time and the business may still say, "No" to the training. In the City of Renton, one business rejected the spill kits and training.

- A language barrier may occur when visiting diverse businesses. In addition, there can be a cultural barrier, and even a distrust of government. ECOSS employs and utilizes staff who speak a variety of languages besides English, including Cantonese, Mandarin, Korean, Spanish, Vietnamese, Hindi, and others. With this support, ECOSS staff are able address these language and cultural barriers, and often these business owners and managers appreciate this type of direct support.

Lessons Learned and Recommendations for Future Projects

- Based on the use of the kits amongst the business community, ECOSS recommends continuing to provide the program for 2021-2022. By both engaging new businesses and revisiting previously served

businesses, ECOSS can further solidify the principles of spill prevention and clean-up within the City's business community. By revisiting businesses on a regular basis, ECOSS can build long-term relationships between the City and the businesses. This will also ensure that clients are following best management practices.

- ECOSS recommends revisiting previously served businesses to provide a refresher training, as needed or applicable. While conducting the Post-Service Survey, it was found that although several businesses did provide spill trainings for their employees, whether due to high staff turnover, inconvenience, or other reasons, nearly 50% of businesses visited did not provide staff trainings. Not only do refresher trainings encourage businesses to recognize instances in which a spill kit should be used, it also helps the City to develop meaningful relationships with the businesses by indirectly providing this free resource.

- As this program continues in the future, it would be best to allocate resources to allow more time for staff to be an ongoing resource to businesses served. By providing regularly recurring trainings and spill response support, not only will the value of the program to businesses that don't have the time, resources and experience to train their staff increase, but also the likelihood that pollution prevention practices will become institutionalized at these businesses.

I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.

District Representative

Date: _____

I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.

Grant Recipient

Name: Ann Boyce

Title: Stormwater Programs Outreach Manager

Date: 5/27/20

KING CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING

June 8th, 2020

2:00 PM to 6:45PM-via Teleconference Only

Per OMPA Guidance and Governor Inslee's "Stay Home, Stay Healthy"

Order, this meeting can only be attended remotely.

Zoom Meeting Link: <https://zoom.us/j/99358828558>

Zoom Call In Number: (669) 900-6833

Zoom Meeting ID: 993 5882 8558

Meeting Agenda

Board Of Supervisors Meeting 4:00pm-6:45pm

1) Preliminary Matters

4:00-6:45

- a) Introductions
- b) Additions or Corrections to the Agenda
- c) Adoption of the Board Agenda

2) Consent Agenda

4:00-4:10

Items listed below will be enacted by one motion. If separate discussion is desired on an item, that may be removed from the Consent Agenda and placed on the Regular Agenda at request of a Board Member

a) Meeting Minute

2/7/2020 Special BOS Meeting
2/10/2020 Finance Sub-Com
3/23/2020 Special BOS Meeting
5/11/2020 BOS Meeting
5/11/2020 Finance Sub-Com
5/11/2020 Grant Sub Committee Meeting
5/29/2020 Special BOS Meeting

- b) LIP Applications - None
- c) Member Jurisdiction –None

3. Public Comment:

4:10-4:15

4. Finance:

4:15-4:30

- 1. AI 20-030: A motion to approve check numbers 22618 through 22669 for a total of \$657,096.36; non-payroll; EFT's totaling \$928.18; Bank Fees of \$33.00; Void Checks for \$0 and May 2020 payroll for \$219,833.47.

5. Old Business:

- a) Stakeholder Engagement Reports -Mosby

4:30-5:00

- i. Haack

- ii. Haugen (WRIA 7 &8)
- iii. Knutsen (Commission)
- iv. Mosby (WRIA 9)

6. New Business:

5:00-5:15

- a) Recognition of Outgoing BOS member(s) /Seating of New BOS Members -**Mosby**
A formal Recognition of Service for Richard A Ryon
- b) Seating of new BOS Members
- c) AI 20.031 WSCC Master Grant Approvals -**Reed** **5:15-5:30**
- d) WID Partnership for ADAP Support **5:30-6:15**
AI 20.032 A motion to consider lifting the landowner practice cap for select multi benefit
2020 ADAP projects in the Snoqualmie Valley -**Monaghan**
- e) Annual Report- Introduction and Discussion- **Grace/Covington** **6:15-6:30**

KING CONSERVATION DISTRICT
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 - a) Introductions
 - b) Additions or Corrections
 - c) Adoption of Agenda

2) Consent Agenda

4:00-4:10

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- a)
 - 2/7/2020 Special BOS Meeting
 - 2/10/2020 Finance Sub-Com
 - 3/23/2020 Special BOS Meeting
 - 5/11/2020 BOS Meeting
 - 5/11/2020 Finance Sub-Com
 - 5/11/2020 Grant Sub Committee Meeting
 - 5/29/2020 Special BOS Meeting
- b) LIP Applications - None
- c) Member Jurisdiction – None

2. Public Comment:

4:10-4:15

3. Finance:

4:15-4:30

1. AI 20-030: A motion to approve check numbers 22618 through 22669 for a total of \$657,096.36; non-payroll; EFT's totaling \$928.18; Bank Fees of \$33.00; Void Checks for \$0 and May 2020 payroll for \$219,833.47.

5. Old Business:

- a) Stakeholder Engagement Reports
 - i. Hack
 - ii. Haugen
 - iii. Knutsen
 - iv. Mosby
 - v. Porter

6. New Business

- a) Recognition of Outgoing BOS member(s) /Seating of New BOS Members -**Mosby** 5:00-5:15
 - (a) A formal Recognition of Service for Richard A Ryon
- b) Seating of new BOS Members 5:15-5:30
- c) AI 20.031: WSCC Master Grant Approvals -**Reed**
- d) WID Partnership for ADAP Support 5:30-6:15
 - AI 20.032: A motion to consider lifting the landowner practice cap for select multi benefit 2020 ADAP projects in the Snoqualmie Valley -**Monaghan**
- e) Annual Report- Introduction and Discussion Grace/Covington 6:15-6:30

CONSENT AGENDA

KING CONSERVATION DISTRICT

Board of Supervisors Board Retreat Meeting Minutes

2/7/2020

1 **Supervisors Present:** Dick Ryon- Chair; Burr Mosby- Vice Chair; Bill Knutsen- Auditor; Jim
2 Haack- Supervisor; Kirstin Haugen-Supervisor

3 **Associate Supervisors Present:** None

4 **Guests Present:** None

5 **Staff Present:** Bea Covington, Deirdre Grace, Brandy Reed

6 **Preliminary Matters:**

7 Chair Ryon called the meeting to order at 8:30 a.m. All attendee introduced themselves.

8 **Public Comment:** None

9 Board and Staff present discussed strategies for engaging and empaneling a new Advisory
10 Committee. Board members agreed that it would be important to meet individually with leadership
11 from the organizations who have seats on the AC to discuss roles and expectation.

12 It was agreed that going forward the AC should strive to meet quarterly and that those meetings
13 should be held at various locations around the county. The meetings could include a
14 visit/presentation from key stakeholders and KCD beneficiaries in the location as well as higher
15 level strategic discussions to help set the stage for the future.

16 Board and staff discussed strategies for engaging with County Council, key cities and key
17 stakeholders in order to establish strong independent relationships with each.

18 It was agreed that for the sake of coverage, and to ensure that KCD had Board level representation
19 at key decision-making tables across the region each board member would assume primary
20 responsibility for engagement with specific committees and council districts. Individual board
21 members would likely continue to have relationships with committees, organizations and key
22 leaders, but it would be the role and responsibility of the primary to both represent KCD's interests
23 and positions at these tables and to bring back issues and areas of concern to share with fellow
24 board members. A list of key committees was circulated, and board members indicated their
25 preferences.

26 Board and staff present discussed the desire to develop a Board Handbook, possibly modeled off
27 the Handbook developed by Spokane CD and being considered by Whatcom. A handbook would
28 be helpful for sitting supervisors and to assist with onboarding new supervisors. A version of that
29 document was shared for consideration.

30 There were no actions or motions taken by the Board.

*"Promoting sustainable uses of natural resources
through responsible stewardship"*

31 **Knutsen moved; Haugen seconded and passed unanimously a motion to adjourn the Board**
32 **at 2:50 pm. (3 ayes, 0 nays).**

33

34

35

36

37 _____ / _____

38 Authorized Signature

Date

39

40

Summary of Motions

41 **Knutsen moved; Haugen seconded and passed unanimously a motion to adjourn the Board**
42 **at 2:50 pm. (3 ayes, 0 nays).**

43

KING CONSERVATION DISTRICT

Board of Supervisors
Finance Sub-Committee
Meeting Minutes

2/10/2020

1 **Supervisors Present:** Dick Ryon – Chair; Burr Mosby – Vice Chair; Bill Knusten – Auditor; Jim
2 Haack – Supervisor; Kirstin Haugen - Supervisor

3 **Associate Supervisors Present:** None

4 **Guests Present:** None

5 **Staff Present:** Bea Covington, Ava Souza, Lindsey Davidson

6 **Preliminary Matters:**

7 Knutsen called meeting to order at 3:31pm.

8 **Finance:**

9 Souza provided a recap of the December 2019 financial summary. She also reviewed the explainer
10 document providing more detail on expenses and revenue.

11 Covington noted that Souza provides the Board with a report from MIP to accompany the financial
12 summary to show transparency on where her numbers are coming from.

13 Souza went over the cash breakout.

14 Haugen asked if there was a plan to spend down the rest of the Working Lands Initiative money.

15 Covington stated that as was done last year, staff will present a plan of work for 2020 for Working
16 Lands for that will be motioned at the regular board meeting later today.

17 Souza continued to go over the restricted account numbers and explained she will need to request
18 a couple of transfers to close out the year which are on the agenda for the regular board meeting
19 today.

20 Haack asked questions regarding current funds versus prior years and how long KCD must
21 encumber funds to certain projects.

22 Covington stated that as has become our practice, there will be a full review of unspent monies. If
23 She continued that those findings will come to the finance committee and they can decide to pull
24 the money back or keep it in the bucket. She continued that technically after three years, we can
25 take MJ money back, but it hasn't been done before because of political sensitivity.

Souza explained that our year-end surplus numbers are bigger this year because of conservative spending such as hiring freeze, as well as receiving Totem Lake money, and utilizing Working Lands money.

Souza concluded by reviewing the transfer request amounts for Member Jurisdiction, Regional Foods, and LIP to be motioned at the regular board meeting today.

Covington circulated a document listing year-end recommendations for saving or spending the remaining funds.

The Board discussed the Election budget line item and what to do if there is a surplus of that money. Also discussed was the state of the current election and voter turnout as of today's date.

Knutsen recommended the money is earmarked and saved.

Ryon asked if there will be an audit or expense summary of the total cost of election this year.

Covington confirmed yes.

There was a discussion of updating the vehicle fleet to add two hybrid vehicles.

The Board asked questions about the current vehicle fleet.

Knutsen agreed to three motion requests: one for restricted account transfers, one for earmarking election costs, and one for and updated vehicle fleet.

Souza said by end of 1st quarter there may be a budget in MIP, but there is still a lot of problem solving and work to be done.

Haugen asked how that will affect the upcoming audit and reporting to King County.

Souza confirmed the current audit is for 2018.

Covington stated reporting the King County is done on an annual basis, so there should not be any impact.

There being no more business before the committee, the meeting was adjourned at 4:16 pm.

Authorized Signature

Date

Summary of Motions

54

55 **There being no more business before the board, the meeting was adjourned at 4:16 pm**

KING CONSERVATION DISTRICT

Board of Supervisors
Work Session
Meeting Minutes

3/23/2020

1 **Supervisors Present:** Dick Ryon- Chair; Burr Mosby- Vice Chair; Bill Knutsen- Secretary/Auditor;
2 Jim Haack- Supervisor; Kirstin Haugen-Supervisor

3 **Associate Supervisors Present:** None

4 **Guests Present:** None

5 **Staff Present:** Bea Covington, Deirdre Grace, Brandy Reed

6 **Preliminary Matters:**

7 Chair Ryon called the meeting to order at 5:00 pm. All attendees introduced themselves.

8 **Public Comment:** None

9 In order to prepare to participate in the upcoming All Districts meeting hosted by the Conservation
10 Commission the board reviewed and discussed items that had been included in past decision
11 packages that were prepared and submitted on behalf of the Conservation Commission.

12

13 Reed explained that these packages are developed with input from CD's and are recommended to
14 the Commission for consideration. The Commission decides what packages are brought forward
15 to the state legislature for consideration.

16 Because we do not yet know how this meeting will occur in the virtual space, as a result of
17 restrictions associated with COVID-19, it is difficult to know how things will unfold.

18 There will be a link and all supervisors are encouraged to participate. At minimum,. Reed and
19 Covington will participate representing KCD.

20 Under normal conditions this would be at 2-day meeting with significant opportunity for
21 discussion and exchange of ideas between all CD's before recommendations would be made. It is
22 important that those who attend the meeting in person have enough of a sense of the priorities and
23 concerns of the Board that they can participate in real time and make constructive decisions in real
24 time that are in alignment with KCD's goals. To provide that level of clarity, Reed led the board
25 in a discussion of those items that has been proposed in the past and the board identified those
26 areas that were of highest priority to KCD.

27 No actions were taken and no decisions were made.

Knutsen moved; Haugen seconded and passed unanimously a motion to adjourn the Board at 7:00 pm. (5 ayes, 0 nays).

_____/_____
Authorized Signature Date

Summary of Motions

Knutsen moved; Haugen seconded and passed unanimously a motion to adjourn the Board at 2:50 pm. (3 ayes, 0 nays).

