

KING CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
November 23rd, 2020
4:00 PM to 6:05 PM– via Teleconference Only

Zoom Link: <https://zoom.us/j/99744412765>

Call In Number: (253) 215-8782

Meeting ID: 997 4441 2765

Meeting Agenda

Call to Order

- | | |
|---|--------------------------|
| 1. Preliminary Matters: | 4:00 PM– 4:02 PM |
| a) Introductions | |
| b) Additions or Corrections to the Agenda | |
| c) Adoption of the Board Agenda | |
| 2. Consent Agenda: | 4:02 PM – 4:07 PM |

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 the request of a Board Member

- | | |
|--|--------------------------|
| a) <u>Board Minutes</u> – 9.28.20 Finance Sub-Committee Meeting, 10.12.20 BOS Meeting, 10.19.20 Grant Sub-Committee Meeting, 11.2.20 Grant Sub-Committee Meeting, 11.2.20 BOS Meeting | |
| b) <u>LIP Applications</u> – None | |
| c) <u>Member Jurisdiction Grant Applications</u> – | |
| 1. AI 20-084: City of Kenmore - Squire's Landing Park Waterfront & Natural Open Space Access Project | |
| 3. Public Comment: | 4:07 PM – 4:10 PM |
| 4. Finance: | 4:10 PM – 4:15 PM |
| a) AI 20-083: A motion to approve check number 22946 through 23001 for a total of \$591,824.40; non-payroll EFTs totaling \$7,899.65; Bank Fees of \$108.00; Void Check of \$24,895.00; and October 2020 Payroll for \$207,803.98. | |
| 5. | |
| 6. New Business: | |
| a) Presentation: Project Highlights – Member Jurisdiction Grant Program – Saavedra | 4:15 PM – 4:30 PM |
| b) Review King CD-Snohomish CD ILA on Community-Based Stormwater Services – Reed | 4:30 PM – 4:40 PM |
| c) Organizational Assessment – Lavigne | 4:40 PM – 5:05 PM |
| 7. Unfinished Business: | |
| a) Executive Session – Review of a public employee RCW 42.30.110(1)(g) | 5:05 PM – 6:05 PM |

FINANCE

Check/Voucher Register - Monthly Check, EFTs, Payroll, and Fee Register
1000 - Cash (Checking Ops / BoA / x0408)
From 10/1/2020 through 10/31/2020

AI 20-083

Document Number	Vendor	Date	Amount	
22946	A & L Western Agricultural Labs	10/12/2020	1,527.20	
22947	Comcast Business	10/12/2020	298.87	
22948	Comcast Business - PA	10/12/2020	406.65	
22949	Duwamish Longhouse & Cultural Center	10/12/2020	1,691.33	
22950	Enduris	10/12/2020	41,245.77	
22951	Eli Hanacek	10/12/2020	2,996.00	
22952	Integrated Computer Systems Support, Inc.	10/12/2020	248.20	
22953	J.B. Fence Company	10/12/2020	297.00	
22954	William M. Keough	10/12/2020	692.33	
22955	Keystone Infrastructure Consulting	10/12/2020	4,997.97	
22956	Marc Bolan Consulting	10/12/2020	3,300.00	
22957	McCaffrey Consulting LLC	10/12/2020	1,538.00	
22958	Mountain Mist	10/12/2020	65.89	
22959	Na'ah Illahee Fund	10/12/2020	67,004.07	
22960	Philipp Hoffman	10/12/2020	1,895.00	
22961	Justin Philip Schmauser	10/12/2020	1,050.00	
22962	Seattle Times	10/12/2020	220.92	
22963	Rani Souza	10/12/2020	150.00	
22964	Elizabeth Stockton	10/12/2020	1,176.00	
22965	Terra Tech	10/12/2020	584.89	92.05
22966	The Keystone Concept	10/12/2020	7,600.00	
22967	Tilth Alliance	10/12/2020	1,500.00	
22968	Timberline Silvics	10/12/2020	1,283.00	
22969	US Bank VISA	10/12/2020	3,044.87	6.03
22970	Valtas Group Washington LLC	10/12/2020	11,237.50	
22971	Williams, Fedora	10/12/2020	10,408.24	
22972	Ellen Arnstein	10/26/2020	211.70	
22973	Marinn Carpenter	10/26/2020	6,646.92	
22974	WEX Bank	10/26/2020	900.00	
22975	City of Renton Utility Division	10/26/2020	95.53	
22976	Dept of Ecology	10/26/2020	50,436.33	4273.06
22977	Elizabeth Marie Fredrickson	10/26/2020	651.00	
22978	Health Care Authority	10/26/2020	29,012.78	
22979	Integrated Computer Systems Support, Inc.	10/26/2020	4,092.00	
22980	King County	10/26/2020	112,310.42	3539.30
22981	Michael Lasecki	10/26/2020	85.84	
22982	Living Well Kent	10/26/2020	16,302.98	
22983	McCaffrey Consulting LLC	10/26/2020	1,538.00	
22984	Mid Puget Sound Fisheries Enhancement Grp	10/26/2020	567.32	
22985	Mt. Adams Institute	10/26/2020	12,016.50	
22986	National Construction Rentals	10/26/2020	162.80	
22987	Natalie Quist	10/26/2020	1,629.81	
22988	Renton Office Park LLC	10/26/2020	32,586.36	
22989	Seattle Good Business Network	10/26/2020	26,488.00	
22990	Snohomish Conservation District - V	10/26/2020	1,807.62	
22991	Snoqualmie Valley Watershed Improvement District	10/26/2020	74,203.74	
22992	Tukwila Self-Storage	10/26/2020	462.00	
22993	U.S. Bank Equipment Finance	10/26/2020	2,956.47	
22994	Valtas Group Washington LLC	10/26/2020	6,452.50	
22995	Vashon Island Grower's Association / VIGA	10/26/2020	7,520.32	

Check/Voucher Register - Monthly Check, EFTs, Payroll, and Fee Register
1000 - Cash (Checking Ops / BoA / x0408)
From 10/1/2020 through 10/31/2020

AI 20-083

Document Number	Vendor	Date	Amount
22996	Grow Food dba Viva Farms	10/26/2020	3,847.14
22997	Washington Water Trust	10/26/2020	1,669.21
22998	Weed Warriors	10/26/2020	5,337.95
22999	YouthCare	10/26/2020	478.46
23000	Seattle Good Business Network	10/26/2020	24,295.00
23001	Curate Progress LLC	10/26/2020	<u>600.00</u>
Total Checks			591,824.40
22859	Curate Progress LLC	10/26/2020	600.00
22932	Seattle Good Business Network	10/26/2020	<u>24,295.00</u>
Total Void Checks			24895.00
000004097E5390	UPS	10/7/2020	33.35
00004097E5400	UPS	10/14/2020	31.13
00004097E5410	UPS	10/20/2020	51.51
00004097E5420	UPS	10/28/2020	6.90
100220-Navia	Navia Benefit Solutions	10/2/2020	208.33
100920-Navia	Navia Benefit Solutions	10/9/2020	178.13
101620-Navia	Navia Benefit Solutions	10/16/2020	509.92
102320-Navia	Navia Benefit Solutions	10/23/2020	225.05
103020-Navia	Navia Benefit Solutions	10/30/2020	208.00
3Q20LI	Dept of Labor & Industries	10/30/2020	<u>6,447.33</u>
Total EFT			7,899.65
100520-WireFee	Bank of America	10/5/2020	15.00
101620-WireFee	Bank of America	10/16/2020	15.00
102620-StpPymntf	Bank of America	10/26/2020	30.00
102620-WireFee	Bank of America	10/26/2020	15.00
102620b-StpPymntf	Bank of America	10/26/2020	30.00
103020-CkImFee	Bank of America	10/30/2020	<u>3.00</u>
Total Bank Fees			108.00
2010 01	October 2020 Payroll	10/31/2020	122,483.01
103120-DRS	Dept of Retirement Systems	10/31/2020	40,171.28
103120-PRTaxes	QuickBooks Payroll Service	10/31/2020	44,925.32
103120-QBFees	QuickBooks Payroll Service	10/31/2020	<u>224.37</u>
Total Payroll			207,803.98
Report Total			782,741.03

CONSENT AGENDA

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

9/28/2020

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

3 **Associate Supervisors Present:** None

4 **Guests Present:** Rebecca Lavigne – KCD Interim Executive Director

5 **Staff Present:** Ava Souza, Lindsey Davidson, Carrie King, Ellen Arnstein, Nikki Wolf, Mark
6 Dostal

7 **Preliminary Matters:**

8 Chairman Mosby called meeting to order at 2:10 pm. All attendees introduced themselves. Mosby
9 asked for additions or corrections to the current agenda.

10 **Finance:**

11 Souza overviewed revenue and expenses for the month of August 2020 and noted spending is on
12 track for this time of year. She added that earned interest is continuing to come in lower than
13 anticipated. Souza shared a comparison of expenses in 2019 versus current year explained if there
14 are any leftover funds by the end of the year, it would be a Board decision on how to allocate those
15 funds.

16 Souza reviewed Working Lands Initiative funds and noted that money is not being spent down and
17 workplans should be reviewed.

18 Souza continued by reviewing the 2021 draft budget tables with the Board. She explained the
19 process used to build the templates and how dollars were populated on each data sheet. Souza
20 confirmed the Board will be able to review and ask questions and anticipates a budget can be
21 approved at the October board meeting, giving the Finance team enough time to enter and reconcile
22 the final budget before the new year. She added the timeline for entering the budget is also
23 important in reporting to King County.

