

KING CONSERVATION DISTRICT

Board of Supervisors Meeting

Meeting Minutes

5/13/19

1 **Supervisors Present:** Dick Ryon - Chair, Bill Knutsen – Board Auditor, Burr Mosby - Vice Chair,
2 Max Prinsen – Supervisor, Jim Haack - Supervisor

3 **Associate Supervisors Present:** None.

4 **Guests Present:** Kirstin Haugen

5 **Staff Present:** Bea Covington, Ava Souza, Eddie Walker, Deirdre Grace, Jessica Saavedra, Gwen
6 Vernon, Josh Monaghan, Liz Stockton, Brandy Reed via Zoom.

7 **Preliminary Matters:**

8 Meeting called to order at 5:05 p.m. by Dick Ryon. All attendees introduced themselves. Ryon
9 asked for additions or corrections to the current agenda.

10 Covington requested Resolution 19-002 Plan of Work & Rate Structure be added to the agenda.

11 **Knutsen moved; Haack seconded passed unanimously a motion to approve the agenda (5**
12 **aves, 0 nays)**

13 **Consent Agenda:**

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

15 a) Board Minutes – 4.8.19 Board of Supervisors Meeting

16 b) KCD LIP Applications- None

17 c) Member Jurisdiction Grant Applications-

18 a. AI 19-033 – King County 2019 Keep Farmers Farming, King County Agriculture
19 Program

20 **Knutsen moved; Haack seconded passed unanimously a motion to approve the consent**
21 **agenda (5 ayes, 0 nays)**

22 **Public Comment:** None.

23 **Finance:**

24 1) AI-19-034: A motion to approve check numbers 21614 through 21699 for a total of
25 \$530,669.72; non-payroll EFT's totaling \$6,343.68; Bank Fees of \$18.00; and April
26 2019 payroll for \$222,904.14 – Souza
27

28 Souza presented the monthly finance report to the Board and asked if there were any questions regarding
29 the financial motion of the packet. She stated \$2.5 million deposit should be made any day now. Souza
30 continued that the State Audit for the 2017 fiscal year is now complete and there were no findings. She
31 noted the District accrued about \$9,000 in fees throughout the audit. The Finance team will be completing
32 2018 BARS reporting by the end of May and the auditor will be on site October 2019 to review the 2018
33 Financials.

34
35 **Knutsen moved; Haack seconded passed unanimously a motion to approve AI 19-034: A**
36 **motion to approve check numbers 21614 through 21699 for a total of \$530,669.72; non-**
37 **payroll EFT's totaling \$6,343.68; Bank Fees of \$18.00; and April 2019 payroll for**
38 **\$222,904.14 (5 ayes, 0 nays)**

39
40 2) First Quarter Reporting – Souza/Covington

41
42 Covington went over the 1st Quarter Finance Report. She stated KCD is currently on target to
43 meet budget expectations. Approximately 15 percent of the budget has been spent, compared to
44 last year when 21 percent of the budget had been spent around this same time. Covington
45 continued that the Working Lands Initiatives budget was also on track to spend down by
46 December 31, 2019.

47
48 3) AI-19-039: City of Kirkland – Funds Transfer – Souza

49
50 Souza confirmed that the Totem Lake settlement agreement has been finalized. Souza asked the
51 Board for a motion to authorize the transfer of \$371,874.55 from the City of Kirkland Member
52 Jurisdiction funds and deposit it into Bank of America Operating Account 0408.

53
54 **Knutsen moved; Prinsen seconded passed unanimously a motion to approve AI 19-039 a**
55 **motion authorizing the transfer of \$371,874.55 from the City of Kirkland Member**
56 **Jurisdiction funds and deposit it into the Bank of America Operating Account 0408. (5**
57 **ayes, 0 nays)**

58
59 **New Business:**

- 60
61 1) AI-19-035 North Carnation Dredging Maintenance – Stockton
62 2) AI-19-036 JB Lawns Dredging – Stockton
63 3) AI-19-037 Hemp as an Agricultural Crop- Vernon

64
65 AI 19-035 North Carnation Dredging Maintenance

66 Stockton explained that the purpose of the Agricultural Drainage program is to assist landowners
67 identify drainage concerns and implement best practices on their farms. KCD has received funding
68 from the King County Flood Control District to implement drainage program in partnership with
69 King County's Agricultural Drainage Assistance Program. One the projects funded through this
70 partnership is in the City of Carnation. The project covers 5,600 linear feet of ditch maintenance

71 and involves several landowners. The first part of the project was completed in 2018, and plans
72 and permits are in place to complete the rest of the work.

73 Stockton continued that the request for bids for second part of the project was submitted through
74 the Small Public Works bidding process and a pre-site meeting was held and attended by four
75 contractors. The lowest bid was submitted by IO Environmental and Infrastructure, whom KCD
76 has worked with in the past and has been satisfied with their quality of work.

77 **Prinsen moved; Mosby seconded passed unanimously a motion to approve AI 19-035 to**
78 **approve a public works bid by IO Environmental and Infrastructure to continue dredging**
79 **project in North Carnation; (5 ayes, 0 nays).**

80 AI- 19-036 JB Lawns Dredging

81 Stockton explained that IO Environmental and Infrastructure has also put in the lowest bid for a
82 dredging project in Sammamish. The landowner is a business owner, JB Lawns and Sod. The ditch
83 maintenance will total 1,200 linear feet and will improve farming for two farmers in the area that
84 have crop production and mixed vegetables.