KING CONSERVATION DISTRICT

Board of Supervisors
Meeting Minutes

5/11/2020

1 **Supervisors Present:** Burr Mosby – Acting Chairman; Bill Knusten – Auditor; Kirstin Haugen –
2 Supervisor; Dick Ryon – Supervisor

3 **Associate Supervisors Present:** None

4 **Guests Present:** Jean Fike - WSCC

5 **Staff Present:** Bea Covington, Ava Souza, Lindsey Davidson, Josh Monaghan, Brandy Reed,
6 Mike Lasecki, Jessica Saavedra, Deirdre Grace

7 **Preliminary Matters:**

8 Acting Chairman Mosby called meeting to order at 4:12 pm. All attendees introduced themselves.
9 Mosby asked for additions or corrections to the current agenda.

10 **Knutsen moved; Ryon seconded passed unanimously a motion to approve the agenda (4 ayes,**
11 **0 nays)**

12 **Public Comment:** None

13 **Consent Agenda:**

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

- 15 a) Board Minutes – 04.13.20 BOS Meeting; 04.13.20 Grant Sub-Committee Meeting;
16 04.27.20 Grant Sub-Committee Meeting.
17 b) LIP Applications – None
18 c) Member Jurisdiction Grant Applications - None

19 **Ryon moved; Haugen seconded passed unanimously a motion to approve the consent agenda**
20 **(4 ayes, 0 nays).**

21 **Pulled Consent Agenda Items:** None

22 **Presentations:** None

23 **Finance:**

- 24 1. AI 20-026: A motion to approve check numbers 22567 through 22617 for a total of
25 \$463,807.16; non-payroll; EFT's totaling \$20,249.45; Bank Fees of \$18.00; and April
26 2020 payroll for \$ 219,894.62.

Souza stated there was nothing out of the ordinary in the financials to report. She pointed out that a lot of checks on the check register are close-outs from Member Jurisdiction, Regional Food System, and LIP grants. She noted this has been a trend to close out projects, which is great.

Knutsen asked when KCD should expect final invoicing from King County Elections and Democracy Live for the election this year. He continued that there is a discrepancy of approximately \$153,000 that needs to be added back to the MJ program. He asked the Board to discuss the options of where funding would come from to match the ILA and make MJ program whole again.

Covington concluded the discussion by stating now that the budget is entered in MIP, there can be a detailed analysis done to find out how to make the Member Jurisdiction program whole.

Knutsen stressed the importance of funding the entire MJ program.

Haugen asked about The Keystone Concept vendor since it has been on the register for quite some time. Covington stated that Lance Davisson was a contractor for the iTree-Hydro project. Reed confirmed and went into more detail about his additional work with the City of Snoqualmie.

Knutsen moved; Ryon seconded passed unanimously a motion to approve AI 20-026 a motion to approve check numbers 22567 through 22617 for a total of \$463,807.16; non-payroll; EFT's totaling \$20,249.45; Bank Fees of \$18.00; and April 2020 payroll for \$219,894.62. (4 ayes, 0 nays).

2. MIP Transition Update

Souza confirmed that as of today's date, all the of the budget entries have been completed in MIP. She stated there were a couple of reconciling items. She added that next month the Board will be able to receive program-by-program expenses.

3. Fund Availability Analysis & Contingency

Souza explained cash on hand and her analysis of each account to note which funds have unrestricted money, or money that has no attachment to a contract or encumbrance. She added she also analyzed which city member jurisdiction funds have gone longer than three years unspent. Souza continued that the rates and charges for the first tax deposits was received from LGIP on May 9th, 2020.

4. AI 20-027, Resolution 20-003: A resolution Authorizing Investment of King Conservation District Monies in the Local Government Investment Pool

Souza reviewed the resolution and explained it was standard when a new board member requires authorization to transfer funds from LGIP on behalf of the District. She stated by passing the resolution, Burr Mosby would become an authorized Board signer.

Ryon motion; Haugen seconded and passed unanimously a motion to approve AI 20-027, Resolution 20-003 a resolution authorizing Burr Mosby to perform contributions or

withdrawals of the King Conservation District Monies in the Local Government Investment Pool (4 ayes, 0 nays).

Haugen asked if a motion is required to make Mosby the interim Chairman.

Souza and Knutsen confirmed yes. The Board discussed briefly.

Haugen moved; Ryon seconded a passed unanimously a motion to approved AI 20-029 a motion appointing Burr Mosby as Chairman of the Board of Supervisors for King Conservation District. (4 ayes, 0 nays).

Unfinished Business:

1. Update on Food System COVID 19 proposals

Monaghan reviewed the outcome of the Special Board of Supervisors meeting on May 7th, 2020 which approved a grant to Rotary First Harvest in the amount of \$100,000 to support food bank/farmer collaboration. These funds will be restricted to be spent on forward contracts with King County farmers. Grace explained in several efforts that are underway to connect producers with consumers- both individuals and restaurants and institutions. Both “apps” will make it easier for farmers with product to connect with buyers for their goods.

New Business:

1. AI 20-028: MJ COVID 19 Policy for Seattle Member Jurisdiction Grants

Saavedra overviewed the impact COVID-19 has had on grantees of the Member Jurisdiction program. She explained the proposal before the Board would amend the current list of eligible items that can be included in overhead to include computers, phones, and other technology equipment. She added community engagement is a focal point for many grant projects, which has been difficult to fulfill during the COVID-19 pandemic. Saavedra explained that current policy on indirect costs for a grant award is that total indirect costs cannot exceed 25 percent of salary and benefits. This cap remains unchanged by this proposal. She affirmed the proposal would not change total amount awarded for indirect costs, and it would only allow the inclusion of equipment. Saavedra continued by listing currently open City of Seattle MJ projects that could benefit from an update in policy. She added that grantees have expressed strong gratitude and thanks to the District for being flexible on grant extensions and timelines during this time.

Grace further explained that the proposal is a response to COVID-19 and not a long-term policy change. She stated that generally most grantees don’t spend the full amount allocated to indirect costs. As an example, she shared from her meeting with Seattle group FEAST and they concluded that zoom accounts and wi-fi hotspots would be a huge help to meet their engagement objectives.

Haugen asked about Zoom licenses and her understanding that Zoom is free. Grace explained that the free account has limitations that would make workshops and longer meetings more difficult.

- 99 Covington suggested the City of Seattle can be a beta test for the proposal.
- 100 Grace emphasized that the cost is very small, a portion of a portion.
- 101 Knutsen and Mosby expressed great reservation to expand policies at this time.
- 102 The Board, Covington, Saavedra, and Grace continued to debate further and brainstorm
103 alternatives to the proposal.
- 104 Knutsen asked that staff continue to explore possible ways to pilot some type of project, possibly
105 with the City of Seattle and limited to mitigating the impacts of the current COVID-19 pandemic.
- 106 Mosby concluded the discussion stating that he understands the need but believes there are other
107 resources available and organizations that can provide this type of assistance.
- 108 There was no decision made at this time.
- 109 2. Return to Work Plan
- 110 Covington summarized Governor Inslee's "Stay Home Stay Healthy"
111 order and the new phases announced on May 1st, 2020. She noted that agriculture has always
112 been deemed essential, and that landscaping is listed as allowable under "Phase 1". Staff are eager
113 to resume sit visits. She explained that she has been working with KCD staff to build standard
114 operating procedures to follow including site visit social distancing, office and equipment rental
115 sanitation, and vehicle use. Covington continued that the first suite of documents was reviewed by
116 legal counsel and summarized the vetted Permission to Work Form, Essential Work Request, and
117 Site Visit protocols. Covington emphasized that what is presented tonight is just for site visit work
118 outside of the office and that the office is still not ready to be open.
- 119 Mosby asked if there was any other business before the Board.
- 120 Knutsen stated there was discussion about getting staff vehicles and heading back out in the field
121 and that one of the vehicles authorized in February will be purchased so that there will be enough
122 vehicles to ensure that staff can have access to vehicles and maintain the 1 person per vehicle
123 restriction.
- 124 Mosby asked Covington about hiring.
- 125 Covington stated that they have made an offer to Forestry Stewardship Program Manager position
126 because the process had already started before COVID-19 closure.
- 127 Mosby asked about the hiring process and how this new person would be trained.
- 128 Covington stated she and Monaghan are still working that out and that the onboarding will be
129 informed by the Stay Home Stay Healthy restrictions and phases.

Ryon announced that this would be his last meeting as a Supervisor, as his term has ended, and Chris Porter will be formally certified at the May Commission meeting. He thanked KCD and Staff for all their hard work during his time as a Board Supervisor. The Board thanked him for his service.

Knusten moved; Ryon seconded passed unanimously a motion to adjourn the meeting at 5:57 pm. (4 ayes, 0 nays)

Authorized Signature	Date
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Summary of Motions

Knutsen moved; Ryon seconded passed unanimously a motion to approve the agenda (4 ayes, 0 nays)

Ryon moved; Haugen seconded passed unanimously a motion to approve the consent agenda (4 ayes, 0 nays).

Knutsen moved; Ryon seconded passed unanimously a motion to approve AI 20-026 a motion to approve check numbers 22567 through 22617 for a total of \$463,807.16; non-payroll; EFT's totaling \$20,249.45; Bank Fees of \$18.00; and April 2020 payroll for \$219,894.62. (4 ayes, 0 nays).

Ryon motion; Haugen seconded and passed unanimously a motion to approve AI 20-027, Resolution 20-003 a resolution authorizing Burr Mosby to perform contributions or withdrawals of the King Conservation District Monies in the Local Government Investment Pool (4 ayes, 0 nays).

Haugen moved; Ryon seconded a passed unanimously a motion to approved AI 20-029 a motion appointing Burr Mosby as Chairman of the Board of Supervisors for King Conservation District. (4 ayes, 0 nays).

Knusten moved; Ryon seconded passed unanimously a motion to adjourn the meeting at 5:57 pm. (4 ayes, 0 nays)

KING CONSERVATION DISTRICT

Board of Supervisors
Finance Sub-Committee
Meeting Minutes

5/11/2020

Supervisors Present: Burr Mosby – Acting Chairman; Bill Knusten – Auditor; Kirstin Haugen - Supervisor

Associate Supervisors Present: None

Guests Present: None

Staff Present: Bea Covington, Ava Souza, Lindsey Davidson

Preliminary Matters:

Acting Chairman Mosby called meeting to order at 2:10 pm. All attendees introduced themselves.

Public Comment: None

Finance:

Souza confirmed that the budget is now completely entered into MIP. She added that she is still working on a suite of spreadsheets to provide more detailed, program-by-program expenses but starting next month, she should be able to run complete financials as usual. She reviewed the cash balance sheet for April 2020 and noted that all current totals are typical for the month.

Covington explained that Souza produces the financials and if there is a standard deviation of more than ten percent, she and Souza meet to discuss why that is.

Souza confirmed the final budget in MIP is approximately \$9.5 million, which includes a match to the King County ILA as well as remaining Working Lands funds and Commission grant revenue. She summarized that everything in MIP is what was approved by the Board in December.

Souza continued that there are only a couple points of discrepancy, most notably in the Member Jurisdiction focus area. She stated that in the current budget, the amount scheduled to be awarded in grants to the cities is about \$986,000.

Covington noted that a possible explanation for this is because overhead and operating costs, along with salaries should be charged to the program, making the money going out to the cities less. She continued that the city allocations plus the overhead costs should equal the ILA amount.

Knutsen seemed to recall the budget being presented with overhead costs included.

Souza shared the Budget Overview and it was confirmed the revenue numbers do not match the ILA. There appears to be an approximately \$153,000 difference in base revenue.

28

29 Knutsen expressed very strongly that the Member Jurisdiction program should be paid the full
30 amount and should be discussed further at the regular Board meeting.

31 Souza continued by reviewing the month of April's balance sheet with totals in each account. She
32 explained that as part of our analysis to assess the potential impacts of COVID on revenue, she
33 was asked to review each account and note which have restricted money that is unsecured, or
34 money that has no attachment to a contract or encumbrance. Souza added that she will be meeting
35 with Reed to review the older contracts in the restricted accounts.

36 Covington reminded the Board that the money in Regional Food System data sheet will now be
37 \$100,000 less because of the board motion made at Thursday May 7th, 2020 meeting to donate to
38 Harvest for Hunger and other COVID-19 food relief efforts.

39 Souza stated that she called LGIP and confirmed full funding was received for the first part of the
40 year.

41 Souza mentioned the audit for 2018 is officially closed and KCD passed with flying colors. She
42 commended the Finance team and continued that she and Makhovitskiy have already started on
43 the BARS reporting for 2019.

44 Knutsen asked about final invoicing for Democracy Live and King County Elections.

45 Covington stated that the bulk of the Democracy Live cost was paid by Tusk Philanthropy directly
46 to Democracy Live and that she was able to reach King County Elections and anticipates receiving
47 final billing from them shortly.

48 Covington revisited the approval from February's meeting to purchase two new vehicles. She
49 stated she hasn't pulled the trigger yet because of the office closure. Covington noted that she was
50 planning to move forward now that we anticipate staff returning to the field and the requirement
51 that there be no more than one person per vehicle. She expects to purchase one vehicle now and
52 the second later in the summer.

53 Knutsen said yes that KCD staff should be able to go in the field as soon as possible.

54 Mosby asked about the standard operating procedures in place for the office re-opening before
55 approving the purchase.

56 Covington confirmed she'll be sharing the legal-vetted standard operating procedure documents
57 at the BOS meeting which regards to site visits and vehicle use. She explained that one of the
58 biggest changes is carpooling restrictions, so demand for more vehicles will be higher.

59 Mosby asked about personal vehicle use and mileage reimbursement and expressed concern about
60 field work not being completed.

- 61 Haugen and Knutsen agreed that they want staff out in the field as soon as possible.
- 62 Covington explained the standard operating procedure process is underway but there are a lot of
63 considerations to be made which takes time.
- 64 Mosby continued that the field work is important and expressed his concern that sanitation and
65 personal protective gear might take too long to arrive.
- 66 Covington stressed that systems are being put in place to directly purchase sanitization and
67 protection supplies and to allow staff to use personal vehicles and to initiate site visits without
68 staff needing to come into the office.
- 69 After long discussion, it was decided to wait on the vehicle purchases until it's determined how
70 many people are back to work and utilizing the KCD vehicle fleet.
- 71 There were no actions or motions taken by the Board.