24 Souza also confirmed that she, Porter, and Haugen have been meeting with King County Elections
25 Office and Democracy Live to solidify a contract the upcoming Board election.

26 Souza concluded her presentation by stating the District is in a good place in terms of budget and
27 monthly financials.

28 No motions or requests made by the Board at this time.

29 The Board asked Souza questions regarding November collections, sub-leasing, and staffing in the
30 2021 budget.

Souza explained she could not speak to staffing and deliverables, and that her job is to match dollars. She added she is assuming the work has already been done by managers to how much things cost and what is needed in the 2021 budget. She recommended the Board meet with program managers about workplans and deliverables and added the budget being brought forth is a base budget based only on the ILA. She reminded the Board that she mailed the budget overview sheet to them to review before sharing out with staff.

There was no more business before the Board.

Porter moved; Haack seconded passed unanimously a motion to adjourn the meeting at 2:49 PM.

Authorized Signature

Date

Summary of Motions

Porter moved; Haack seconded passed unanimously a motion to adjourn the meeting at 2:49 PM.

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

10/12/2020

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

Associate Supervisors Present: None

Guests Present: Rebecca Lavigne – Interim Executive Director; Jean Fike – SCC; Cynthia Krass
– Snoqualmie Valley Watershed Improvement District; Brandon Crawford - WFSE; Eric Frimodt
– Inslee Best

Staff Present: Ava Souza, Josh Monaghan, Brandy Reed, Deirdre Grace, Lindsey Davidson, Mary
Embleton, Nikki Wolf, Liz Clark, Jessica Saavedra, Rosie McGoldrick, Alex Martinsons, Carrie
King, Ellen Arnstein, Megan Melick, Mark Dostal, Laura Redmond, Kedija Awole

Preliminary Matters:

Chairman Mosby called meeting to order at 4:04 pm. All attendees introduced themselves. Mosby
asked for additions or corrections to the current agenda.

**Knutsen moved; Haugen seconded passed unanimously a motion to approve the agenda (3
ayes, 0 nays).**

Public Comment:

Monaghan made a statement about Indigenous People Day. Brandon Crawford made a statement
regarding the status of union contract negotiations. Clark thanked Haugen for her attendance at the
recent All-Staff Meeting.

Consent Agenda:

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

- a) Board Minutes – 5.7.20 Special BOS Meeting, 7.2.20 Special BOS Meeting, 7.13.20 BOS
Meeting, 8.10.20 BOS Meeting, 8.10.20 Grant Sub-Committee Meeting, 8.24.20 4th Monday
BOS Meeting, 8.24.20 Grant Sub-Committee Meeting, 8.28.20 Special BOS Meeting, 9.4.20
Special BOS Meeting, 9.14.20 BOS Meeting, 9.14.20 Grant Sub-Committee Meeting, 9.22.20
Special BOS Meeting, 9.28.20 4th Monday Meeting, 9.28.20 Grant Sub-Committee Meeting
- b) LIP Applications – None
- c) Member Jurisdiction Grant Applications –
 1. 20-071: City of Kirkland - Yard Smart Rain Rewards
 2. 20-072: City of Bellevue - Lake Hills Greenbelt Knotweed Restoration
 3. 20-073: City of Issaquah - Lower Issaquah Creek Stream & Riparian Habitat Enhancement
Project
 4. 20-074: City of Bellevue - Natural Resource Animated Short Videos

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

36 **Pulled Consent Agenda Items:** None

37 **Finance:**

38 a) 2021 Budget

39 Souza stated that the Finance team has taken into consideration recent comments and information
40 received by Senior Leadership and staff regarding the budget for 2021. To maintain inclusivity,
41 she and her team will look into this new information and the Board will postpone their vote on the
42 budget until the next Board meeting. Souza added she is available to the Board to answer any
43 questions they may have.

44 **New Business:**

45 a) AI 20-075: Election Contract – Souza / Board

46 Porter, Haugen, and Souza summarized their meetings with King County Elections and
47 Democracy Live. The Board discussed costs from last year and the current proposals from both
48 partners. Haugen confirmed they are higher than last year because Tusk Philanthropies will not be
49 involved this year.

50 AI 20-075 was not voted on by the Board at this time.

51 b) Update from the Interim Executive Director

52 Lavigne summarized her top priorities and how she plans to begin the next steps of her interim
53 role. Haugen thanked Rebecca for her thoughtful approach.

54 c) Executive Session – Collective Bargaining RCW 42.30.140, Sub (4)i

55 Mosby indicated that the Board would be moving into an Executive Session for the purpose of
56 discussing collective bargaining matters. Mosby stated the session would last approximately 30
57 minutes, unless extended. The Board moved into an executive session at 5:06 pm using a separate
58 teleconference line.

59 The Board requested an additional 10 minutes be added to the Executive Session at 5:36 pm. The
60 Board requested an additional 10 minutes be added to the Executive Session at 5:46 pm. No
61 decisions, actions, or motions were made following the session. The regular board meeting was
62 reconvened by Mosby at 6:00 pm.

63 d) Executive Session – Potential Litigation RCW 42.30.110 Sub (1) i

64 Mosby indicated that the Board would be moving into an Executive Session for the purpose of
65 discussing potential litigation matters. Mosby stated the session would last approximately 30

66 minutes, unless extended. The Board moved into an executive session at 6:00 pm using a separate
67 teleconference line.

68 No decisions, actions, or motions were made following the session.

69 e) Executive Session – Review the performance of a public employee RCW 42.30.110(1)(g)

70 Souza announced that the Board would be moving into another Executive Session for the purpose
71 of reviewing the performance of a public employee. Souza stated the session would last
72 approximately 20 minutes, unless extended. The Board moved into an executive session at 6:25
73 pm using a separate teleconference line.

74 The Board requested an additional 15 minutes be added to the Executive Session at 6:45 pm. The
75 Board requested an additional 5 minutes be added to the Executive Session at 7:01 pm. No
76 decisions, actions, or motions were made following the session. The regular board meeting was
77 reconvened by Mosby at 7:07 pm.

78 **Unfinished Business:**

79 a) ILA – Board

80 Lavigne reviewed what was discussed at the last meeting. Haugen asked if there was anything the
81 Board could do to support. Staff expressed their current needs.

82 Lavigne summarized that there needs to be realistic expectations set and clarity formed around
83 open positions and what should be prioritized in the organization. Lavigne recommended the
84 Board review workplans at a minimum of twice a year. After brief discussion, the Board agreed
85 and decided to review workplans approximately every four months.

86 b) AI 20-076: Regional Food System Program – 2020 Competitive Grants

87 Embleton stated the application process for 2020 competitive grants are ready to begin. She briefed
88 the Board on some of the guidelines and deadlines and noted that the application window is
89 expected to remaining open until January 2021. She summarized that once applications are
90 received, they are reviewed and ranked by staff and the Advisory Committee before being voted
91 on by the Board.

92 **Haugen moved; Knutsen seconded passed unanimously AI 20-076 a motion to approve 2020**
93 **Regional Food System Program Competitive Grant Request for Proposals (4 ayes, 0 nays).**

94 c) AI 20-077: Regional Food System Program – Farmland Access Initiative Proposal

95 Monaghan summarized the steps taken to advertise the Farmland Access Initiative grant and
96 detailed the only application received. He explained the application was submitted by a coalition
97 of groups and collaborations between organizations has been a recent trend.

98 **Knutsen moved; Haugen seconded passed unanimously AI 20-077 a motion approving the**
99 **Regional Food System Farmland Access Initiative Proposal (4 ayes, 0 nays)**

100 d) AI 20-078: Ag Drainage Program Grant Funding Addendum

101 Monaghan summarized what was discussed at the previous meeting. He stated that he has been
102 working with the grant manager at King County Kim Harper and staff have been working on a job
103 description for the ADAP coordinator position approved at the last meeting. He confirmed the
104 agricultural drainage grant addendum will bring another \$140,000 of revenue to the program.

105 **Knutsen moved; Haugen seconded passed unanimously AI 20-078 a motion authorizing the**
106 **signing of an addendum to receive an additional \$141,799 from King County Flood Control**
107 **District to implement agricultural drainage projects. (4 ayes, 0 nays)**

108 Mosby made a statement to all staff that the Board is fully committed to reaching an agreement in
109 the collective bargaining process and that they have the Board's support.

110 There was no more business before the Board.

111 **Knutsen moved; Porter seconded passed unanimously a motion to adjourn the meeting at**
112 **7:20pm.**

113

114

115 _____
Authorized Signature

Date

116

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Summary of Motions

118 **Knutsen moved; Haugen seconded passed unanimously a motion to approve the agenda (3**
119 **ayes, 0 nays).**

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

122 **Haugen moved; Knutsen seconded passed unanimously AI 20-076 a motion to approve 2020**
123 **Regional Food System Program Competitive Grant Request for Proposals (4 ayes, 0 nays).**

124 **Knutsen moved; Haugen seconded passed unanimously AI 20-077 a motion approving the**
125 **Regional Food System Farmland Access Initiative Proposal (4 ayes, 0 nays)**

126 **Knutsen moved; Haugen seconded passed unanimously AI 20-078 a motion authorizing the**
127 **signing of an addendum to receive an additional \$141,799 from King County Flood Control**
128 **District to implement agricultural drainage projects. (4 ayes, 0 nays)**

129 **Knutsen moved; Porter seconded passed unanimously a motion to adjourn the meeting at**
130 **7:20pm.**

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KING CONSERVATION DISTRICT

Board of Supervisors

Grant Subcommittee Meeting

Meeting Minutes

October 19th, 2020

1 **Supervisors Present:** Burr Mosby – Chair, Kirstin Haugen

2 **Associate Supervisors Present:** None.