85 **Prinsen moved; Knutsen seconded passed unanimously a motion to approve AI 19-036 to**
86 **approve a public works bid by IO Environmental and Infrastructure to continue dredging**
87 **project in Sammamish; (5 ayes, 0 nays).**

88 AI- 19-037 Hemp as an Agricultural Crop

89 Vernon summarized the use and legality of hemp as an agricultural product. She cited Senate Bill
90 5276 that passed on April 23, 2019 giving approval to permit large-scale industrial hemp
91 production. The Washington State Conservation Commission advised that each conservation
92 district can make its own decision about using funding for technical assistance and education
93 related to legal hemp production. Vernon added that it does not include marijuana production and
94 illegal hemp production.

95 **Prinsen moved; Knutsen seconded passed a motion to approve AI 19-037 to support KCD**
96 **recognizing the Governor's designation of hemp as an agricultural product. (4 ayes, 1 nays).**

97 **Unfinished Business:**

98

99 1) Resolution 19-002 Plan of Work & Rate Structure

100 2) Elections Updates - Covington

101 3) AI -19-038 Sound Transit Project Update- Reed

102 4) Working Land Initiative Update - Covington

103

104 1. Resolution 19-002: Plan of Work and Rate Structure

105 The resolution was read in its entirety.

106 **Prinsen moved; Mosby seconded passed unanimously a motion to approve Resolution 19-**
107 **002 to a resolution approving the King Conservation District 2020-2024 Proposed Program**
108 **of Work; (5 ayes, 0 nays).**

109
110 2. Elections Update

111 Covington provided an update to the Board regarding elections.

112 3. AI 19-038 Sound Transit Project Update

113 Reed provided an update on the Lynnwood Link Urban Tree Canopy & Landscaping
114 Partnership. The draft scope of work and the draft agreement for the project were shared with the
115 Board. Reed reported that since the last project briefing the interagency team has continued to
116 collaborate on the project scope of work and budget and that the project budget has been set at
117 \$250,000. Reed anticipates the scope of work will be finalized by mid-June. Reed also reported
118 she continues to coordinate with District Legal Counsel on the inter-agency Agreement. The
119 interagency team anticipates executing the project Agreement by mid-July 2019. Reed is
120 requesting the Board authorize the Executive Director Covington to sign the Agreement in final
121 form based upon the final scope of work approved by Reed and Covington.

122 **A motion was made and seconded passed unanimously a motion to authorize the Executive**
123 **Director to sign the interagency Agreement for the Lynnwood Link Urban Tree Canopy &**
124 **Landscaping Partnership based upon a final scope of work approved by the Executive**
125 **Director and the Director of Strategic Partnerships.**

126 4. Working Land Initiative Update

127 Monaghan provided an overview for each Working Land Initiative program of work– Agricultural
128 Strategic Planning, Agricultural Drainage, Discovery Farms, and Firewise and Small Lot Forest
129 Management.

130
131 The Board made the decision change the June and July BOS Meeting dates to June 17th, 2019 and
132 July 19th, 2019, respectively.

133 **Prinsen moved; Mosby seconded passed unanimously a motion to adjourn the meeting at**
134 **7:30 p.m. (5 ayes, 0 nays)**

135

136

137

138 _____
Authorized Signature

_____  _____
Date

5/29/2020

Summary of Motions

- 139
- 140 Knutsen moved; Prinsen seconded passed unanimously a motion to approve the agenda (5
141 ayes, 0 nays)
- 142 Knutsen moved; Mosby seconded passed unanimously a motion to approve the consent
143 agenda (5 ayes, 0 nays)
- 144 Knutsen moved; Haack seconded passed unanimously a motion to approve AI 19-034: A
145 motion to approve check numbers 21614 through 21699 for a total of \$530,669.72; non-
146 payroll EFT's totaling \$6,343.68; Bank Fees of \$18.00; and April 2019 payroll for
147 \$222,904.14 (5 ayes, 0 nays)
- 148 Knutsen moved; Prinsen seconded passed unanimously a motion to approve AI 19-039 a
149 motion authorizing the transfer of \$371,874.55 from the City of Kirkland Member
150 Jurisdiction funds and deposit it into the Bank of America Operating Account 0408. (5
151 ayes, 0 nays)
- 152 Prinsen moved; Mosby seconded passed unanimously a motion to approve AI 19-035 to
153 approve a public works bid by IO Environmental and Infrastructure to continue dredging
154 project in North Carnation; (5 ayes, 0 nays).
- 155 Prinsen moved; Knutsen seconded passed unanimously a motion to approve AI 19-036 to
156 approve a public works bid by IO Environmental and Infrastructure to continue dredging
157 project in Sammamish; (5 ayes, 0 nays).
- 158 Prinsen moved; Knutsen seconded passed a motion to approve AI 19-037 to support KCD
159 recognizing the Governor's designation of hemp as an agricultural product. (4 ayes, 1 nays).
- 160 Prinsen moved; Mosby seconded passed unanimously a motion to approve Resolution 19-
161 002 to a resolution approving the King Conservation District 2020-2024 Proposed Program
162 of Work; (5 ayes, 0 nays).
- 163 A motion was made and seconded passed unanimously a motion to authorize the Executive
164 Director to sign the interagency Agreement for the Lynnwood Link Urban Tree Canopy &
165 Landscaping Partnership based upon a final scope of work approved by the Executive
166 Director and the Director of Strategic Partnerships.
- 167 Prinsen moved; Mosby seconded passed unanimously a motion to adjourn the meeting at
168 7:30 p.m. (5 ayes, 0 nays)
- 169