72 **Knutsen moved; Haugen seconded and passed unanimously a motion to adjourn the Board**
73 **at 2:50 pm. (3 ayes, 0 nays).**

74

75

76

77

78 _____/_____

79 Authorized Signature

_____ Date

80

81 **Summary of Motions**

82 **Knutsen moved; Haugen seconded and passed unanimously a motion to adjourn the Board**
83 **at 2:50 pm. (3 ayes, 0 nays).**

84

KING CONSERVATION DISTRICT

Board of Supervisors

Grant Subcommittee Meeting

Meeting Minutes

May 11th, 2020

Supervisors Present: Burr Mosby, Kirstin Haugen

Associate Supervisors Present: None.

Guests Present: None

Staff Present: Jessica Saavedra, Bea Covington

Preliminary Matters:

Meeting called to order at 3:05 pm by Burr Mosby.

Applications – *KCD is pausing the acceptance of new grant applications in order to focus on providing essential services such as reimbursements, amendments and close outs for existing grantees. A notice has been posted to the KCD Member Jurisdiction grants webpage and the application is no longer available in the online grant portal.*

Amendments

Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment request from University of Washington for the Seahurst Park Benthic Invertebrate Monitoring 2019 project, extending the completion date from 6/1/20 to 9/30/20

Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment request from City of Newcastle for the Knotweed Control Along Boren Creek project revising the budget to reflect actual expenditures and return unspent funds as detailed

Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment request from Na'ah Illahee Fund for the Seattle Urban Native Community Indigenous Foods and Ecological Knowledge Project extending the completion date to from 4/30/20 to 8/31/20

Close outs - None

Haugen moved, Mosby seconded unanimously passed a motion to adjourn the meeting at 3:20 pm

Authorized Signature

Date

KING CONSERVATION DISTRICT

Board of Supervisors
Meeting Minutes

5/29/2020

Supervisors Present: Burr Mosby –Chair; Bill Knusten – Auditor; Kirstin Haugen – Supervisor;
Chris Porter – Supervisor

Associate Supervisors Present: None

Guests Present: None

Staff Present: Bea Covington, Ava Souza

Preliminary Matters:

Chairman Mosby called meeting to order at 9:02 am. All attendees introduced themselves. Mosby asked for additions or corrections to the current agenda.

Public Comment: None

Consent Agenda:

- a. Board Meeting Minutes – 1/12/19 Special BOS Meeting, 2/11/19 BOS Meeting, 2/20/19 Special BOS Meeting, 4/4/19 Special BOS Meeting, 5/13/19 BOS Meeting, 8/7/19 Special BOS Meeting, 8/26/19 Special BOS Meeting, 10/14/19 BOS Meeting, 11/4/19 Special BOS Meeting, 11/18/19 BOS Meeting, 12/9/19 Special BOS Meeting

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

Pulled Items: 11.18.19 BOS Meeting Minutes

All minutes were approved with the caveat that Supervisor Haugen and Bea Covington would make semantic changes to the 11.18.19 minutes.

Porter moved; Knutsen seconded passed unanimously a motion to approve Board minutes for the following meetings: 1/12/19 Special BOS Meeting, 2/11/19 BOS Meeting, 2/20/19 Special BOS Meeting, 4/4/19 Special BOS Meeting, 5/13/19 BOS Meeting, 8/7/19 Special BOS Meeting, 8/26/19 Special BOS Meeting, 10/14/19 BOS Meeting, 11/4/19 Special BOS Meeting, 11/18/19 BOS Meeting, 12/9/19 Special BOS Meeting (4 ayes, 0 nays).

Mosby moved; Knutsen seconded passed unanimously a motion to adjourn the meeting at 9:31 am. (4 ayes, 0 nays)

30

31

32

33 _____
Authorized Signature

Date

34

35

Summary of Motions

36 **Porter moved; Knutsen seconded passed unanimously a motion to approve Board minutes**
37 **for the following meetings: 1/12/19 Special BOS Meeting, 2/11/19 BOS Meeting, 2/20/19**
38 **Special BOS Meeting, 4/4/19 Special BOS Meeting, 5/13/19 BOS Meeting, 8/7/19 Special**
39 **BOS Meeting, 8/26/19 Special BOS Meeting, 10/14/19 BOS Meeting, 11/4/19 Special BOS**
40 **Meeting, 11/18/19 BOS Meeting, 12/9/19 Special BOS Meeting (4 ayes, 0 nays).**
41

42 **Mosby moved; Knutsen seconded passed unanimously a motion to adjourn the meeting at**
43 **9:31 am. (4 ayes, 0 nays)**

44

FINANCE

Check/Voucher Register - Monthly Check, EFTs, Payroll, and Fee Register
1000 - Cash (Checking Ops / BoA / x0408)
From 5/1/2020 through 5/31/2020

Document Number	Vendor	Date	Amount
22618	A & L Western Agricultural Labs	5/11/2020	1,692.80
22619	Bri Communications	5/11/2020	4,600.00
22620	Marinn Carpenter	5/11/2020	2,323.86
22621	Cart Before Horse Farm, LLC	5/11/2020	3,545.00
22622	City of Bellevue	5/11/2020	22,500.00
22623	City of Renton Utility Division	5/11/2020	158.12
22624	Comcast Business	5/11/2020	218.04
22625	Comcast Business - PA	5/11/2020	398.00
22626	Health Care Authority	5/11/2020	30,626.45
22627	Integrated Computer Systems Support, Inc.	5/11/2020	7,522.91
22628	Leni N. Karr	5/11/2020	2,606.25
22629	King County	5/11/2020	246,203.54
22630	Living Well Kent	5/11/2020	4,027.45
22631	McCaffrey Consulting LLC	5/11/2020	1,538.00
22632	Mountain Mist	5/11/2020	65.89
22633	National Construction Rentals	5/11/2020	162.80
22634	Normandy Park Community Club	5/11/2020	2,700.00
22635	Office Team	5/11/2020	1,326.00
22636	PCC Farmland Trust	5/11/2020	20,782.00
22637	Laura Redmond	5/11/2020	1,000.00
22638	Smartsheet Inc.	5/11/2020	1,581.28
22639	Sno Valley Tilth	5/11/2020	7,607.87
22640	Sound Cities Association	5/11/2020	500.00
22641	Rani Souza	5/11/2020	150.00
22642	US Bank VISA	5/11/2020	3,681.21
22643	Vashon Island Grower's Association / VIGA	5/11/2020	5,606.94
22644	Wild Fish Conservancy	5/11/2020	1,297.04
22645	Williams, Fedora	5/11/2020	15,593.84
22646	WSU - Cashiers SPS	5/11/2020	14,005.50
22647	King County	5/11/2020	66,364.82
22648	Seabold Group	5/14/2020	12,950.00
22649	A & L Western Agricultural Labs	5/26/2020	388.80
22650	City of Kent	5/26/2020	15,000.00
22651	Cultural Resource Consultants, LLC	5/26/2020	1,687.29
22652	Duwamish Longhouse & Cultural Center	5/26/2020	462.00
22653	Ecotrust	5/26/2020	450.00
22654	Gary L. English	5/26/2020	3,098.72
22655	Arthur R. Greef	5/26/2020	63,999.48
22656	Inslee Best Doezie & Ryder P.S.	5/26/2020	7,003.50
22657	Integrated Computer Systems Support, Inc.	5/26/2020	4,092.00
22658	Marc Bolan Consulting	5/26/2020	2,400.00
22659	McCaffrey Consulting LLC	5/26/2020	1,538.00
22660	Office Team	5/26/2020	7,951.69
22661	Percolator Consulting LLC	5/26/2020	7,500.00
22662	Pike Place Market Foundation	5/26/2020	1,000.00
22663	Natalie Quist	5/26/2020	111.77
22664	Renton Office Park LLC	5/26/2020	34,067.28
22665	State Auditor's Office	5/26/2020	1,696.50

Check/Voucher Register - Monthly Check, EFTs, Payroll, and Fee Register
 1000 - Cash (Checking Ops / BoA / x0408)
 From 5/1/2020 through 5/31/2020

22666	T-Mobile USA, Inc.	5/26/2020	1,451.96
22667	Tukwila Self-Storage	5/26/2020	462.00
Document Number	Vendor	Date	Amount
22668	University of Washington	5/26/2020	16,443.29
22669	U.S. Bank Equipment Finance	5/26/2020	2,956.47
Total Checks			657,096.36
00004097E5180	UPS	5/13/2020	19.50
050120-Navia	Navia Benefit Solutions	5/1/2020	64.66
050820-Navia	Navia Benefit Solutions	5/8/2020	186.49
051520-Navia	Navia Benefit Solutions	5/15/2020	111.89
052220-Navia	Navia Benefit Solutions	5/22/2020	240.00
052920-Navia	Navia Benefit Solutions	5/29/2020	305.64
Total EFT			928.18
051120-WireFee	Bank of America	5/11/2020	15.00
052620-WireFee	Bank of America	5/26/2020	15.00
052920-CkImFee	Bank of America	5/29/2020	3.00
Total Bank Fees			33.00
2005 01	May 2020 Payroll	5/29/2020	129,489.15
052920-PRTaxes	QuickBooks Payroll Service	5/29/2020	47,984.87
052920-DRS	Dept of Retirement Systems	5/29/2020	42,128.49
052920-QBFees	QuickBooks Payroll Service	5/29/2020	230.96
Total Payroll			219,833.47
Report Total			877,891.01

OLD Business

2019-2020 Board Stakeholder Group Assignments (with Staff Liaison)								
Board Member	MKCC 1 (and affiliated cities)	MKCC 2 (and affiliated cities)	External 1	External 2	External 3	Primary Staff	Secondary Staff	Notes
Haack	Dembowski District 1	Lambert District 3	KCD Advisory Committee (Quarterly, 1 st Tuesday 9-3)	PSRC Regional Growth Management (Monthly, 1 st Thursday 10-noon)	NONE	Grace	Covington	
Haugen	Kohl-Welles District 4	Balducci District 6	WRIA 7 (Monthly, 2 nd Thursday 12:30-4)	WRIA 8 (EOM, 3 rd Thursday 2-4:30)	NONE	Reed	Monaghan	
Knutsen	Zahilay District 2	NONE	CD System (Commission, WACD, WADE, PSCD Caucus)	SCA PIC (Monthly, Wednesday 4-8 p.m.)	MKCC Regional Policy Council (Monthly, 2 nd Wednesday, 3 PM)	Grace	Covington	
Mosby	Upthegrove District 5	Dunn District 9	MKCC Flood Control (Monthly, variable)	WRIA 9 (Quarterly, Thursdays, 4:00-6:30)	NONE	Covington	Reed	
Ryon/Porter	PVR District 7	McDermott District 8	MKCC Regional Water Quality (Monthly, 2 nd Wednesday)	MKCC Local Services (1 st & 3 rd Monday 1:30 PM)	NONE	Monaghan	Reed	

These assignments ensure that there is at least ONE KCD BOS member attending/engaging the committee as “the official voice” of the organization. Assignment to a committee or councilmember does not preclude or prevent individual BOS members from having individual ongoing relationships with Councilmembers or committees (in fact they are encouraged), but for assignments, the BOS member will attend and participate as the primary representative of the organization and in that capacity will reflect and communicate organizational positions.

Note 2: Knutsen has one MKCC because he is covering the whole CD system which includes multiple organizations

Note:

Balducci, as Chair of MKCC should this be with KCD BOS Chair??

Local Services Comm- as home committee of KCD should this be with BOS Chair??

Affiliated Cities: <https://your.kingcounty.gov/elections/gis/council.htm>

District 1: Shoreline; Woodinville; Bothell; Kenmore; Kirkland; Lake Forest Park; Seattle

District 2: Seattle; Renton

District 3: Issaquah, Redmond; Sammamish

District 4: Seattle

District 5: Burien, Des Moines, Kent, Normandy Park, Renton, SeaTac Tukwila

District 6: Beaux Arts, Bellevue, Clyde Hill, Hunts Point, Kirkland, Medina, Mercer Island, Redmond, Woodinville, Yarrow Point

District 7: Auburn, Kent, Algona (Milton, Pacific, Federal Way)

District 8: Burien; SeaTac, Seattle, Tukwila\

District 9: Bellevue, Covington, Kent, Maple Valley, Newcastle, Renton



Board of Supervisors Outreach Tracking

Supervisor Name	Kirstin Haugen (KCD rep)
Staff Name	Brandy Reed

Engagement

Date	05/21/2020	Location	Virtual
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Stakeholder/ Organization Visited (County Council Member, City Council Member, City/County Council Staff, Agency Director, Stakeholder, Key Leader, etc...)	WRIA 8 Salmon Recovery Council
Key Topics Discussed	<ul style="list-style-type: none">• Updates: PSSRC Funding Committee recommending focus on Conservation Futures funding; SCAA LIO funded SFKC lead by KCD• Funding Recommendations - 2020 Grant Round (12 Capital projects; 2 riparian restoration projects; 4 monitoring projects; 5 Outreach / Ed projects)
Areas of Concern	None noted
Next Steps	<ul style="list-style-type: none">• July Meeting - Approval of WRIA 8 Biennium Budget and Staff Work Plan• 2020 Grant Round - Contract and begin implementation
Assignments	No assignments