3 **Guests Present:** None

4 **Staff Present:** Jessica Saavedra, Deirdre Grace

5 **Preliminary Matters:**

6 Meeting called to order at 3:00 pm by Mosby.

7 Saavedra updated the grant subcommittee on the 2020 KCD-Seattle Community Partnership Grant
8 Program process. She noted that the process is one-step this year, applications are due today. She
9 mentioned the list of nine City of Seattle staff reviewers that will rank and score, through a rigorous
10 process, the applications and ultimately send a recommended list to the grant subcommittee likely
11 between December 2020 and January 2021, depending upon the Board schedule. Saavedra is
12 involved on KCDs behalf at every stage of the process, including building the application form in
13 the portal, updating guidelines, advising applicants and more. This year applicants had the option
14 to present virtually about their projects and almost all of them will present for 30 minutes in front
15 of Seattle reviewers. Saavedra also showed the subcommittee the scoring criteria that was jointly
16 developed by KCD and Seattle OSE which incorporates KCD's natural resource improvement
17 goals and priorities with the City's Equity and Environment Initiative goals. Saavedra noted that
18 the City of Seattle would like to utilize a small amount of the KCD-Seattle Member Jurisdiction
19 funds to pay a Spanish language interpreter for two of the applicant presentations. Saavedra noted
20 the interpretation expense is not likely to cost more than a few hundred dollars. The subcommittee
21 members did not voice any objection to this and stated they were excited to see the recommended
22 proposals.

23 Saavedra requested the agenda be amended to include one close out for the King County
24 Snoqualmie/Skykomish Habitat Acquisitions grant.

25 Applications - none

26 Amendments

27 Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment
28 request from Sustainable Seattle for the Depave the Duwamish project extending the
29 completion date from February 2020 to October 2020.

KING CONSERVATION DISTRICT

Board of Supervisors

Grant Subcommittee Meeting

Meeting Minutes

October 19th, 2020

Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment request from City of Newcastle – Knotweed Control Along Boren Creek project extending the completion date to December 31, 2020 and revising the budget to reflect continued spending on the current grant. The city will wait until next year to submit a new grant for ongoing knotweed work.

Close outs

Haugen moved, Mosby seconded, unanimously passed a motion to close the King County Snoqualmie/Skykomish Habitat Acquisitions grant agreement.

Haugen moved; Mosby seconded unanimously passed a motion to adjourn the meeting at 3:50 pm

Authorized Signature

Date

Summary of Motions

Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment request from Sustainable Seattle for the Depave the Duwamish project extending the completion date from February 2020 to October 2020.

Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment request from City of Newcastle – Knotweed Control Along Boren Creek project extending the completion date to December 31, 2020 and revising the budget to reflect continued spending on the current grant. The city will wait until next year to submit a new grant for ongoing knotweed work.

Haugen moved, Mosby seconded, unanimously passed a motion to close the King County Snoqualmie/Skykomish Habitat Acquisitions grant agreement.

Haugen moved; Mosby seconded unanimously passed a motion to adjourn the meeting at 3:50 pm

KING CONSERVATION DISTRICT

Board of Supervisors

Grant Subcommittee Meeting

Meeting Minutes

November 2, 2020

1 **Supervisors Present:** Burr Mosby–Chair, Kirstin Haugen

2 **Associate Supervisors Present:** None.

3 **Guests Present:** None

4 **Staff Present:** Jessica Saavedra, Mary Embleton

5 **Preliminary Matters:**

6 Meeting called to order at 3:00 pm by Mosby.

7 Maureen Colaizzi from the City of Kenmore gave a presentation about the Squire's Landing Park
8 Waterfront & Natural Open Space Access Project

9 Applications

10 Haugen moved, Mosby seconded, unanimously passed a motion to recommend the Member
11 Jurisdiction grant application from City of Kenmore – Squire's Landing Park Waterfront
12 & Natural Open Space Access Project for approval at the next Board of Supervisors meeting.

13 Board members stated that they would like to see the Kenmore project once complete, which is
14 likely to be in late summer 2023.

15 Saavedra asked the Board members when a good time would be to schedule a site visit to Seahurst
16 Park in Burien. This site is considered a one-stop-shop for multiple, varied KCD funded projects.

17 Amendments

18 Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment
19 request from iUrban Teen to replace Social Good Fund as the fiscal sponsor for the Yesler
20 Terrace Goes Green project.

21 Close outs

22 Mosby moved, Haugen seconded, unanimously passed a motion to close the Delridge
23 Neighborhood Development Association – Delridge Wetland Park grant agreement.

24 Mosby moved, Haugen seconded, unanimously passed a motion to close the Na'ah Illahee
25 Fund - Seattle Urban Native Community Indigenous Foods and Ecological Knowledge
26 Project grant agreement.

KING CONSERVATION DISTRICT

Board of Supervisors

Grant Subcommittee Meeting

Meeting Minutes

November 2, 2020

Haugen suggested that Saavedra present her presentation for the Advisory Committee as a practice run at the Board meeting on November 23rd. She stated that other Board members would appreciate seeing all of the interesting projects. Haugen suggested a few projects that might be of interest to both Advisory Committee and Board members.

Mosby moved; Haugen seconded unanimously passed a motion to adjourn the meeting at 4:00 pm

Authorized Signature

Date

Summary of Motions

Haugen moved, Mosby seconded, unanimously passed a motion to recommend the Member Jurisdiction grant application from City of Kenmore – Squire's Landing Park Waterfront & Natural Open Space Access Project for approval at the next Board of Supervisors meeting.

Haugen moved, Mosby seconded, unanimously passed a motion to approve the amendment request from iUrban Teen to replace Social Good Fund as the fiscal sponsor for the Yesler Terrace Goes Green project.

Mosby moved, Haugen seconded, unanimously passed a motion to close the Delridge Neighborhood Development Association Delridge Wetland Park grant agreement.

Mosby moved, Haugen seconded, unanimously passed a motion to close the Na'ah Illahee Fund Seattle Urban Native Community Indigenous Foods and Ecological Knowledge Project grant agreement.

Mosby moved; Haugen seconded unanimously passed a motion to adjourn the meeting at 4:00 pm

KING CONSERVATION DISTRICT

Board of Supervisors Meeting Minutes

November 2, 2020

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

Associate Supervisors Present: None

Guests Present: Rebecca Lavigne – KCD Interim Executive Director; Jean Fike - WSCC

Staff Present: Ava Souza, Brandy Reed, Deirdre Grace, Lindsey Davidson, Nikki Wolf, Liz Clark, Mike Lasecki, Jessica Saavedra, Megan Weldon

Preliminary Matters:

Chairman Mosby called meeting to order at 5:02 pm. All attendees introduced themselves. Mosby asked for additions or corrections to the current agenda.

Haugen moved; Porter seconded passed unanimously a motion to approve the agenda (5 ayes, 0 nays)

Public Comment: None

New Business:

a) Update – Interim Executive Director

Lavigne summarized the budget timeline set at the Finance Sub-Committee meeting by Souza. She outlined anticipated priorities and reviewed next steps.

Haack asked about the status of the search for a permanent Executive Director. Lavigne responded it would be a decision of the Board when it should be prioritized, as she feels there is other work to be done.

b) AI 20-081: Authorization to Hire Interim Stewardship Programs Director

Lavigne reviewed some of the needs of the organization with the departure of the Executive Director and Director of Stewardship Programs. She shared with the Board scenarios for long-term and short-term solutions.

There was Board discussion on solutions, hiring timelines for both positions, and current staff capacity.

There was no motion made on AI 20-081 at this time.

c) WACD Meeting Update

Reed outlined items that could be elevated during the Annual Meeting. She requested feedback from the Board and asked for commitments to attend.

Porter identified election reform and commission budget as priorities to bring to the November 9th meeting.

The Board discussed engagement and outreach and how to reach out to local representatives before legislative days.

Grace suggested inviting reps to farm tours, volunteer events, or site visits throughout the year to make more of an impact.

New Business:

a) AI 20-082: Democracy Live Contract

Souza reviewed what was discussed last meeting and asked to move forward with working with Democracy Live. She confirmed she was able to reduce the cost by \$10,000 and hopes to meet with Wise at King County Election Office after November 25th. She added once more details are confirmed with both vendors, she would be asking the Board Chair to sign the full contract.

Haugen moved; Porter seconded passed unanimously AI 20-082 a motion authorizing election contract negotiation with Democracy Live and King County Elections. (5 ayes, 0 nays).

b) Executive Session – Collective Bargaining RCW 42.30.140, Sub (4)i

c) Executive Session – Review of a public employee RCW 42.30.110(1)(g)

Mosby indicated that the Board would be moving into an Executive Session for the purpose of providing an update for the collective bargaining process and reviewing the performance of a public employee. Mosby stated that each topic would last approximately 30 minutes, unless extended. The Board moved into an executive session at 6:30 pm using a separate teleconference line.

The Board requested an additional 10 minutes be added to the Executive Session at 7:30pm. The Board requested an additional 10 minutes be added to the Executive Session at 7:40pm. The Board requested an additional 10 minutes be added to the Executive Session at 7:50pm. The Board requested an additional 5 minutes be added to the Executive Session at 8:00pm. No decisions, actions, or motions were made following the session. The regular board meeting was reconvened by Mosby at 8:05 pm.

There being no more business for the Board, the meeting was adjourned by Mosby as 8:07 pm.