Board of Supervisors Outreach Tracking

Supervisor Name	Bill Knusten/Chris Porter
Staff Name	Bea Covington

Engagement

Date	05/21/2020	Location	virtual
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Stakeholder/ Organization Visited (County Council Member, City Council Member, City/County Council Staff, Agency Director, Stakeholder, Key Leader, etc...)	Washington State Conservation Commission Link to Agenda and Packet: https://scc.wa.gov/wp-content/uploads/2020/05/Final_-May-21-Business-Meeting-Packet-v3.pdf
Key Topics Discussed	FY 21 Budget outlook for Commission; Biennium packet developments Election certification FY 20 financial awards Chris Porter election certified Burr Moshv appointment confirmed
Areas of Concern	State budget issues were another topic discussed at the Commission meeting- of note: there is no word yet on an official "special session", but OFM has asked the Commission to prepare for a likely \$1.2 million budget reduction. The Commission anticipates that this can be done without reducing staffing or reducing implementation grants to CD's. The savings will be accomplished through delays in new hiring, new equipment purchases and reductions in travel. In addition, the
Next Steps	Continue to monitor and engage around the election conversation Continue to monitor and engage on budget packet development Continue to monitor and engage around 2020 awards
Assignments	Bea/Brandy to continue to monitor budget packet development; ?? to monitor/engage on election conversation- Ava and ?? need someone



Board of Supervisors Outreach Tracking

Supervisor Name	Knutsen
Staff Name	Covington/Reed

Engagement

Date	06/01/2020	Location	Virtual
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Stakeholder/ Organization Visited (County Council Member, City Council Member, City/County Council Staff, Agency Director, Stakeholder, Key Leader, etc...)	PSCD Caucus
Key Topics Discussed	State budget reductions; CD elections- WAC changes; potential for special session in June; NRCS updates (hiring happening); PSP updates- Strategic Initiatives- contracting for NTA's; other NTA updates; Food Policy Forum work- CD's/Food Systems/COVID response;
Areas of Concern	
Next Steps	Need to review and comment on proposed election WAC changes; Need to ensure that staff stay engaged on Food Policy Forum work- good opportunity to highlight leadership and forward work of KCD around food system support- pre Covid
Assignments	WAC Change Review ????? Food Policy Forum- Embleton



Board of Supervisors Outreach Tracking

Supervisor Name	Burr Mosby (KCD rep, not in attendance; Kirstin Haugen in audience)
Staff Name	Brandy Reed

Engagement

Date	05/14/2020	Location	Virtual Meeting
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Stakeholder/ Organization Visited (County Council Member, City Council Member, City/County Council Staff, Agency Director, Stakeholder, Key Leader, etc...)	WRIA 9 Ecosystem Forum
Key Topics Discussed	<ul style="list-style-type: none">• Status Report - WRIA 9 Habitat Plan Update• Funding Recommendations - 2020 Grant Round (8 Regreen the Green projects; 8 Capital projects; 2 Ed projects; 4 monitoring projects)• Briefing - Terminal 117 Duwamish River Restoration
Areas of Concern	None noted
Next Steps	<ul style="list-style-type: none">• August Meeting - Approval of WRIA 9 Biennium Budget• November Meeting - Adoption of updated Habitat Plan• 2020 Grant Round - Contract and begin implementation• Port of Seattle has requested KCD TA through WPC Terminal 117 project
Assignments	No assignments

NEW BUSINESS

King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: June 13, 2020

AI 20-031

SUBJECT:

A motion to approve submittal of FY2021 IM Grant Addendum to the FY20-21 WSCC Master Grant Contract

FISCAL IMPACT

The WSCC manages a Master Grant Program which provides funding to Washington State conservation districts. Funding for the WSCC administered Master Grant Program is appropriated through the Washington State legislature during its biennium budget process. To be eligible for reimbursement of costs associated with a new fiscal year grant, a Board of Supervisors approved Master Grant Contract addendum is required, typically within approximately 3 weeks after the start of the new fiscal year.

POLICY CONSIDERATION

The King Conservation District has previously received IM Grant funding through the WSCC. This WSCC administered grant program is aligned with the King Conservation District's Mission, Vision, Priority Goals and Objectives, and directly supports the District's freshwater and marine shoreline riparian and marine shoreline education and enhancement services. While there is no legal obligation on the part of the King CD to participate in this WSCC administered grant program, the King CD has elected to participate and leverages additional resources that assist the District in freshwater and marine shoreline enhancement goals and objectives.

STAKEHOLDER INTERESTS

WSCC IM Grant program typically support District services offered to small acreage non-commercial livestock owners and marine shoreline homeowners.

BACKGROUND

The King Conservation District freshwater and marine shoreline education and enhancement programs have been in place since the mid-1990s and early 2000s, respectively. The WSCC IM Grant program supports the District's freshwater riparian enhancement program by funding technician planning services that work with small acreage livestock managers on identifying, planning and implementing riparian enhancement and livestock exclusion projects. The WSCC IM Grant program supports the District's marine shoreline protection and enhancement program by funding facilitation of the District's original workshop curriculum titled Where the Water Begins and working with residential rural and

King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: June 13, 2020

urban marine shoreline homeowners on identifying, planning and implementing marine shoreline enhancement projects.

On June 28, 2019, the WSCC issued a new IM Grant allocation schedule. This new schedule changed the District's annual allocation through the WSCC IM Grant Program to \$95,600. While COVID-19 Pandemic-related impacts to the Washington state budget are expected, the WSCC has provided a recent update that it does not anticipate changes to the IM Grant allocation schedule at this time.

EFFECTIVE DATE:

If approved, this Motion becomes effective on July 1, 2020

OPTIONS

None presented

RECOMMENDATION

Staff recommends approval of the motion

MOTION

_____ Moved, _____ Seconded; Passed unanimously a motion to authorize the District staff to submit a IM Grant Addendum to the District's FY20-21 WSCC Master Grant Contract in amount not to exceed \$95,600.

REVISED

FY 2020~ADDENDUM FORM

District: King CDTotal Program Award: \$ 95,600☐ Basic Allocation \$ **Addendum Type:**☐ CREP TA & CS☐ Livestock☐ Engineering☒ Implementation*☐ Selfish☐ Non-shellfish

Overhead Type: *Once you choose, you must utilize this formula for the entire grant period.*

☒ 25% or Less of Salaries and Benefits

*If less than 25% please specify the Percentage

☐ Direct Costs☐ No Overhead will be charged

*Don't forget a separate Intermediate Outcome for all Election and Appointment Expenses and Audit expenses. To the best of your ability, please indicate the anticipated spending of each Intermediate Outcome for the July – December period and the January – June period. We are required to be more strategic in our estimates of reimbursements for Office of Financial Management and this will help us meet those obligations. Thank you.

Intermediate Outcome 1.0 Budget: \$ 40,000

July 1 – Dec. 31 Jan. 1 – Jun 30

\$ \$

Design and install at least 6 aquatic area enhancement projects (freshwater and/or estuarine and/or marine riparian) in partnership with District cooperators to improve fish/wildlife habitat, including habitat for salmon and southern resident orcas, and / or improve water quality.

Timeline: begin July 1, 2020, end June 30, 2021

Intermediate Outcome 2.0 Budget: \$ 10,000

July 1 – Dec. 31 Jan. 1 – Jun 30

\$ \$

Conduct KCD *Where the Water Begins* workshops for marine shoreline/bluff land managers focused on the marine nearshore/riparian ecology, Puget Sound coastal geological processes, and vegetation management for F&W habitat, erosion control and storm water management.

Timeline: begin July 1, 2020, end June 30, 2021

Intermediate Outcome 3.0 Budget: \$ 34,489

July 1 – Dec. 31 Jan. 1 – Jun 30

\$ \$

Conduct technical assistance site visits and prepare associated reports and project plans for marine shoreline/marine bluff land managers to support landowner participation in voluntary actions that improve marine shoreline fish/wildlife habitat, including habitat for salmon and southern resident orcas, improve water quality, and / or reduce storm water runoff.

Timeline: begin July 1, 2020, end June 30, 2021

Intermediate Outcome 4.0	Budget: \$11,111	July 1 – Dec. 31	Jan. 1 – Jun 30
Participate in 2020 PSCD Orca Day by 1) providing technical assistance and project design and implementation services to at least 1 landowner with freshwater or marine shoreline resources on property to improve fish and wildlife habitat for the benefit salmon and southern resident orcas, 2) recruiting and involving the public in implementing at least 1 Orca Day habitat restoration project through at least 1 volunteer event, and 3) coordinate implementation of no. 1 and market and advertise no. 2 in concert with and consistent with the PSCD Caucus Better Ground initiative. Timeline: begin July 1, 2020, end June 30, 2021		\$	\$

SIGNATURES DUE FOR EACH ADDENDUM

Due to Commission by July 20, 2020.

APPROVALS AND DOCUMENTATION CHECKLIST

☐ Approved by Board of Supervisors Date: June 13, 2020

Commission Financial Services Signature: _____

Completed by WSCC Finance Staff:

Date Received: _____ Signature: _____

Data Entered into Financial System	Date: _____	Initials: _____
Scanned into Online File Cabinet	Date: _____	Initials: _____
Filed in Green Binder	Date: _____	Initials: _____

King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: June 8, 2020

ACTION ITEM: 20-032

SUBJECT: 2020 KCD Agricultural Drainage Projects- Contracting with Snoqualmie Valley Watershed Improvement District (WID)

This action brief proposes entering into an interlocal agreement with the WID to manage to implement agricultural drainage projects accordance with the ILA Scope of Work for three 2020 agricultural drainage projects in the Snoqualmie Valley.

FISCAL IMPACT

The project funding for this work comes from a Flood Control District Grant, as well as Working Lands Initiative funding. This agreement would assign the grant task to the WID. This ILA would be funding by the Flood Control District funds, which cover the full contract amount of \$103,970 for both project management and contractor costs. The three projects together would work on more than 10,000 linear feet, exceeding the grant goal of 7,050 linear feet.

Two of the three projects identified in the scope of work are large and complex and will not be able to be completed without the approval of the project specific caps described in this agreement.

Pending the Board's approval to award the funding as described in the Scope of Work in the ILA, staff anticipate being able work with the WID to complete these proposed agricultural drainage projects for 2020. Since the 2020 work is grant funded, there would be no impact to Rate and Charge funding.

POLICY CONSIDERATION

As a result of the scale and complexity, two of these projects are anticipated to exceed the general KCD policy guidance for projects, requiring specific Board approval. To accomplish this work, the WID is asking that KCD Board to approve the attached scope of work which would authorize two projects at higher funding levels than the general KCD per project cap of \$30,000. The first project would not exceed \$33,750, would be one of the largest single-farm projects the District has ever taken on, and would dredge more than 5,000 linear feet. The second would not exceed \$44,020 in KCD funding and would leverage an additional

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\$60,000 of matching funds, with ditch maintenance helping two farms, and including work matched on the adjacent WDFW farm property.

This approval would be a one-time exception to the current total project cap of \$30,000 set in 2018.

STAKEHOLDER INTERESTS

All landowners/farmers in King County with an interest in Ag drainage assistance.

- *Commercial livestock producers*
- *Non-commercial livestock owners*
- *Stakeholders party to the development and approval of the King CD 5-Year Implementation Plan (2020-2024)*

BACKGROUND

Over the winter, King Conservation District, along with the King County Agricultural Drainage Assistance Program (KC-ADAP) has identified, prioritized, and sought permitting for the 2020 season of drainage maintenance projects. In December, our program coordinator left and KCD was left needing to fill this vacancy in the middle of COVID work restrictions. In late April, it was clear we would not have a staff person in place, so the District began scoping a possible interlocal agreement with the Snoqualmie Valley Watershed Improvement District to lead on the work. The WID was a natural fit because they are already very familiar with all the farmers and the projects and had a working relationship with the KC-ADAP program and with KCD around drainage work.

The 2020 projects in the Snoqualmie projects promise some of the highest impact work of any season of work so far in the 6 years of KCD agricultural drainage work. The projects include both larger projects and projects with multiple partners, both private farms and public properties.

Overall, these projects will leverage more than \$160,000 in match funds, much higher than the 25% match required.

Because this is scope of work is for larger scale projects than the past, staff are proposing the higher project approval levels as one-time exceedance of the KCD policy cap.

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OPTIONS:

- 1) No Action- This would result in canceling the two larger scale, higher impact projects scoped for 2020.
- 2) Approve this ILA scope of work that includes two projects with funding levels of 33,750 and \$44,020, granting one-time exceedances of the \$30,000 per farmer project cap.
- 3) Direct staff to revise the current policy to increase the per project cap from \$30,000 to \$50,000 based on current and anticipated 2020 season project scopes.

EFFECTIVE DATE: June 8, 2020

RECOMMENDATION

At this time, staff do not recommend an across the board adjustment to the practice cap. While that may prove necessary at some time in the future due to both increasing overall construction costs and due to the changing nature and complexity of projects, at this time there is not sufficient evidence to warrant a blanket adjustment.

Staff recommend that the Board select option 2- to approve the attached ILA Scope of Work with the two projects as single case exceptions of KCD policy.

MOTION

_____ Moved, _____ Seconded; a motion to approve the KCD-WID Interlocal Agreement with the 2020 KCD agricultural drainage project funding approvals defined in the attached scope of work.

Interlocal Agreement Between King Conservation District and the Snoqualmie Watershed Improvement District for Support to the Agricultural Drainage Program

This Interlocal Agreement is made and entered into by the King Conservation District, a Washington municipal corporation (hereinafter referred to as "KCD"), and the Snoqualmie Watershed Improvement District, a Washington municipal corporation (hereinafter referred to as "WID") pursuant to Chapter 39.34 RCW and Chapter 89.08 RCW, referred to herein individually as "Party" or collectively as the "Parties."

RECITALS

WHEREAS, WID was established in 2015 pursuant to Chapter RCW Chapter 87.03 with the purpose and authority to address agricultural water supply, drainage improvements, and other water-related issues in the Snoqualmie Valley and

WHEREAS, KCD was established in 1949 pursuant to Chapter 89.08 RCW with the purpose and authority to undertake programs and activities to protect and conserve natural resources throughout those portions of King County that are within the District, including all the areas served by the WID; and

WHEREAS, KCD has work plan commitments to work on agricultural drainage projects in the summer 2020, and

WHEREAS, KCD is not able to meet the program coordination and timeline requirements for 2020 projects with current staff, and

WHEREAS, WID does have staff and project knowledge and capacity to take on these tasks for the 2020 project season, and

WHEREAS, Chapter 39.34 RCW (Interlocal Cooperation Act) and RCW 89.08.200 authorize and provide that KCD and WID may enter into an agreement for joint or cooperative action;

Now therefore, the Parties mutually agree as follows:

I. Purpose

This Agreement between KCD and WID provides the terms under which the WID will provide support to KCD's Agricultural Drainage Program, as more fully described in Exhibit One, attached to this Agreement.