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64 _____
Authorized Signature

Date

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Summary of Motions

67 **Haugen moved; Porter seconded passed unanimously a motion to approve the agenda (5**
68 **aves, 0 nays)**

69 **Haugen moved; Porter seconded passed unanimously AI 20-082 a motion authorizing**
70 **election contract negotiation with Democracy Live and King County Elections. (5 ayes, 0**
71 **nays).**

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**King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: November 23rd, 2020**

SUBJECT: AI 20-

- Motion to approve the Member Jurisdiction grant application from the City of Kenmore for the Squire's Landing Park Waterfront & Natural Open Space Access Project

FISCAL IMPACT

- The applicant is requesting \$198,000 from 2006-2020 KCD-Kenmore Member Jurisdiction funds

POLICY CONSIDERATION

- The proposal meets the following natural resource improvement actions which are criteria for funding from the grant program
 - Education and Outreach
 - Direct Improvement of Natural Resources
 - Pilot and Demonstration Projects
 - Capacity Building

STAKEHOLDER INTERESTS

- Kenmore has been saving up it's KCD funds for this project and intends to submit an amendment in 2021 for additional funding available.

BACKGROUND

- The grant subcommittee reviewed this application and appreciated the presentation from the City of Kenmore.

EFFECTIVE DATE:

- If approved, this Motion becomes effective on the date of approval.

OPTIONS

- Vote in favor or not in favor of approving the consent agenda.
- Request that this item be removed from the consent agenda for discussion.

RECOMMENDATION

- The grant subcommittee recommends approval of this grant application.

MOTION

- Motion to approve the Member Jurisdiction grant application for \$198,000 from KCD-Kenmore Member Jurisdiction 2006-2020 funds for the City of Kenmore Squire's Landing Park Waterfront & Natural Open Space Access Project

Squire's Landing Park Waterfront & Natural Open Space Access Project

Member Jurisdiction Grant Program

Kenmore

PO Box 82607
Kenmore, WA 98028

Maureen Colaizzi

mcolaizzi@kenmorewa.gov

Application Form

Summary Information

Project Title*

Squire's Landing Park Waterfront & Natural Open Space Access Project

Project Description - Short*

Provide a short, concise description of the project no more than two or three sentences.

The overall project is 7.3 acres: 1.5 acres park infrastructure, 4.2 acres critical areas; preserved 1.6 acres. This grant will fund creation of a habitat conservation & stewardship plan and construction of 4.2 acres of restoration areas.

Principal Partners (if any)

RCO, King County, Kenmore Voters - Approved Bond Levy

Amount of KCD Funding Requested*

You will need to upload a detailed budget document before you submit your application. Please make sure the amount requested and total project cost amounts you list here match the amounts in the uploaded budget document.

\$198,000.00

Total Project Cost*

\$198,000.00

Total Matching Funds (optional)

\$7,613,000.00

Project Start Date*

09/01/2021

Project End Date*

08/31/2023

Close Date**Project Location***

Address, Parcel #, OR L&L Points, for site specific projects only.

If more than two locations, state "multiple" and explain.

7515 NE 175th Street, Kenmore WA 98028 - Parcels 4164100195, 4164100200, 4164100205, 4164100210, 4164100216

Jurisdiction*

If the applicant is not a city or jurisdiction, please type in the city or jurisdiction this project is located in.

Kenmore

Is your project on public or private land?*

Public

State Legislative District #*

Click here to find it on the web. If your project resides in more than one district, type in the primary district or type in zero.

46

King County District #*

Click here to find it on the web. If your project resides in more than one district, type in the primary district or type in zero.

1

Narratives, Budget, & Attachments**Project Description - Detailed***

Provide a description of the project that summarizes what you will do, how you will do it, and why you will do it. Describe target audience, outcomes, objectives and general timelines.

This project will develop 1.5 acres of public access facilities, renovate 4.2 acres of riparian and upland habitat, restore 0.21 acre of wetland and 0.34 miles of Instream habitat, stabilizing 0.11 miles of streambank within a 7.3-acre project area on the 41-acre Squire's Landing Park located at 7515 NE 175th Street to the

south of State Road 522 and the Burke Gilman Trail in Kenmore. The proposed project will be constructed between 2021-2023. The purpose of the Project is to provide park infrastructure to improve shoreline access as well as enhance the site's natural vegetation. The Project will preserve and enhance ecological functions of existing wetlands and their buffers, enhance nearshore habitat along Swamp Creek, and create new wetlands, while still providing improvements for public access. A habitat restoration stewardship plan will be developed and used to monitor and maintain restoration areas to ensure their stewardship and survival for over 10+ years. The target audience is the general public who live, work and recreate along the waterfront of Lake Washington, the Sammamish River and Swamp Creek. The desired outcome is to have long term public stewardship for the parks' restoration areas health & survival. There are 16 main park improvements proposed to be constructed: (1) parking lot, (2) restroom and hand-carry boat wash-down station, (3) waterfront and upland plazas for picnicking and gathering, (4) recreational floats and gangways, (5) elevated boardwalks and viewing decks, (6) pedestrian bridges, (7) gravel paths and gravel pad for boat storage, (8) asphalt paths/areas, (9) picnic pavilion and plaza, (10) hand-carry boat access, (11) lagoon entrance widening, (12) bank stabilization of the existing lagoon, (13) shoreline restoration along the man-made lagoon, (14) upland and riparian plantings, (15) in-water habitat benches in Swamp Creek, and (16) miscellaneous site improvements such as fencing and signage that will separate the public from the park's sensitive areas, improve and maintain the site's amenities and enhance the general park experience. Park amenities will be accessible by Americans with Disabilities Act (ADA) standards.

Specific to this grant application: (13) Shoreline Restoration: The shoreline and riparian areas determined to not need bank stabilization will be improved to provide restoration. This will include excavation of over-steepened slopes, placement of topsoil and short-term erosion control fabric to provide short-term stabilization, removal of invasive species, and replanting with native plants. For the lagoon shoreline restoration, construction work will occur above OHWM, no land-based equipment will enter the water. (14) Upland and Riparian Plantings: Throughout the park, native trees and shrubs will be planted for project mitigation and additional landscape restoration. Invasive species will also be removed in these areas. The majority of the plantings will be installed above OHWM, with the exception of the plants installed along the habitat benches being constructed in Swamp Creek. Equipment used during construction will include rototiller and gator truck. (15) In-Water Habitat Benches: The benches along the north and south banks of Swamp Creek will be constructed using land-based equipment. The banks will be graded into benches by excavating material along the shoreline and placing it in mounds in the uplands. Excavation will take place below OHWM. No fill will be used and all excavated material will be used on-site. No material will be placed below OHWM. To construct the benches, a mini excavator will be transported to site using a floating low-draft barge to minimize effects to the wetlands. The mini excavator will work within the footprint of the habitat benches to minimize effects to the adjacent wetlands. In-water work will be limited to a shallow area and generation of suspended sediment is expected to be low. Lagoon

Goal 1: to improve the existing functions and values of wetland habitat in Squire's Landing Park. This goal would be achieved through the following objectives: Objective 1a (Wetland Creation): to create 9,120 SF of wetland by excavating upland areas, removing invasive species (and their seed source), and planting native species to increase habitat complexity. Objective 1b (Wetland Enhancement): to improve the function of 54,820 SF of wetland by removing invasive species and planting native species to increase habitat complexity. Goal 2: to improve the existing functions and values of buffer habitat in Squire's Landing Park.

This goal would be achieved through the following objective: Objective 2a Buffer Enhancement: to improve the function of (75,320 SF + 16,630 SF) 91,950SF of buffer dominated by healthy, native species by removing invasive species, amending soils, and planting native species. Goal 3: to improve the in-water and overhanging vegetation of lower Swamp Creek. This goal would be achieved through the following objective: Objective 3a (Habitat Bench Creation): to create 2,810 SF of stable habitat benches, remove invasive species, and plant native species to increase habitat complexity. Goal 4: to improve the shoreline vegetation and habitat complexity of the man-made lagoon. This goal would be achieved through the following objective: Objective 4a (Lagoon Shoreline Restoration): to create 5,825 SF of stable habitat along the lagoon, remove invasive species, and plant native species to increase habitat complexity. Goal 5: create a comprehensive habitat and conservation stewardship plan that Ensure compliance with all performance standards, Integrate with existing maintenance programs (e.g., the Integrated Aquatic Vegetation Management Plan [IAVMP]), Monitor and maintain previous restoration areas, Monitor and maintain additional landscape restoration

areas, Plan is intended to provide guidance for future restoration/mitigation activities and general maintenance of the parks.

General Timeline: Complete Habitat Conservation Stewardship Plan 2021. Construction of all 16 site elements: August 2021-August 2023.

Project Activities and Measurable Results*

List specific project activities to be completed with KCD grant funds and the associated outcomes or measurable results, and timeline.

- 1- Habitat and Conservation Stewardship Plan document is produced in 2021 to guide in future monitoring and maintenance of the parks' restoration efforts.
- 2- Plans and Specifications are prepared for bidding the construction of the restoration areas described in the project description by May 2021.
- 3- Contractor is awarded the construction contract by August 2021.
- 4- Construction of the 16 project elements including (elements 13, 14, 15 listed above that are directly tied to this grant application) begins by October 2021 and ends by July 2023.
- 5- Monitor & maintenance project elements 13, 14, 15 using the Habitat Conservation Stewardship Plan by staff, paid consultants and the public from 2023-2033 resulting in sustainable habitat for fish and wildlife.
- 6- Hold frequent (quarterly) volunteer stewardship work parties to engage and educate the public about the protection of shoreline vegetation for enhanced habitat for aquatic and wildlife habitat.