II. Administration

- A. The activities performed under this Agreement will be managed for KCD by Joshua Monaghan, Director of Stewardship Programs, or other staff as designated by KCD, and for WID by Cynthia Krass, Executive Director, or other staff as may be designated by WID ("Project Administrators").
- B. In the event that a dispute arises under this Agreement, the Parties shall attempt to resolve the dispute through direct discussions between the Project Administrators. If the dispute cannot be resolved by the Project Administrators, it shall be referred to the KCD Executive Director and the WID Executive Director for further dispute resolution efforts. This dispute resolution provision shall not be construed as prohibiting either Party from seeking enforcement of the terms of this Agreement, or relief or remedy from a breach of the terms of this Agreement, in law or in equity.

III. Responsibilities

- A. WID will provide staffing support to provide the services described in Exhibit One.
- B. KCD will compensate WID for conducting activities as described in Exhibit One at the rates set forth in Exhibit One, up to a maximum of \$103,970.
- C. WID will solicit competitive bids in a manner similar to KCD's process for similar work, consistent with both parties' statutory requirements.
- D. In the event that through the formal bid process as described in Exhibit One it is determined that the work cannot be completed within the maximum contract amount, parties will amend the scope and budget or terminate the agreement, with KCD agreeing to pay WID staff costs incurred through the date of the termination.

IV. Costs and Billing

- A. As documented on Exhibit One, WID's costs to provide services, including costs for staff time and benefits, and contracted services are estimated at \$103,970. KCD will pay WID for services provided at the rates set forth in Exhibit One, up to a maximum of \$103,970.

- B. The Parties agree to the following regarding billing and payment:
1. WID will invoice KCD for services provided on a quarterly basis. WID may submit invoices more frequently if necessary, during construction season.
 2. Payment to WID for submitted invoices will be made by KCD within forty-five (45) days of receipt of invoices.

V. Period of Performance

This Agreement shall become effective upon its signature, and will end on December 31, 2020 unless terminated sooner or extended as provided herein.

VI. Duration, Termination, and Amendment

- A. This Agreement may be terminated by either Party upon 30 days written notice. In the event of termination, payment will be made by KCD for work performed by WID through the date of termination.
- B. This Agreement is not assignable by either Party, either in whole or in part.
- C. This Agreement is a complete expression of the intent of the Parties and any oral or written representations or understandings not incorporated herein are excluded. The Parties recognize that time is of the essence in the performance of the provisions of this Agreement. Waiver of any default shall not be deemed to be waiver of any subsequent default. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of the Agreement unless stated to be such through written approval by the Parties which shall be attached to the original Agreement.
- D. Funding or financial obligations under this Agreement beyond the current appropriation year are conditional upon appropriation by the KCD Board of Supervisors of sufficient funds to support the activities described in this Agreement. Should such appropriation not be approved, this Agreement will terminate at the close of the current appropriation year.

VII. Indemnification and Hold Harmless

- A. To the fullest extent allowed by law, KCD shall protect, defend, indemnify, and save harmless WID, its officers, officials, and employees, while acting within the scope of their employment, from any and all costs, claims, judgments, and/or awards of damages, arising out of or in any way resulting from KCD's own negligent acts or omissions, or the negligent acts or omissions of KCD's officials, officers, or employees

in carrying out its obligations under the terms of this Agreement.

- B. To the fullest extent allowed by law, WID shall protect, defend, indemnify, and save harmless KCD, its officers, officials, and employees, while acting within the scope of their employment, from any and all costs, claims, judgments, and/or awards of damages, arising out of or in any way resulting from WID's own negligent acts or omissions, or the negligent acts or omissions of WID's officials, officers or employees in carrying out its obligations under the terms of this Agreement.
- C. Each Party agrees that its obligations under this Article VII extend to any claim, demand, and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each Party, by mutual negotiation, hereby waives, with respect to the other Party only, any immunity that would otherwise be available against such claims under the Industrial Insurance provisions of Title 51 RCW.
- D. In the event that either Party incurs any judgment, award, and/or cost arising therefrom, including attorney's fees, to enforce the provisions of this Article, all such fees, expenses, and costs shall be recoverable from the responsible Party to the extent of that Party's culpability.
- E. The indemnification provided for in this Article VII shall survive the termination of this Agreement.

VIII. Filing

A copy of this Agreement shall be filed with the King County Auditor, or, alternatively, listed by subject on KCD's and/or WID's web site or other electronically retrievable public source pursuant to the Chapter 39.34 RCW.

IX. Counterparts

This Agreement may be executed in counterparts.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the _____ day of _____, 2020.

Approved as to Form

King Conservation District

By: _____
Title: Attorney

By: _____
Title: Executive Director

Approved as to Form

Snoqualmie Watershed Improvement District

By: _____
Title: Attorney

By: _____
Title: _____

Scope of Work
KCD Agricultural Drainage Program Support 2020

King Conservation District's Agricultural Drainage Program provides coordination, project management, and contracting support to help agricultural property owners improve the drainage on their properties in order to support agricultural production while applying pre-approved best management practices to insure regulatory compliance. The work is conducted in partnership with the King County ADAP program, which serves as the lead for project design, permitting, defishing, and planting. KCD's work is funded through KCD Rate and Charge funding, as well as support from the King County Flood Control District.

Under this Scope of Work, WID will perform activities as described below in cooperation with King County ADAP and KCD Farm Team staff.

Task 1 - Technical Assistance and Project Management Support for ADAP projects

Subtasks:

1. Provide project management support to farmers prioritized by King County ADAP for 2020 season projects, including cost sharing on dredging and fish passage projects in accordance with KCD Agricultural Drainage Program policies and guidelines.
2. Connect farmers with KCD farm management planning services, as needed.

Task 2 – Contractor Hiring and Oversight for ADAP projects

Subtasks:

1. Work with farmers on project cost share commitment.
2. Work with King County ADAP engineers to follow small public works process to select, hire and manage contractors to complete permitted work.
3. Coordinate with KCD on program payment and payment limits to hire and pay contractors.
4. Coordinate project with multiple funding sources, where applicable.
5. Coordinate with King County ADAP engineers & KC Road Services to safely remove aquatic species and follow KC fish relocation plan.

6. Communicate daily with farmers throughout the construction phase to provide updates on scheduling, environmental conditions, and property access issues.
7. Work with farmers at the end of construction to review the completed project and expectations for wrapping up the cost share agreement.

Estimated Costs

Staff Costs	Hourly Rate	Quantity	Total
Seasonal Staff May 19-September 30, 2020	\$40	405 May=35hrs June= 80hrs July=120hrs Aug=120hrs Sept=50hrs	\$16,200

Project	Linear Feet	Crossings	Fish Presence	Total Estimate	KCD Ag. Drainage Request	Match
DeVries SVWID Basin 1	5,351	2 culverts \$25,000 (materials) \$5,000 (installation) =\$30,000 proposed for funding by KCD LIP Program/SV WID	Low	\$75,000 Cost estimated at \$8/linear foot. \$3000 to mobilize.	\$33,750	\$11,250 (combined SVWID and landowner)
Deer Creek: Pickering/ KC Parks & DNRP	400	None	Moderate	\$10,000 Cost estimated at \$12/linear foot.	\$10,000	Between \$80-100K in KC Parks & DNRP funding

SVWID Basin 11				+\$3000 to mobilize		
Lateral A Cherry Valley SVWID Basin 4 (Cherry Valley Dairy/ WDFW/W ayne Gullstad	5,051 + Beaver dam remova ls	None	Moderate to High	\$107,020 Cost estimated at \$20 per linear foot +\$3000 to mobilize *Ducks Unlimited will fund WDFW maintenance	\$44,020	\$60,000 (WDFW - Ducks Unlimited)
Total Construction Cost Estimate				\$239,020	\$87,770	\$151,250
Total Staff Time Cost Estimate				\$21,800	\$16,200	\$12,000 (SVWID Defishing/PM)
Total				\$267,220	\$103,970	\$163,250

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OUTREACH AND EDUCATION

KCD Outreach and Education Programs work to empower King County residents to become better stewards of their natural resources by building awareness of beneficial conservation practices and connecting people with KCD programs and resources.

Orca Recovery Day

In 2019, Conservation Districts spearheaded the 2nd Annual Orca Recovery Day, coordinating 109 partner organizations to hold more than 70 events across Washington, Oregon, California, and British Columbia to educate, implement, and connect people with conservation practices that increase water quality and benefit struggling Orca Populations in the Puget Sound and across the West. In total, these events planted nearly 17,000 native plants over 33 acres of vital habitat.

KCD led two Orca Recovery Day events, one on the City of Bothell's Parr Creek and another on a tributary of Longfellow Creek in West Seattle. 63 volunteers helped KCD and our partners remove blackberry, ivy, bamboo, and other invasive species and plant several hundred native trees and shrubs along the streams that will increase water quality and habitat health.

Northwest Flower & Garden Show

KCD staff and volunteers host informational tables at events across King County to raise awareness of beneficial conservation practices and connect people with our services. Tabling typically engages several hundred people at a large event. In 2019, KCD embarked on the ambitious undertaking of building a model show garden at the Northwest Flower and Garden Show. These show gardens are the highlight of the festival and are seen by its more than 60,000 attendees. Our 'Better Ground Garden' highlighted approachable, environmentally friendly practices that people can enact such as utilizing native plants, practices for soil conservation and nutrient retention,



erosion prevention, and rainwater catchment and increased the visibility of these practices and conservation district services.

Education Workshops, and Tours

KCD education programs include service learning and volunteer opportunities and classes, workshops, tours and other field-based learning opportunities that focus on water quality protection, soil conservation, livestock management, shoreline habitat improvement, and fish and wildlife habitat enhancement. Audiences served by KCD education programs include adult livestock owners, agriculture operators, and rural, urban, and suburban landowners, as well as youth and children.

Engagement and Education	2019 Actual	2015-2019
Volunteers	528 Volunteers 40+ Events 1,925 Volunteer Hours	3,687 Volunteers 447 Events 12,432 Volunteer Hours
K-12 Field Days / Carpentry for Critters	1 Event ### Students	9 Events 1,753 Students
K-12 Stormwater Education	0 Students	1,112 Students
Farm Tours and Special Agricultural Classes	4 Tours; 89 Participants 5 Classes; 71 Participants	35 Tours; 820 Participants 36 Classes; 509 Participants
Land & Water Stewardship Workshops	0 Workshops; 0 Participants	32 Workshops; 284 Participants



Envirothon

Envirothon is a nationwide environmental literacy competition for high school youth. KCD participates in the Washington State Envirothon program by recruiting high school teams from King County to participate in the Northwest regional, state, and national Envirothon competitions.

Volunteer

KCD's Volunteer Program supports KCD engagement activities as well as implementation of conservation efforts. It increases public awareness of all KCD programs and services and offers volunteers knowledge about local natural resource management, such as restoration of watershed functions, and hands-on experience implementing practices to address those concerns. Program goals focus on recruiting and connecting new volunteers to project-based learning opportunities and building partnerships with agencies and organizations to address mutual service-learning goals.

**40
EVENTS**

**528
VOLUNTEERS**

**1,925
HOURS
DONATED**



GRANTS TO HELP REPLENISH OUR REGION

KCD sets aside a portion of collected rates and charges funds (as a proportion of the total amount paid by the jurisdiction) to be utilized directly by the jurisdictions for conservation projects within their boundaries. Jurisdictions may elect to receive the funds directly in order to use them for engaging third party contractors to implement projects or to contract directly with KCD to deliver project services.

Jurisdictions may accrue funds from year-to-year in order to support larger projects and they may also partner with each another to leverage resources to implement conservation projects.

Algona - \$6,400

Futurewise - Algona Wetland Education & Enhancement Project

Auburn - \$20,000

2019 Auburn International Farmers Market for Marketing and Demonstrations

Bellevue - \$20,000

Lewis Creek Park Interpretive Signage

Bellevue - \$20,000

Coal Creek Natural Area Phase 2 Interpretive Signage

Bellevue - \$25,000

Native Discovery Garden Enhancement Project Phase 2

Bellevue - \$50,000

Bellevue Parks Open Space Forest Health Assessment

Burien - \$52,600

EarthCorps - 2019 to 2020 Seahurst Park Shoreline & Forest Vegetation Stewardship

Burien - \$29,300

Coastal Geologic Services, Inc. - 2019 Seahurst Park South and North Beach Monitoring

Clyde Hill - \$2,200

2017 Arbor Day Celebration



Clyde Hill - \$1,900

2018 Arbor Day Celebration

Des Moines - \$40,000

Des Moines Area Food Bank - On-the-Grow Learning Garden Truck 2019-20

Des Moines - \$13,000

2019 Low Income Senior Healthy Eating Initiative

Issaquah - \$80,000

Green Issaquah City-Wide Forest Health Assessment

Kent - \$143,700

Urban-Natural Area Management Plan (Phase 1 & 2) Development

Kirkland - \$12,800

Pet Waste Bacteria Monitoring, Education, and Outreach

Newcastle - \$15,000

Newcastle Citizen Survey: Stormwater Awareness, Attitudes, and Behavior

Renton - \$16,900

2019 Renton Farmers Market

Renton - \$12,900

Environmental Coalition of South Seattle (ECOSS) - Renton Spill Kit Incentive Program

Sammamish - \$29,900

2019 Stormwater Outreach

Seattle - \$74,200

Duwamish Tribal Services - "Duwamish Ridge to River" Linked Trail System with Associated Water Quality Monitoring (Puget Creek)

Seattle - \$60,000

EarthCorps - Yes Farm - Farm Manager

Seattle - \$70,000

Food Empowerment Education Sustainability Team (FEEST) - Youth-led Healthy Food in Seattle Schools

**Seattle - \$75,000**

Interlm Community Development Association - Youth Development Support for Environmental Justice

Seattle - \$70,000

Rainier Valley Corps dba Rainier Beach Action Coalition - Food Justice Fellowship

Seattle - \$75,000

Young Women Empowered - Y-WE Nature Connections

Seattle - \$58,900

YouthCare - YouthGrow Garden Program

Shoreline - \$27,300

2019 Richmond Beach Saltwater Park Habitat Restoration

Shoreline - \$37,000

Master Native Plant Stewards Ecological Restoration

King County - \$210,000

2019 Keeping Farmers Farming, King County Agriculture Program

Multiple (Auburn, Des Moines, Kent, Tukwila, Normandy Park, Renton and Burien) - \$27,200

Environmental Science Center - Environmental Heroes: Improving Watershed Health and Salmon Habitat through Education and Outreach

¹ Rounded to the nearest \$100.