Project Budget and Expenses*

Fill out and upload separate Application Budget Form also available on the KCD Member Jurisdiction Grant Program website. Budget must be detailed with footnotes, appropriate and reasonable, *meeting state auditor/GAAP guidelines. Please do not use forms from previous applications. Please only upload the form linked above. Thank you!*

Formatted Budget-Kenmore.xlsx

Member Jurisdiction Authorization Letter

If you are a nonprofit organization seeking Member Jurisdiction funding, you must upload written authorization from the Member Jurisdiction to apply for funding. This can be in the form of a letter or scanned copy of an email.

Additional Attachments

Upload any photos or maps of your project here. Only one file will be accepted. Please combine multiple files into one if possible.

202001020_Exhibit.pdf

Natural Resource Improvement Actions- Criteria Checklist

Please **only** select "yes" below the action that your project **directly** addresses

Direct Improvement of Natural Resource Conditions*

To improve landscape and natural resource conditions as a result of direct action that enhances water quality, protects and conserves soils, implements ecosystem restoration and preservation projects *(examples include supporting private property owners with land stewardship, water quality, aquatic and wildlife habitat resources, removal of invasive weeds, stewardship on public land)*

Does your project directly address this issue?

Yes

Education and Outreach*

To raise awareness, deepen knowledge, and change behaviors of residents, landowners, and other land managers and organizations to practice exemplary stewardship of natural resources *(examples include education about stormwater management; the value of farmland, local farms and food systems, shorelines, salmon habitat, forests and other ecosystems)*

Does your project directly address this issue?

Yes

Pilot and Demonstration Projects*

To test and/or improve concepts and/or approaches in natural resource management that can be replicated by others *(examples include low impact development or green infrastructure demonstration projects, development of new best management practices, distribution of local farm products, urban agriculture (e.g. farmers markets and backyard food production to promote or support social economic independence and healthy living); technological innovation for natural resource conservation)*

Does your project directly address this issue?

Yes

Capacity Building*

To enhance the ability of organizations, agencies, residential landowners and other land owners and managers to have knowledge, skills, tools, support systems and technical resources to implement exemplary best management practices and deliver natural resource management actions on the ground *(examples include urban agriculture development, assistance to and inclusion of private property owners, preservation, restoration, and/or expansion of urban and/or rural agricultural lands, rural and urban forest lands, riparian restoration and stewardship on private and public lands)*

Does your project directly address this issue?

Yes

Project Type*

Education
Forestry, Urban
Shorelines, Urban

KCD Acknowledgement and Signature

By signing below, the applicant agrees to acknowledge King Conservation District funding by placing the KCD-provided logo on signs, materials, and documents produced as part of the above proposal. In addition, the applicant will notify KCD of public events and activities funded by the KCD.

*

I have read the above paragraph about acknowledging KCD and I will use the provided logo.

Authorized Applicant Electronic Signature*

Please enter your full name to sign and agree to the above.

Maureen Colaizzi

Title

Parks Project Manager

Date*

10/21/2020

File Attachment Summary

Applicant File Uploads

- Formatted Budget-Kenmore.xlsx
- 202001020_Exhibit.pdf



Member Jurisdiction Grant Program
Grant Application Project Budget Form
 Promoting sustainable uses of natural resources through responsible stewardship

Project Name	Squire's Landing Waterfront & Natural Open Space Access Project				
Applicant	City of Kenmore				
Contact	Maureen Colaizzi				
Mailing Address	18120 68th Av NE, Kenmore WA 98028				
E-mail	mcolaizzi@kenmorewa.gov	Project Start Date:	9/1/2021		
Phone	c (206) 930-9699	Project End Date:	8/31/2023		
<i>Please provide detailed budget information below. Itemize categories such as supplies, contracted services with footnotes and detailed descriptions below</i>					
Budget Item	KCD Funds	City of Kenmore Secured	Other Match (Secured)	Other Match (Unsecured)	Total
1-Professional Services: Habitat Conservation & Stewardship Plan	\$5,000	\$3,000	\$0	\$0	\$8,000
2-Construction Services: (13) Lagoon Shoreline Restoration	\$5,000	\$65,452			\$70,452
3-Construction Services: (14) Upland Restoration	\$180,000	\$39,975			\$219,975
3-Construction Services: (14) Riparian Restoration	\$3,000	\$282,375	\$50,000	\$50,000	\$385,375
4-Construction Services: (15) In-Water Swamp Ck Habitat Benches	\$5,000	\$101,980			\$106,980
*6-Construction Services: (Project Elements 1-12 & 16)	\$0	\$4,252,000	\$500,000	\$250,000	\$5,002,000
*7- Professional Services: (Project Elements 1-16)	\$0	\$2,018,218			\$2,018,218
TOTAL	\$198,000	\$6,763,000	\$550,000	\$300,000	\$7,811,000

Total Project Cost	\$7,811,000
Total Match	\$7,313,000
Amount of KCD Funding Requested	\$198,000
Match Percentage	94%

Footnotes: Items 1-4 KCD Grant Specific - Items 6 & 7 are entire project costs separate from KCD Grant Application to equal total project cost

Document Path: J:\Mett MacDonald\0317030173 502 City of Kenmore Squire's Landing - PHASE 1\GIS\WORKING\141\TSSources\Figures\141TSSources\WetlandBoundaries.mxd 3/6/2014

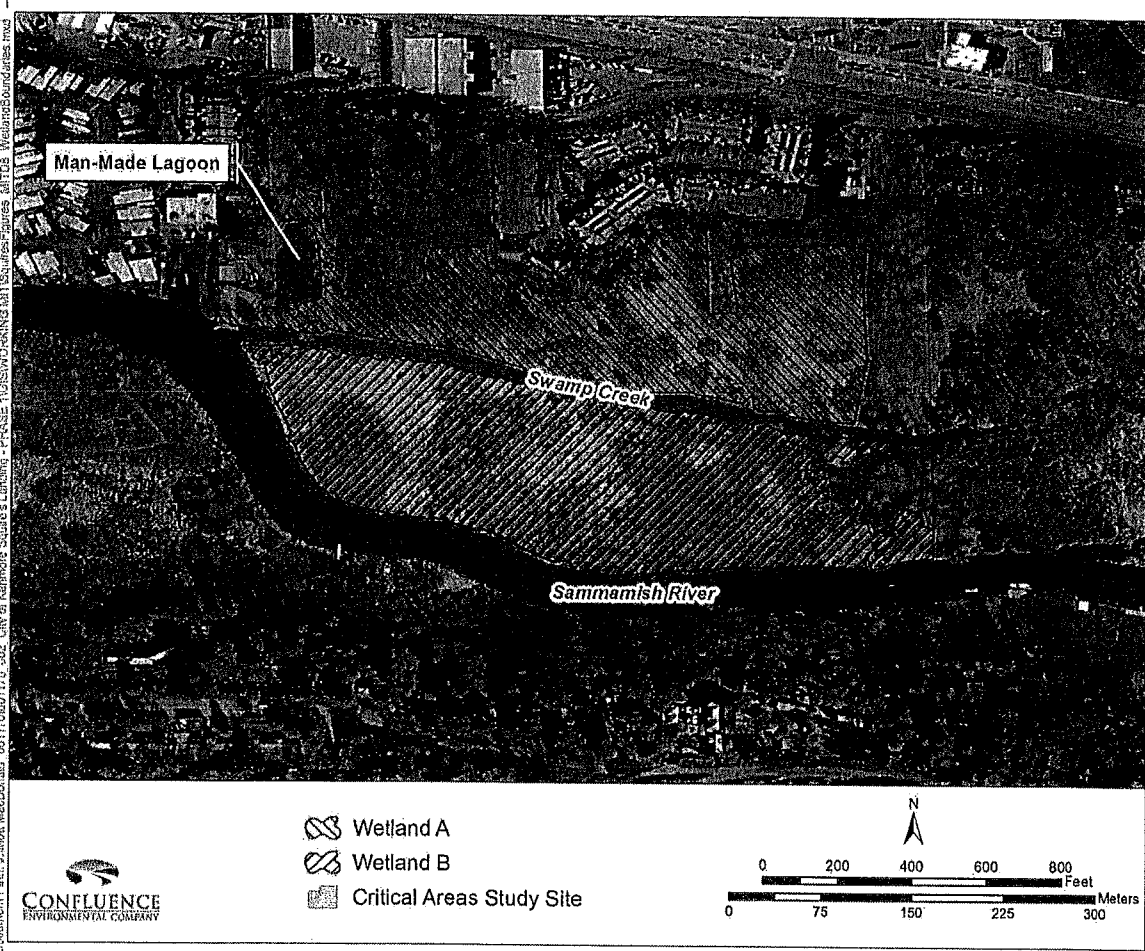


Figure 6. Wetland Boundaries Squire's Landing Park
7515 NE 175th Street,
Kenmore WA 98028