KCD provides education, technical services and financial assistance to help landowners and land managers implement natural resource management practices that protect water quality, conserve soil and enhance fish and wildlife habitat on freshwater and marine shoreline properties in King County.

RIPARIAN LAND STEWARDSHIP

KCD works with our member jurisdictions and other local and regional partners to increase the amount of freshwater and marine shoreline enhanced on private lands. This is done by educating and empowering landowners through workshops, one-on-one education and technical assistance to steward natural resources. KCD's education prioritizes residents across King County whose properties include or

abut water bodies that are important to the health of Puget Sound and salmon. Workshops are structured to empower marine landowners, streamside property owners, urban residents and rural land and farm owners.

Program Highlights

Shorelines and Riparian Habitat	5-Year Plan	2019	2015-2019
Where the Water Begins - Marine Shoreline Landowner Education	Engage 600 Marine Shoreline Aquatic Area Landowners in Workshops	3 Workshops; 59 Participants	15 Workshops; 375 Participants
Our Land/Our Water and Beautify & Care for Your Streamside Property	Engage 1,100 Freshwater Aquatic Area Landowners in Workshops	11 Workshop; 178 Participants	50 Workshops; 623 Participants



14
WORKSHOPS

237
PARTICIPANTS

RURAL LAND STEWARDSHIP

Farmers are the stewards of over 60,000 acres in King County. Enabling their stewardship of shared water, soil and habitat resources requires supporting those efforts in meaningful ways.

Rural Land Stewardship provides natural resource technical assessments, recommendations and farm conservation planning services to farm and livestock owners. A whole-farm natural resource assessment is the foundational step in determining opportunities and priorities for conservation actions to improve water quality, soil health and wildlife habitat.



Program Highlights

Rural Agriculture	5 Year Plan ¹	2019	2015-2019
Farm Planning Services	750 Farm Service Customers 340 Farm Conservation Plans 10 Dairy Nutrient Management Plans	181 Farm Service Customers 45 Farm Conservation Plans 0 Dairy Nutrient Management Plan(s)	1,154 Farm Service Customers 292 Farm Conservation Plans 5 Dairy Nutrient Management Plans
Site Visits	...	99 Site Visits	715 Site Visits
Follow Ups	750 Farm Plan Follow-Up Visits	9 Farm Plan Follow-Up Visits	825 Farm Plan Follow-Up Visits
Equipment Loans	250 Landowners	## Landowners	178 Landowners
Landowner Incentive Program (LIP)	\$1,218,750 in cost share to implement best management practices	\$77,090	\$1,033,213

¹ Based on "Benchmarks" as outlined on page 6 of the adopted Implementation Plan for 2015-2020.

INTENSIVE ROTATIONAL GRAZING FIELD DAY

KCD staff coordinated a tour of Wild Canary Farm (formerly K-T Cattle Company) to learn how King Conservation District (KCD) Board Supervisor Jim Haack and his wife Katie raise Animal Welfare Approved and Certified Grass Fed beef through intensive rotational grazing.

The Haack's highlighted pasture health best management practices and KCD staff demonstrated equipment available to farmers and landowners through our Equipment Loan Program including a manure spreader, drop spreader, no-till seed drill, hay probe and weed wrench.

Participants were treated to a locally prepared lunch, partially sponsored by King-Pierce Farm Bureau.

Each year, KCD coordinates events introducing new farmers and rural landowners to conservation best management practices and connects them with KCD services.



RIPARIAN RESTORATION/IMPROVEMENT

Jurisdictions and agencies cannot restore the health of Puget Sound alone. Efforts to restore the health of our orcas and Puget Sound need the participation of private landowners who collectively control two-thirds of its shores. Landowners who want to be good stewards face many barriers. KCD works with these residents to identify and provide the resources and assistance they need to improve habitat.

COOPERATOR SPOTLIGHT: TRISH AND LEE

KCD Cooperators Trish Borden and Lee Valenta partnered with KCD in 2019 to do a streamside enhancement project through KCD's Urban Shorelines Program. The project resulted in the removal of invasive weeds, such as yellow flag iris and Himalayan blackberry, and planting of nearly 700 native trees and shrubs along their reach of Bowman Creek.

In the same year, Trish and Lee also completed WSU Extension's Forest Stewardship Coached Planning course and wrote a Forest Stewardship Plan with assistance from KCD's Forest Stewardship Program.

Program Highlights

Shorelines and Riparian Habitat	5-Year Plan ¹	2019	2015-2019
Rural and Urban Freshwater Shorelines Protection & Enhancement Services	18 Miles of Shoreline Replanted and Enhanced 235 Acres of Riparian Corridor Replanted and Enhanced	1.21 Miles ² 11.60 Acres ²	9.93 Miles ² 71.57 Acres ²
Conservation Reserve Enhancement Program	20,622.38 Native Trees and Shrubs ²	20,622.38 Native Trees and Shrubs ²	150,507.88 Native Trees and Shrubs ²
Marine Shorelines Wetland Plant Cooperative Bareroot Plant Sale	575,500 Native Trees & Shrubs Planted		
Rural and Urban Shorelines and Riparian Habitat Improvement Projects	100 Aquatic Area Projects Planned and Implemented (25 Acres/9 Miles) Freshwater Aquatic Area)	13 Projects ³ 8.56 Acres ³ 1.21 Miles ³	97 Projects ³ 52.08 Acres ³ 8.68 Miles ³
Conservation Reserve Enhancement Program (CREP)	20-40 CREP Projects (30 Acres/7.5 Miles) Planned and Implemented	0 Projects Implemented ⁴ Planning Year	4 Projects 8.51 Acres 1.25 Miles
Landowner Incentive Program (LIP)	\$562,500 to Implement Freshwater and Marine Aquatic Area Shoreline Improvement and Enhancement	\$130,854 ⁴	\$700,771.60 ⁴

¹ Based on "Benchmarks" as outlined on page 22 of the adopted Implementation Plan for 2015-2020.

² Portions of this metric are also expressed in the Rural and Urban Freshwater Shorelines and CREP figures

³ Based on Rural and Urban Freshwater Shorelines, CREP, Marine and LIP figures

⁴ Based on Rural and Urban Freshwater Shorelines and LIP figures

⁵ Based on contract awards in conjunction with LIP



MERCER ISLAND STUDENTS HELP ENHANCE PINE CREEK

Students from the City of Mercer Island VOICE Program volunteered their time to support a KCD Urban Shoreline project in Sammamish. The students carefully laid out cardboard and mulch around young native plants along Pine Lake Creek to suppress the tall grasses and help retain moisture. They learned about the many functions

of native plant buffers along shorelines and the importance of native plants. During the event, we were visited by the community leader with the Home Owners Association that KCD partnered with to implement the project. She shared her story about organizing her neighbors to work with KCD and how the site used to be covered in sprawling blackberry brambles and English Ivy overtaking the tall trees along the creek. The team made it through 10 cubic yards of mulch protecting the many types of native trees and shrubs that will make this site a more healthy and resilient ecosystem.



WILDFIRE PREPAREDNESS

As climate change and population growth pressures mount, Pacific Northwest forests are threatened. Individual jurisdictions and agencies do not have the resources to adequately protect our forests without mobilizing private landowners. Demand to train and support owners of small forest properties to safeguard our regional forest resources is critical. Collectively, small properties comprise over 40,000 forested acres in King County.

KCD provides wildfire risk assessments to small residential forest landowners, and risk assessments

and fire-adapted planning services to whole communities. Community wildfire risk assessments are provided to communities pursuing recognition as a new Firewise USA Community or to Firewise USA Communities that are pursuing an update to their action plan.

After the risk planning assessment, cooperators can engage with KCD to develop a Firewise Community Action Plan and enter into a public/private partnership with KCD to become a Fire-Adapted Community. This helps implement wildfire risk reduction projects focused on reducing ground and ladder fuels in home ignition zones and around other infrastructure assets.

Wildfire Services Provide	2019	2015-2019
Chipper Days	1 Events Including 35 Homes	12 Events Including 345 Homes
Community Outreach/Education Presentation	8 Event With 174 Attendees	18 Event With 300 Attendees
Firewise Community Check-In	1 Community With 20 Homes	4 Communities With 90 Homes
Fuels Reduction Projects	0 Projects	3 Project Covering 2.15 Acres
New Community Firewise Plan	1 Community Firewise Plan Including 25 Homes	4 Community Firewise Plan Including 101 Homes
Neighborhood Wildfire Hazard Evaluation	1 Evaluations Including 25 Homes	5 Evaluations Including 105 Homes

300
COMMUNITY
MEMBERS

641
HOMES

13
COMMUNITIES
ENGAGED

URBAN FOREST STEWARDSHIP

Urban forests' contribution to health, economic and social well-being is now well-documented. Healthy urban forests also provide resilience and mitigate the impacts of severe weather in the face of climate change.

A regional approach to expanding tree canopy across King County's urban landscapes is critical to climate change resilience, especially in south King County. These cities and communities have a dramatic lack of canopy while their residents suffer from the county's highest levels of pollution and illness.

KCD's Urban Forestry Program partners with member jurisdictions to extend its traditional reach and work in the backyards, public easements, parks and open spaces in the incorporated landscapes of the 34 cities in KCD's service area.

From 2015-2019, KCD will have completed 57 Urban Forest Stewardship Projects in 31 of our 34 member jurisdictions. 2019 projects include

- 1 SeaTac - Community Forest Stewardship at North SeaTac Park
- 2 Lake Forest Park - Private Landowner and Community Forest Stewardship.
- 3 Snoqualmie - Quantifying Stormwater Benefit of Publicly-Managed Forest

Program Highlights

5-Year Plan ¹	2019	2015-2019
70 Acres of Urban Forest/Upland Treated and Planted	9.92 Acres Treated/Planted	76.32 Acres Treated/Planted
172,000 Native Trees & Shrubs Planted	25,633.13 Trees and Shrubs Planted	111,796.63 Trees and Shrubs Planted
Engage 15 Jurisdictions in Urban Forest Retention and Restoration Initiatives	3 Jurisdictions Engaged 3 New Jurisdictions Engaged	31 Jurisdictions Engaged through 37 Projects
15 Round Tables Facilitated	# Urban Forest Initiative Working Group and # Tree Canopy Assessment Roundtables)	3 Bodies Engaged 23 Times (UFIWG Engaged 14 Times, Regional TCA Round Table 4 Times, K4C Engaged 5 times)
\$750,000 in project funding	\$150,000	\$757,678.50

¹ Based on "Benchmarks" as outlined on page 6 of the adopted Implementation Plan for 2015-2019.

SMALL LOT FOREST STEWARDSHIP

Over 40,000 acres of the nearly 782,000 total forested acres outside King County's Agriculture Production Districts are held by owners of woods smaller than 5 acres. Collectively, they represent a vast resource that contributes to the overall health of our community and offer an opportunity to proactively engage private landowners in stewardship. These small, non-commercial forested lands fall outside the capacity of King County's forestry program to support.

KCD's Small Lot Forest Stewardship Program partners with landowners to improve forest health and increase canopy cover by empowering them to become successful stewards of their forests. It provides landowners with educational opportunities, on-site technical assistance, stewardship planning assistance, cost-share project planning assistance, wildfire risk assessments and fire-adapted community planning.

Program Highlights

5-Year Plan ¹	2019 Actual	2015-2019
1125 Acres of Rural Forest/Woodlot Treated and Planted	18.20 Acres Treated and Planted, Additional 61.95 Contracted ²	337.65 Acres Treated and Planted, additional 61.95 acres Contracted
90,000-180,000 Native Trees and Shrubs Planted	3,463 Trees & Shrubs Planted ³	64,763 Native Trees & Shrubs Planted
Engage 90 Small Forest Landowners in Planning and Implementing BMPs	138 Landowners Engaged	269 Landowners Engaged
5 WSU Coached Forest Stewardship Courses	3 in Person and 1 Online Courses	7 in Person and 5 Online Courses
\$750,000 in cost share with small acreage rural forest landowners	\$126,801.03	\$765,988.77

¹ Based on "Benchmarks" as outlined on page 6 of the adopted Implementation Plan for 2015-2019.

² Based on acres reported in conjunction with LIP.

³ Based on plants reported in conjunction with LIP.



Photo Credit: Mark Dostal

LAKE ALICE COMMUNITY

On a beautiful Saturday morning, Lake Alice community members were geared up and ready to go. The community had organized a chipper day to reduce fuels on their properties. Stacks of fire-prone understory brush and downed tree limbs located near homes had been cleared out and piled up on the roadside; Devoted Tree Solutions provided an industrial chipper, truck, and a crew to work them; while a team of community members assisted the professionals, hauling armloads of woody debris that would be turned into woodchips and reused in community landscaping projects.