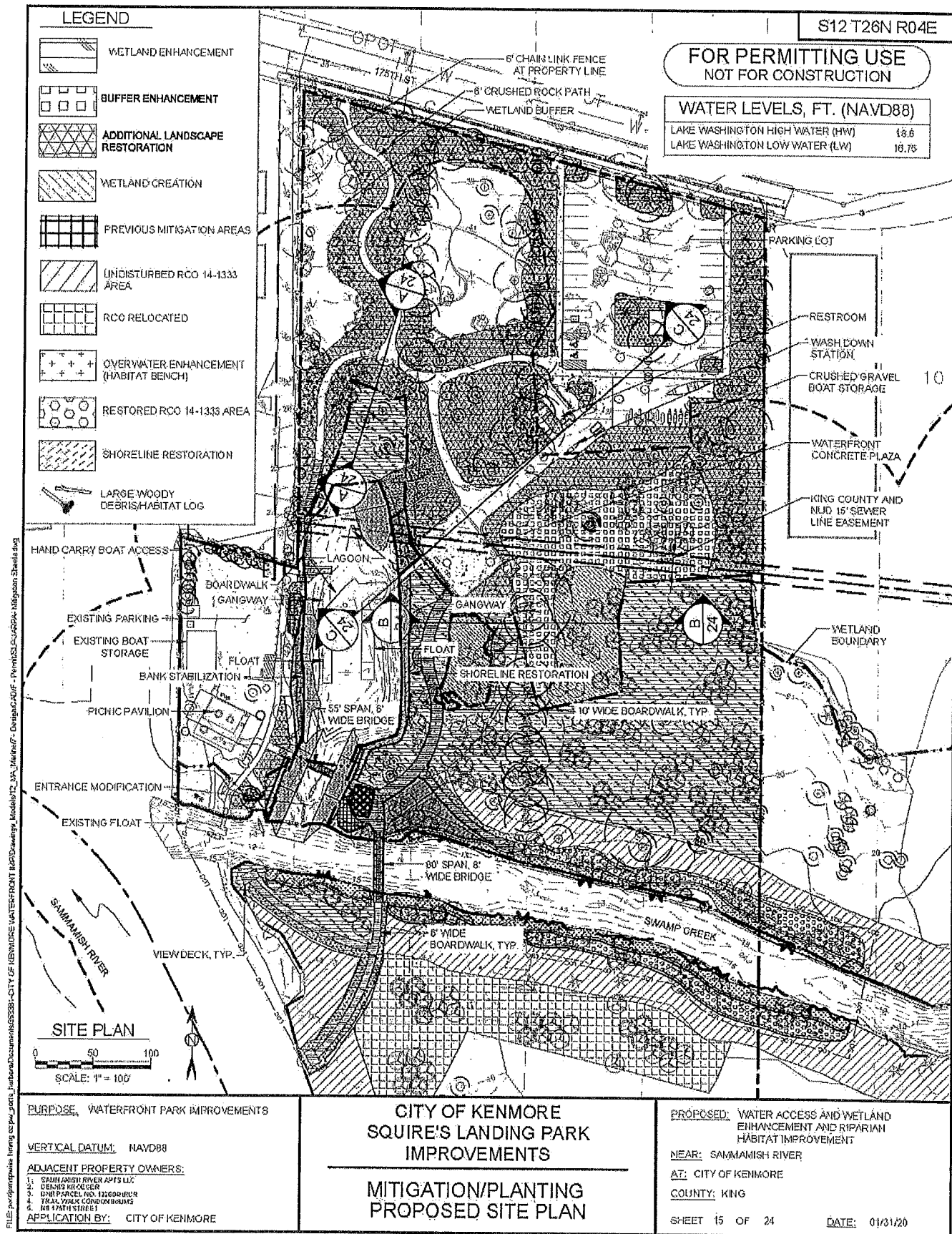


Figure 11. Shoreline Restoration Conceptual Design

KCD Grant Application Element (13) Lagoon Shoreline Restoration

September 2020

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$$\text{KCD } \$5,000 + \text{City Match } \$65,452 = \$70,475$$

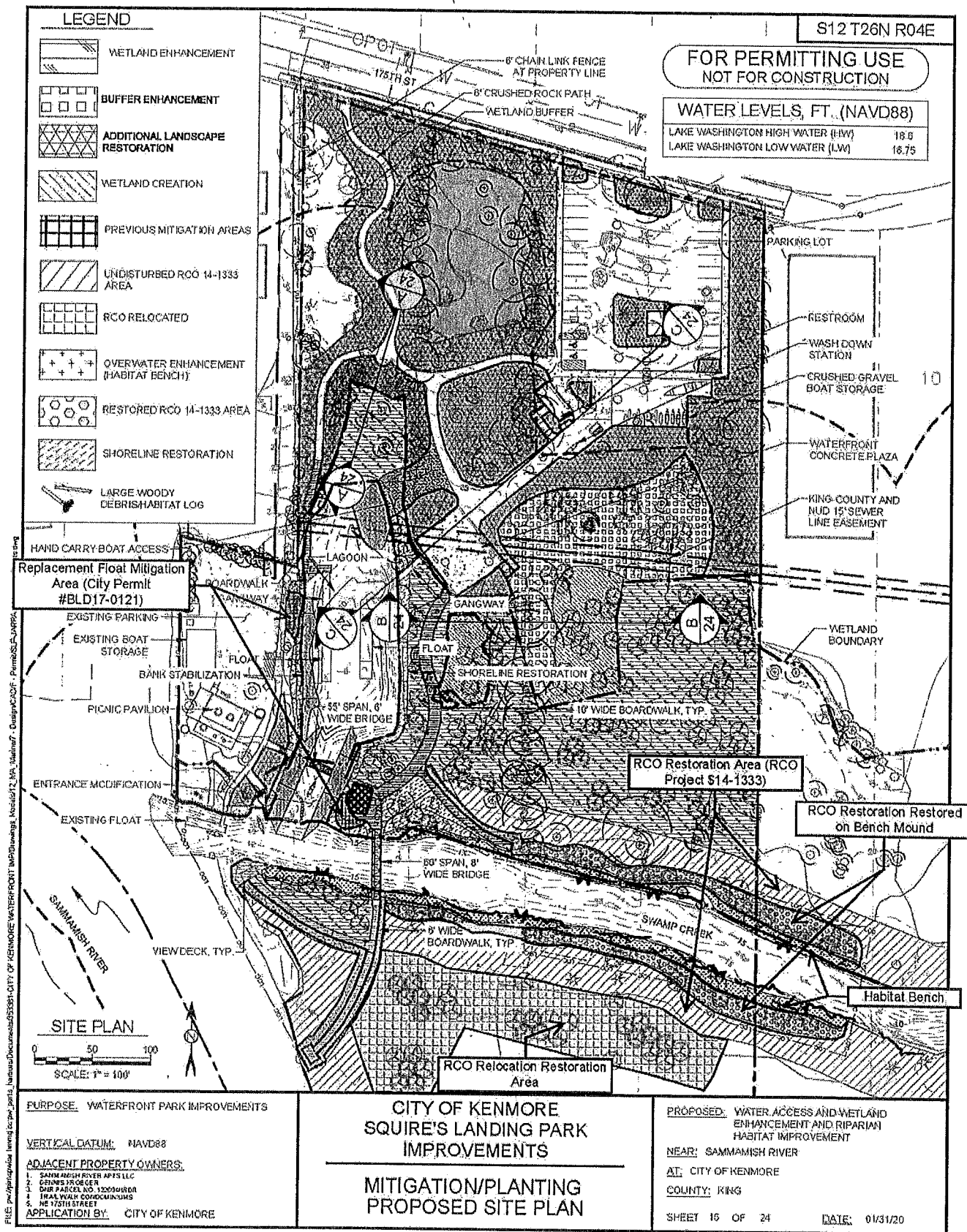


Figure 12. Changes to Existing Restoration Areas, Previous Mitigation Areas, and Additional Landscape Restoration

Source: J.A. Brennan 2019

KCD Grant Application Element (14) Upland & Riparian Restoration

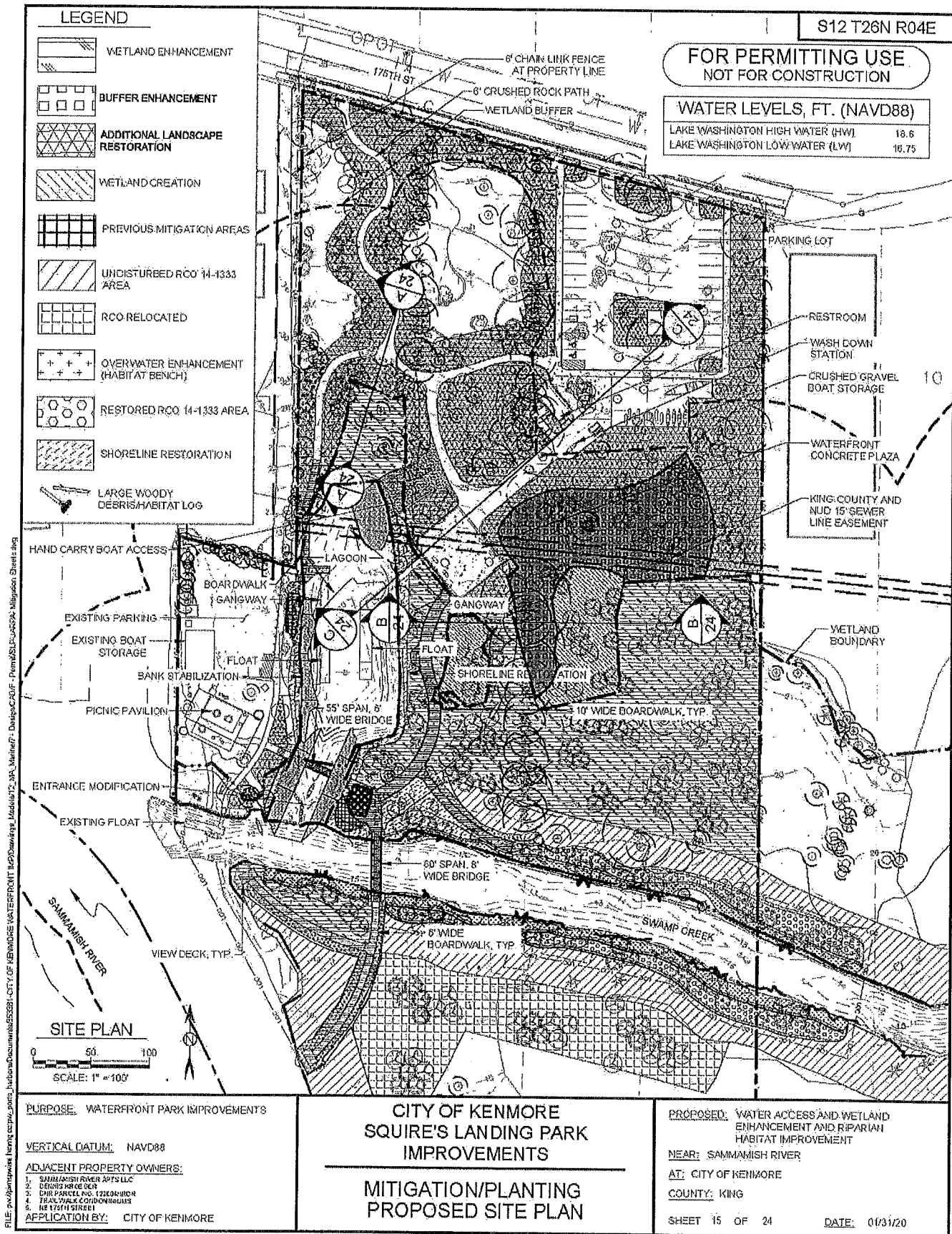


Figure 9. Buffer Enhancement Conceptual Design Location

Source: J.A. Brennan 2019

Source: J.A. Brennan 2019

KCD Grant Application Element (14) Riparian Buffer Enhancement

September 2020

KCD \$3,000 + City Match \$382,375 = \$385,375

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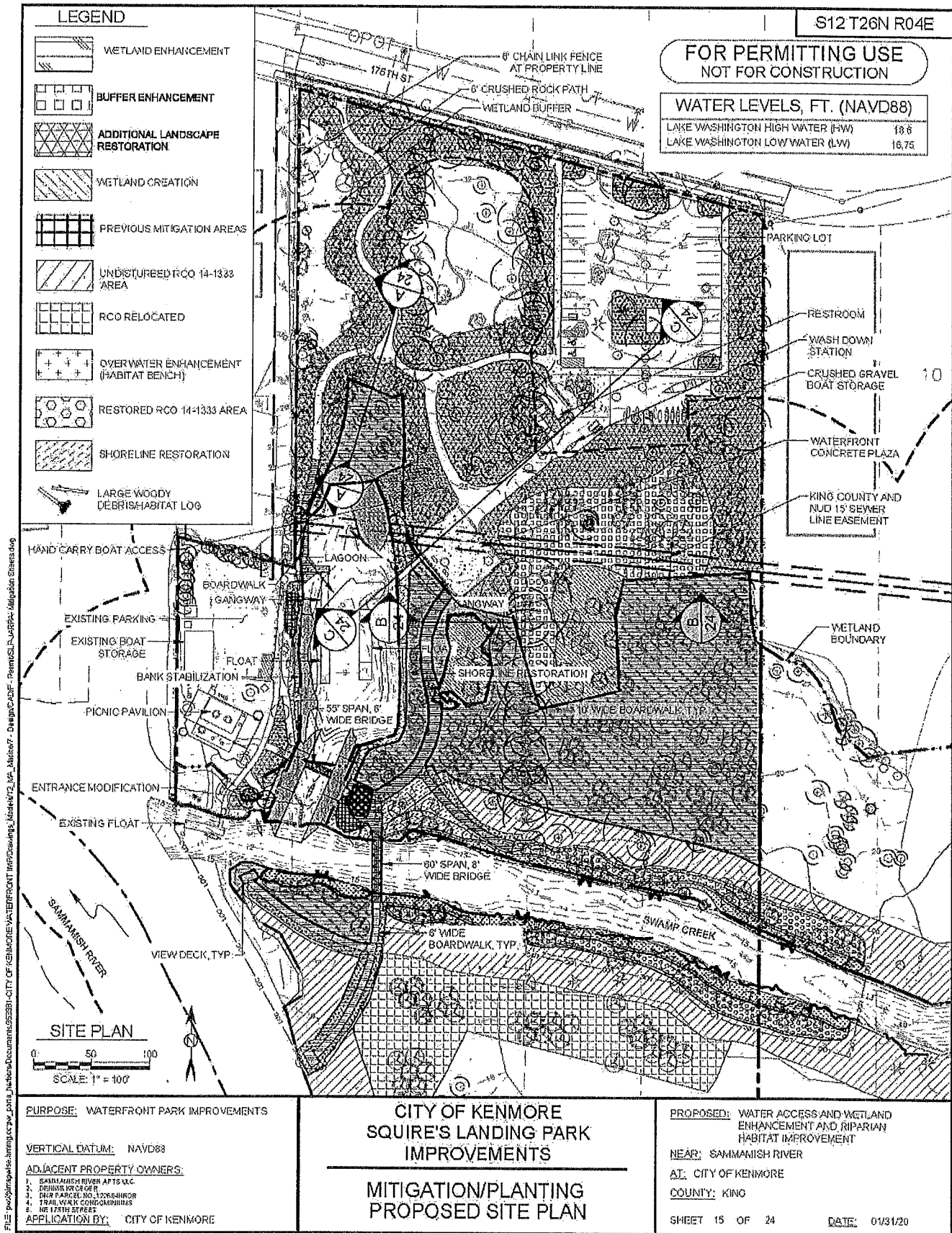