Communities like Lake Alice are taking charge of their wildfire preparedness with the help of resources and support from King Conservation District's wildfire planning services. KCD can help you, and your community, complete wildfire risk assessments and develop wildfire community action plans.



BETTER FOOD

REGIONAL FOOD SYSTEM

KCD's Regional Food System program was launched in 2015 in response to stakeholder and regional partner input. It responds to findings and recommendations of the Puget Sound Regional Council's Food Policy Blueprint, the City of Seattle Food Action Plan, and King County's Local Food Initiative.

Three key areas address the need to build a robust, thriving, and resilient local and regional food system.

- 1 Increased production through both more acres in production and more producers.
- 2 Expanded demand for local food products by a broader pallet of local consumers.
- 3 Better access to locally-grown, healthy foods by

front-line communities.

In the 2019 grant round, KCD awarded \$600,000¹ in competitive grants to innovative and diverse projects across King County.

Competitive Grants

King County Department of Natural Resources and Parks Agriculture Program - \$70,000

Irrigation Water Needs Assessment (and Solutions for Unmet current and Future Demand)

New Start Community Garden - \$10,000

Garden Produce for School Lunches

PCC Farmland Trust - \$100,000

Working Farmland Partnership

Seattle Good Business Network - \$100,000

Building Local Food Connections:
Conference, Events, Communication

SnoValley Tilth - \$94,335

Sound Tenure Alternatives for Small Farms

South King County Food Coalition - \$100,000

Food Access and Aggregation Community
Team Site Exploration

Program Outcomes 2015–2019

Awarded 66 grants totalling \$4,173,480 leveraging \$2,291,062 of matching funds and \$931,210 of in-kind contributions.

Program Outcomes 2019

Awarded 9 grants totalling \$559,605 leveraging \$253,162 of matching funds and \$306,443 of in-kind contributions.

¹ Values rounded to nearest \$1,000. Grant conditionals may lead to total awarded differing from total funded.

Vashon-Maury Island Land Trust - \$6,000

Matsuda Farm to Vashon Schools.

World Relief Seattle - \$99,999

Teaching and Commercial Kitchen

Strategic Initiatives

KCD's Regional Food System funds and engages in Strategic Initiatives to address challenges specifically identified by food system partners and stakeholders as ongoing, chronic barriers to a more robust food economy. These barriers include infrastructure and capacity inadequacies, sector under-investment, and lack of common metrics to measure baselines and progress. In 2019, KCD supported the following Strategic Initiatives:

King County Infrastructure Study - 2019 Funding \$30,000

Provide recommendations for development of a multi-function food facility or facilities, including mix of attributes, locations, financial feasibility, ownership, and organizational structures for operation, and sources of capital and financing approaches..

Dairy Support Phase 1 - 2017 Funding \$55,000

Develop and implement a strategy for a comprehensive survey of dairy farms in King County with the intention of developing future technical assistance, resources, marketing, research and education programs to support their continued economic viability and health.

KCD Regional Food System Program Response to Covid 19- 2019 Funding \$100,000

Utilization of Regional Food System Program Strategic Initiative Grant funding to support expanded farm to food bank efforts, specifically, Harvest Against Hungers' (HAH) King County Farmers Share (KCFS) project.

AGRICULTURAL DRAINAGE ASSISTANCE

King County has an estimated 1,800 farms on over 47,000 acres of land, with annual sales of \$121 million. More than 3000 acres of some of King County's most productive lands are now deemed "too wet to farm," and production is diminished on hundreds of additional acres. Poor drainage doesn't just impact production and food availability, it poses a stormwater management threat as suburban developments increasingly coexist in proximity to agricultural production. Poorly drained fields near developed areas may flood residential neighbors.

Since 2014, KCD has partnered with King County Department of Natural Resources and Parks to support the restoration and maintenance of agricultural drainage ditches in key areas of the county. Because of KCD's work, annual farm drainage projects have increased from restoring ½ mile of ditch per year to over 2 miles per year. KCD's participation in this partnership has been underwritten by a combination of grant funding streams, including funds from the King County Flood Control District. These funds are highly variable and some will be exhausted or permanently extinguished at the end of 2019.

Program Highlights

From 2015 to 2019, KCD used Flood Control District funds to work with over thirty farmers to implement dredging projects, replace culverts, and install bridges. In 2019, a total of 15,331 linear feet (2.9 miles) were dredged bringing 45.6 new acres into production and improving production on another 132.4 acres. From 2015 to 2019, these efforts renewed production on 383.6 acres and improved production on 741.4 acres.¹

¹ Some acre designations have been changed and production totals have been updated to reflect these changes.

COMMUNITY AGRICULTURE

An equitable and resilient local food economy includes urban food production, both commercial and personal. Urban farmers and gardeners have unique needs for land stewardship guidance to ensure a viable, diverse local food system that cares for our soils and waters for future generations.

Existing urban agricultural organizations lack access to land, funds, and technical support to meet the demand for sustainable urban small-lot food production for low-income and immigrant populations, who benefit most from expanded urban agricultural opportunities. Part of the solution is to strengthen farms across King County and develop better transportation, storage, and processing infrastructure. Another part of a healthy local food system is to develop opportunities to grow fresh food in dense urban neighborhoods, especially in communities that are transit-dependent, low-income, or comprised of primarily immigrant populations.

Program Highlights

5-Year Plan ¹	2019	2015-2019
Expand Soil Nutrient Testing Program By 1000 New Users	1,481 Tests	7,473 Tests
Engage 500 New Gardeners	Engaged 200 New Gardeners	Engaged 1,790 New Gardeners
Cover Crop Seed Give Away	200 Gardeners Educated And Given Cover Crop Seeds	635 Gardeners Educated And Given Cover Crop Seeds
100 New Technical Assists	4 New Assists & Continuing Support For Previous Projects	27 New Assists & Continuing Support For Previous Projects
Yards Groco [®] Compost Distributed	156.1 Yards Of Groco [®] Compost Distributed To 15 Community Gardens	486.1 Yards Of Groco [®] Compost Distributed To >36 Community Gardens

¹ KCD's Community Agriculture program was initially tasked with helping cities develop community agriculture friendly policies. As KCD entered this space, it was determined that cities already had the opportunity for policy help through the Puget Sound Regional Council and was determined that on-the-ground assistance was in greater need. Some challenges faced by municipal codes is addressed in the KCD Community Agriculture Conservation Guide.



CITY SOIL FARM

City Soil Farm is a 1.5 acre demonstration farm partnership between King Conservation District, King County Wastewater Treatment Division, DIRTCorps, and White Center Food Bank. The farm hosts school tours, youth programs, and public education events.

In 2019, KCD worked with Carnation Farms' Rooted Teens program to bring 10 farmers- in-training out to the farm 1-2 times per month to help with projects and get hands-on training.

Along with educational offerings, City Soil prioritizes planting crops based on the needs of White Center Food Bank. In 2019, the farm produced over 3,000 pounds of food to the food bank.

DRAFT



LANDOWNER INCENTIVE PROGRAM

KCD's Landowner Incentive Program (LIP) promotes stewardship of natural resources on private property by providing cost-share funding to help landowners implement natural resource management practices.

The Landowner Incentive Program's goal is to promote the implementation of natural resource management practices detailed in KCD prepared technical assistance and management plans such as Farm Conservation Plans and Forest Health Management Plans.

KCD Reimburses from 50%-90% of approved projects depending on the natural resource management practice.

Program Highlights

In 2019, the Landowner Incentive Program awarded 43 new contracts for \$599,573, including \$150,000 in project funding for KCD Urban Forestry projects.

Best Management Practice	Contracts Awarded	Acres	Linear Feet	Funding Level
Agricultural and Livestock Management	15	193.35	50	\$77,089.50
Rural Forest Health Management	8	See Better Forests - Small Lot Forest Stewardship for Metrics	N/A	\$126,801.03
Urban Forest Health Management	N/A	See Better Forests - Urban Forest Stewardship Section for Metrics	N/A	\$150,000
Freshwater Aquatic Area Enhancement	20	See Better Water - Riparian Restoration/Improvement Section for Metrics	N/A	\$245,682.91
TOTALS	43	193.35	50	\$599,573.44

Landowner Incentive Program ¹	5-Year Plan	2019	2015-2019 Actual
Agricultural & Livestock Management	\$1,218,750	\$77,089.50	\$1,033,213.27
Forest Health Management	\$1,500,000 ²	\$276,801.03 ^{3&4}	\$1,493,826.27
Freshwater Aquatic Area Enhancement	\$562,000	\$245,682.91	\$832,527.96
TOTALS	\$3,280,750	\$599,573.44⁵	\$3,359,567.50⁶

¹ Based on "Benchmarks" as outlined on page 22 of the adopted Implementation Plan for 2015-2020.

² \$750,000 for Rural Forest Health Management cost-share contracts, and \$750,000 for Urban Forest Health Management projects planned and implemented by KCD in partnership with member jurisdictions.

³ \$150,000 for rural forest health management cost-share contracts.

⁴ \$150,000 urban forest health management projects planned and implemented by KCD in partnership with member jurisdictions.

⁵ Additional funds awarded CY 2018 (2018 Actual) are from prior year awards where prior year projects were implemented at lower cost than anticipated or were canceled.

⁶ 2015-2019 total includes reallocated funds from cost-share awarded prior to 2015 and therefore increases the total award for the roll-up period beyond the annual cost-share budget for each of the 4 years in the 4-year period. It is anticipated that by the end of 2019 KCD will have awarded \$3,280,750 in new cost-share contracts plus reallocated any additional cost-share released from pre-2015 awards.



NATIVE PLANT SALE

King County residents love native plants because they're hardy, beautiful, and easy to maintain. KCD's Native Bareroot Plant Sale provides landowners, organizations, schools and government agencies with low-cost bareroot native plant material to improve habitat and landscape naturally. In addition, plant sale customers receive assistance on species selection, information on installing and maintaining plants to achieve high rates of survival and recommendations related to habitat enhancement.

Program Highlights

The 2019 Bareroot Plant Sale Program provided over 68,000 native trees and shrubs to 1,102 customers, establishing 9.42 acres of enhanced upland and 3.14 acres of enhanced shoreline. KCD's Native Plant Sale has provided over 295,000 native trees and shrubs to over 4,500 customers from 2015-2019.

KCD NATIVE PLANT NURSERY

KCD's Native Plant Nursery grows native trees, shrubs, herbs and wetland plants for habitat enhancement projects. Partners volunteer at the nursery in trade for technical services and plant material. In particular, community groups benefit by volunteering to gain assistance on planning and implementing habitat enhancement projects.

The nursery is sustained largely by KCD AmeriCorps members, Washington Conservation Corps restoration crew members, and volunteers. This arrangement allows the nursery to provide cost-effective plants for restoration projects.



KCD NATIVE PLANTS

Andy and Mandy Gregory used plants from the KCD Native Plant Sale and City of Shoreline's Soak It Up rebate program to install this beautiful rain garden on their property.



Jeanne Hannah has spent the last four decades working to create a streamside wildlife sanctuary at her home in Cottage Lake Creek in Woodinville. Jeanne has relied on the KCD Native Plant Sale for many years to help install the thousands of plants that make up her streamside buffer. Jeanne has seen the return of sockeye, chinook, trout and other wildlife to the stream.

BUDGET

Operations and Overhead includes board, rent, supplies, IT and all non program specific expenses. It is allocated across program areas on a per FTE basis.

	2018 Adopted Plan of Work	2018 Year End Actual (Rates & Charges)	2018 Year End Total (including operations and overhead) ¹	Difference Between Plan of Work and Actual ²
Local Food				
Local Food System	\$1,223,129	\$1,003,719	\$1,296,252	\$(73,123)
Rural Farm Planning Services	\$1,013,055	\$755,692	\$975,938	\$37,116
Urban Farm Planning Services	\$213,082	\$192,025	\$237,991	\$(34,909)
Healthy Forests				
Urban and Rural Forest Services	\$682,530	\$568,111	\$733,687	\$(51,157)
Clean Water				
Shoreline and Riparian Services	\$1,934,281	\$1,389,071	\$1,793,916	\$140,365
Landowner Incentive Program	\$799,800	\$372,769	\$481,413	\$318,387
Outreach and Community Engagement	\$637,201	\$526,624	\$680,109	\$(42,908)
Member Jurisdiction	\$1,533,254	\$1,275,437	\$1,647,163	\$(113,909)
Total	\$8,036,332	\$6,083,448	\$7,856,469	\$179,863

¹ In accordance with guidelines, best practices and standards recommended by the Washington Municipal Research and Services Center <<http://mrsc.org/Home/Explore-Topics-Finance/Accounting-and-Internal-Controls/Cost-Allocation.aspx>>; the State Auditors Office <https://www.sao.wa.gov/docs_gaap/accounting/interfund/activities/overhead-cost-allocation/> and Government finance Officers Association <<https://www.gfoa.org/indirect-cost-allocation>> King Conservation District allocates operations and overhead indirect costs such as desks, computers, internet software, cell phones, printing, board operations and employee supplies on a per FTE basis. The 2018 overhead factor is \$29,000.00 per FTE.

² In programs where the 2018 actual expenses exceed 2018 Plan of Work budgeted expenses, the difference is covered through grants, additional revenue, or funds drawn from KCD reserves.

While all funds allocated to the Landowner Incentive Program were not utilized in 2018, the unspent balance was encumbered and applied to the Program.

The Shorelines Program includes the USDA funded Conservation Reserve Enhancement Program (CREP) <<https://www.fsa.usda.gov/programs-and-services/conservation-programs/conservation-reserve-enhancement/index>>. Because of constraints associated with the program, implementation in King County continues to be challenging, causing the program to fall short of expected expenditures.

BOARD OF SUPERVISORS

Meet the Supervisors

King Conservation District is led by an all-volunteer, five-member board of supervisors. Three of the members are elected while the other two are appointed by the Washington State Conservation Commission, an agency created to assist and guide conservation district activities in Washington State.

By statute, KCD elections occur annually during the first quarter of each year. Elections are conducted

pursuant to guidelines established by RCW 89.08 with oversight from the Washington State Conservation Commission.

Board members contribute local perspectives on important natural resource management and conservation issues, seek feedback about conservation programs from residents, set policy, and direct KCD's work plan and budget.

Dick Ryon, Chair



Dick was elected to KCD's Board in 2014. He brings 20 years of experience as a Professional Forester and Land Use Manager with the Weyerhaeuser Company in Snohomish, King, Pierce and Lewis Counties.

Dick also serves on the King County Rural Forest Commission. Dick offers continuity of regional natural resource priorities from his participation on the 2013 King County/KCD Task Force/Conservation Panel and continues to seek collaboration opportunities on those priorities with partner organizations.

Burr Mosby, Vice-Chair



A first generation farmer, Burr was appointed to serve a three-year term on the KCD Board by the Washington State Conservation Commission. Burr started farming in 1977. Today Mosby Farms grows vegetables

on 350 acres in the valleys of Auburn, Sumner and Orting and supplies produce houses, grocery chains and restaurants in the Pacific Northwest, as well as donating to area food banks. Being a good steward of the land is of utmost priority for the future of agriculture, and Burr shares his knowledge from farmer's perspective as a Supervisor.

Bill Knutsen, Secretary/Auditor



Bill is a now-retired third generation dairy farmer. He graduated from Northshore schools and earned his bachelor's degree from Central Washington College School of Business.

Bill is married, with a son and a daughter and six grandchildren. He ran a thriving dairy business with his family in the Bothell area for many years, bottling the milk and delivering it to area homes. In the 1970's and 80's, the family business evolved to include a drive-through dairy store. Bill is currently serving his 4th term as a KCD supervisor. He has also been a King County Ag Commissioner and was president of the Dairy Herd Improvement Association which was charged with helping farmers operate profitably.

Jim Haack, Supervisor



Jim joined KCD Advisory Committee in 2014 to chart KCD's future in supporting conservation across the region. His role with numerous other dedicated stakeholders helped guide the implementation of

the KCD/King County Conservation Panel and Task Force recommendations. Jim's boyhood experiences in the Ozark hills built his conservation values, including passion for land and livestock. Jim and his wife moved their young family to the Snoqualmie Valley 15 years ago. "Economically viable farming in King County that supports families and feeds us locally is on the rise. Farmers here, with renewed support, are joining conservationists, cities and non-profit advocacy groups to lead change."

Kirstin Haugen, Supervisor



Kirstin was elected to the KCD board in 2019. Throughout her career she has worked on rural development, environmental preservation and public policy. She has served as staff to two King County Councilmembers

ad well as being a Cascadia College trustee, a 4Culture boardmember and a King County Charter Review Commissioner.

As a supervisor, Kirstin looks forward to investing her experience and passion to help guide KCD into a strong future by focusing on how KCD's work can promote equity, transparency and representation.

Meet the Associate Supervisors

Rachel Molloy, Associate Supervisor



Rachel is dedicated to ensuring our farmlands, communities and natural resources are maintained and supported. She believes that a focus on resiliency and adaptation, accessibility of quality vetted

information, effective resource deployment, efficiency and conservation of resources can safeguard and future-proof lands in King County. She brings over 20 years of experience in farm-based biofuels, energy, climate, composting and soil health, biodiversity and digital media outreach.

Chris Porter, Associate Supervisor



Chris is a beekeeper who recognizes that a cleaner, healthier environment for the survival of bees is necessary. Bees are a critical component in sustaining our food chain and are also like the "canary

in the coal mine". Their survival is at great risk, along with the fruit grown on trees, vegetables planted in gardens and crops farmers plant and harvest to feed all. More than one of three bites of food eaten is there because of pollinators.



OPERATIONS

KCD's Operations Program focuses on managing the processes to produce and distribute products and services to internal and external partners, including managing purchases, inventory control, quality control, storage, logistics and evaluation of processes. The flow of information among human resources, accounting, inventory control, and other assets, planning and decision making is made easier by facilitation of efficiency and effectiveness of processes. Operations management includes measurement and analysis of internal processes and the makes recommendations to and works collaboratively with the Board of Supervisors and staff on projects.

General Overhead

KCD's Annual Budget includes expenses for general overhead. Although these do not constitute expenses with specific program deliverables, they provide the operational infrastructure and support for KCD staff to implement on-the-ground work. These expenses are currently referred to as Tier 1 overhead items. Largest expenses in this category are rent, utilities, office equipment, information technology and vehicles.

Finance

KCD's Finance team consists of a cross-functional working group that provides all accounting related functions for the organization. These functions include, but are not limited to, annual reporting, audit, budgeting, financial reporting to Board of Supervisors and Executive Director, and external partners accounts payable and receivable, grant funding, contracting and payroll.

Human Resources

Human Resources recommends strategies for employee recruitment, development, growth and retention. Priorities are as follows: compensation, HRIS technology, planning, performance, professional development, recruitment, strategic planning and work culture enhancement.

HR works closely with KCD's Board and Executive Director to update the salary schedule and performance-based compensation system, update personnel policy and employee benefit programs, review employee career development and training programs, and maintain KCD's employee records.

Legal and Related

KCD's Executive Director and Director of Operations and Human Resources oversee the day-to-day contracting and regulatory interpretation as well as respond to and monitor all legal actions that impact the organization. KCD maintains outside legal counsel to handle issues that arise with KCD's unique and collaborative grant program and contracting responsibilities.

Get Involved

**IT STARTS WITH YOU,
KCD CAN HELP**

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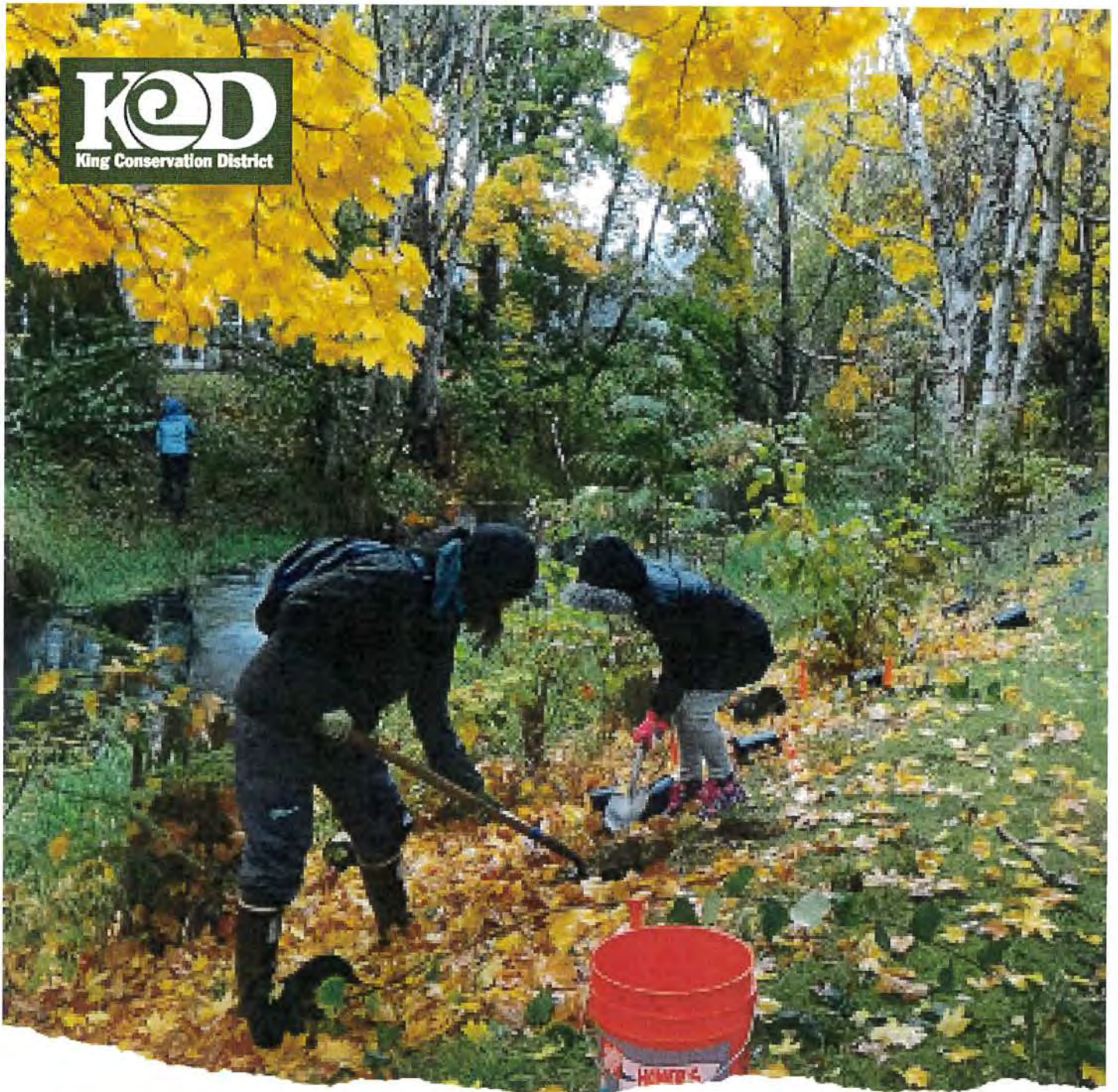
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CONSERVATION DISTRICTS
OF WASHINGTON STATE

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Local Food, Healthy Forests, Clean Water, Better Ground



2019 Annual Report

BETTER GROUND

Replenishing Our Region

FAREWELL AND THANK YOU

Letter from the Chair

It is a bittersweet moment for me, writing this introductory letter to King Conservation District's 2019 Annual Report. 2019 marks the end of KCD's 2015 5-year work plan, brought about through intensive regional collaboration, and it marks my final year of serving on this Board of Supervisors.

As a member of the Rural Forest Commission, I was invited to serve on the King Conservation District-King County Task Force in 2013 and became part of the coalition that helped shepherd in the organization's new role in the region. I stayed on as a member of its Advisory Committee to help draft our actual work plan, and then moved to the Board and, eventually, the role of Chair.

It has been an honor and a privilege to work with the dedicated and excellent staff at KCD and to help build the bridges with our partners that ensure a brighter future for not only this organization but the larger place we all call home. I breathe easy in the knowledge that both are in good hands and many will benefit from the groundwork we've laid.

Thank you all – keep up the good work!



Dick Ryon, Board Chair, 2019
King Conservation District

BUILDING ON A SOLID FOUNDATION

Letter from the Executive Director

Closing one door – and opening another. That is the context we find ourselves in at KCD as we close out our 2015 5-year program of work and look ahead to the next five years. This KCD 2019 Annual Report not only outlines the accomplishments and challenges of this past year, but summarizes the cumulative body of work that officially wraps up with the end of 2019.

Stepping into 2020 is stepping into a future that builds on the solid foundation of this recent past, stepping into uncertainty as a pandemic rages around us, stepping into innovation for delivering high quality service and programs in the face of unprecedented challenges.

But, we are ready. Conservation districts have always been innovators. Agile, dedicated, and people-centric, we are entering our next chapter fully prepared to bring our expertise, tools, and creativity to the critical need of ensuring that the residents of King County and Puget Sound live in an environmentally healthy, equitable, and resilient place.



Bea Covington, Executive Director
King Conservation District

At King Conservation District, we're all about better ground. Better ground means taking important stewardship actions at home and in our communities to create healthy soil and water, to provide healthy food, and to conserve land, water, forests, wildlife and related natural resources. And you don't have to go it alone. You have a partner, your local conservation district.

2019 ACCOMPLISHMENTS

49,719

Native Trees & Shrubs Planted

3 CITIES

Partnered with to Improve Urban Tree Canopy

1,925

Volunteer Hours Donated

68,355

Native Plants Distributed through Native Plant

Sale

10+

Communities Partnered with to Reduce Wildfire

Risks

400+

Stewards Educated

18

Acres Rural Forest Stewarded

\$560,000

Awarded to Bolster Our Regional

Food System

181

Farmers Served

1.21 MILES

Shorelines Habitat Improved

>\$1.5 MILLION

Awarded to Member Jurisdictions

178

Acres Farmland Production Improved
& Renewed

2015-2019 ACCOMPLISHMENTS

327,068

Native Trees & Shrubs Planted

31 CITIES

Partnered with to Improve Urban Tree Canopy

12,432

Volunteer Hours Donated

295,207

Native Plants Distributed through Native Plant

Sale

40+

Communities Partnered with to Reduce Wildfire

Risks

3,000+

Stewards Educated

338

Acres Rural Forest Stewarded

>\$4 MILLION

Awarded to Bolster Our Regional

Food System

1154

Farmers Served

9.93 MILES

Shorelines Habitat Improved

>\$6.5 MILLION

Awarded to Member Jurisdictions

1125

Acres Farmland Production Improved
& Renewed



WHO WE ARE, HOW WE WORK

At King Conservation District, we work to build better ground. From better food to better backyards to better farms, we are here for you.

KCD was established in 1949 by the Washington Conservation Commission to empower landowners and managers to steward those lands in the public's interest. Conservation districts were created to address our nation's first environmental crisis – the Dust Bowl.

KCD is a metropolitan conservation district serving 34 cities and unincorporated King County with a total population of over two million people. Our funding comes primarily from a small per-parcel rate and charge. We are able to leverage these local dollars with state, federal, and foundation funds to partner with farmers, rural landowners, urban residents, volunteers, community-based organizations and our municipal partners.

Conservation districts are non-regulatory and work with people who are ready to implement best management practices (BMPs) on their property or in their communities. For our region to be resilient in the face of climate change, population growth, and other pressures, we must work together to re-build the natural resources that mitigate the demands of the built environment and support a vibrant and equitable local economy.