Figure 8. Wetland Enhancement Conceptual Design

Source: J.A. Brennan 2019

KCD Grant Application Element (14) Riparian Restoration -Wetland Enhancement

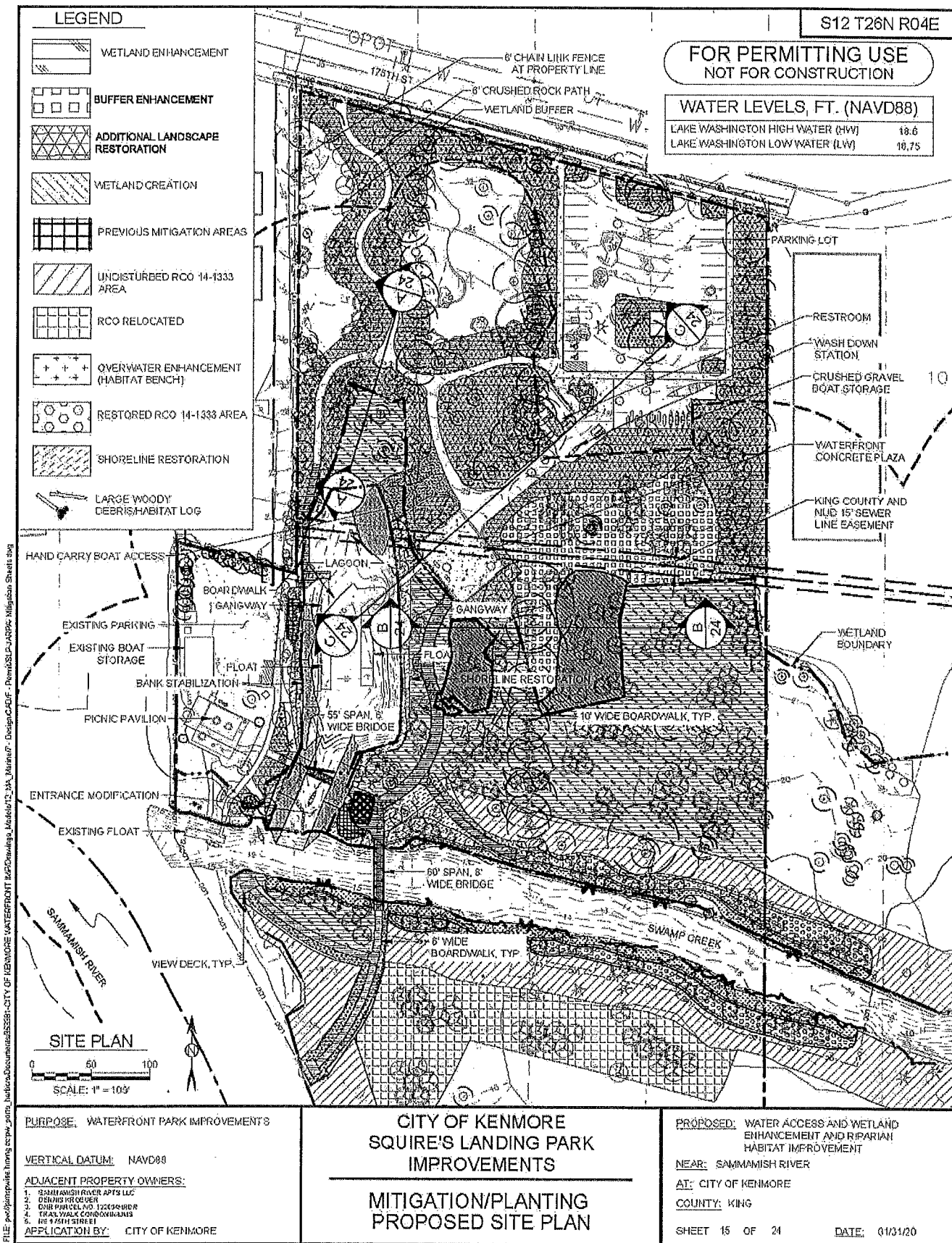


Figure 7. Wetland Creation Conceptual Design

Source: J.A. Brennan 2019

KCD Grant Application Element (14) Riparian Restoration -Wetland Creation

September 2020

KCD \$3,000 + City Match \$382,375 = \$385,375

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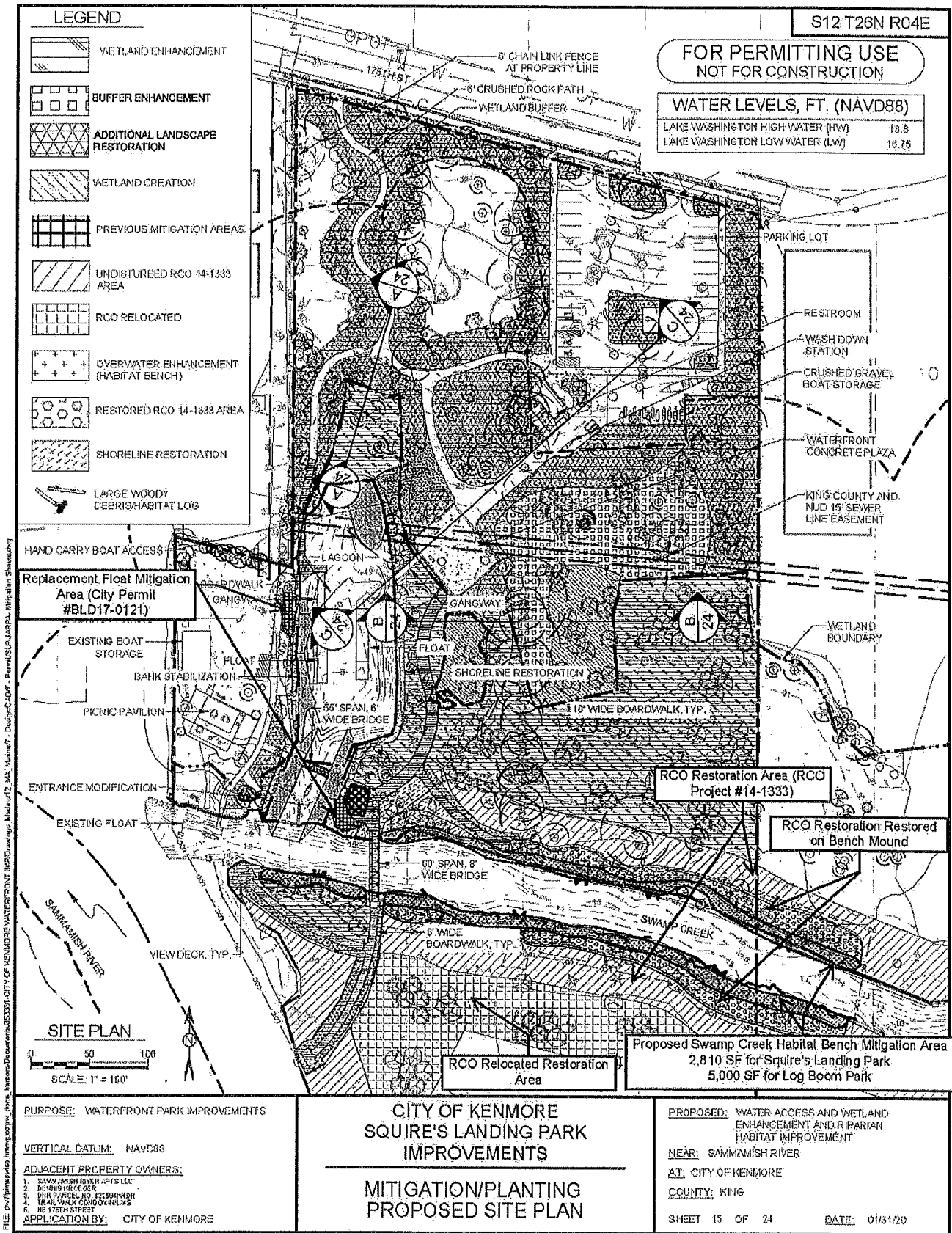


Figure 10. Habitat Bench Conceptual Design

Note: Area shown for mitigation includes Squire's Landing Park (2,810 SF) and Log Boom Park (5,000 SF).

KCD Grant Application Element (15) In-Water Swamp Creek Habitat Benches

the conditions associated with Swamp Creek. Equipment used during construction will include a bucket excavator, floating barge, floating or land-based hammer, and dump truck.

Debris obtained from the excavation work will be removed from the Project site and disposed of at an upland approved location. LWD removed from riparian areas and above OHWM will be placed at appropriate locations in the man-made lagoon (not at the lagoon entrance) or along the Swamp Creek habitat benches.

2.4.12 *Maintenance of Existing Bank Stabilization*

Along 200 feet of the western shoreline of the man-made lagoon, there is an existing non-engineered stone bulkhead above and below OHWM. A portion of the existing bulkhead is on property that is not included in the proposed Project. Retaining the shoreline stabilization is needed to protect the shoreline from erosion by foot traffic of park visitors. The bank of the man-made lagoon supports fishing from the shore and access to dragon boats when tied up between float and shore during all water levels.

During modifications to the lagoon entrance, approximately 120 feet of the stone bulkhead will be removed. The slope cannot be graded to a flat slope sufficient to prevent erosion in this area due to the limited upland space. Therefore, cobble will be placed on the western shoreline to stabilize the slope. The design will use the smallest material possible to stabilize this slope to minimize potential impacts to the adjacent wetland. The footprint of the cobble will be larger than the existing stone bulkhead to achieve a flat, more stable slope. The layer of cobble will be placed below OHWM using land-based equipment. Above OHWM the slope will be regraded and restored as part of the lagoon shoreline restoration work.

During bank stabilization work, BMPs for erosion control and in-water work windows will be implemented (see Section 2.6 below). Equipment used during construction will include an excavator, gator truck, and dump truck.

2.4.13 *Lagoon Shoreline Restoration*

The lagoon is an existing man-made feature composed of overly steepened side slopes and invasive plant species. The shoreline and riparian areas determined to not need bank stabilization will be improved to provide restoration. This will include excavation of over-steepened slopes, placement of topsoil and short-term erosion control fabric to provide short-term stabilization, removal of invasive species, and replanting with native plants and shrubs. Additional details of the lagoon shoreline restoration proposed as mitigation is provided in Section 4.4.3.

For the lagoon shoreline restoration, construction work will occur above OHWM, no land-based equipment will enter the water. Excavation will be accomplished using mechanical equipment operated from the uplands. The excavated material will be placed into an upland staging area

(outside of the OHWM). Jute mat, coir logs, topsoil, and riparian plantings may be used for restoration.

During restoration work, BMPs for erosion control will be implemented (see Section 2.6 below). Temporary erosion control measures such as jute mat and coir logs will be installed along the perimeter of the lagoon to stabilize the restored shoreline. Equipment used during construction will include an excavator, gator truck, and dump truck.

2.4.14 Upland and Riparian Plantings

The purpose of the upland and riparian plantings is to improve the functionality of the existing forested wetland and riparian areas, which will be used as mitigation for the proposed Project within wetlands and buffers. Throughout the park, native trees and shrubs will be planted, which will result in an 89,205-SF (2.05 acres) increase of new or restored/improved vegetated area associated with Project mitigation, and the potential to improve an additional 94,780 SF (2.18 acres) of landscape restoration throughout the Project site. These areas also include removal of invasive species, including English ivy (*Hedera helix*), reed canarygrass, and Himalayan blackberry. Once established, the new riparian plantings will provide shade, overhanging cover, and a source of organic matter for Swamp Creek and the Sammamish River. Trees will also be planted throughout the park.

New plantings are proposed to be native Washington species. The complete list of species is outlined in Section 4.0 below and includes 33 species such as flowering dogwood (*Cornus nuttallii*), cascara buckthorn (*Rhamnus purshiana*), western red cedar, tall Oregon grape (*Mahonia aquifolium*), and mock orange (*Philadelphus lewisii*).

During the upland and riparian plantings, BMPs for erosion control and in-water work control will be implemented (see Section 4.6 below). Equipment used during construction will include rototiller and gator truck.

2.4.15 Habitat Benches Along Swamp Creek

The purpose of the habitat benches is to improve the function of the aquatic habitat along Swamp Creek. The habitat benches are designed to provide vegetated, shallow-water refuge areas along the shoreline for out-migrating juvenile salmonids. Both the Sammamish River and Swamp Creek have been straightened and channelized. According to R2 (2017), the primary months when juvenile salmon and steelhead outmigration occurs is April, May and June. Unpublished habitat suitability criteria data collected by R2 for juvenile salmonids in quiescent off-channel habitats indicate a minimum design depth of 2 feet is needed to provide habitat for juvenile salmonids (R2 2017).

The elevation of the benches are set at an elevation range of 16.5 to 17.5 feet. OHWM occurs at an elevation of 18.6 feet, with low water occurring at 16.7 feet. The benches will be constructed

using land-based equipment. The banks will be graded into benches by excavating material along the shoreline and placing it in mounds in the uplands. Excavation will take place below OHWM. No fill will be used and all excavated material will be used on-site. No material will be placed below OHWM. Additional details of the habitat benches along Swamp Creek proposed as mitigation is provided in Section 4.4.2.

To construct the benches, a mini excavator will be transported to site using a floating low-draft barge to minimize effects to the wetlands. The mini excavator will work within the footprint of the habitat benches to minimize effects to the adjacent wetlands. Temporary effects to the adjacent wetlands may occur if the mini excavator needs to travel outside the habitat bench footprint to avoid existing mature trees or other mature vegetation. Depending on the work season, habitat benches may be constructed in the dry (i.e., during the winter low), but a portion may need to be constructed when the lake level is high and water present. In-water work will be limited to a shallow area and generation of suspended sediment is expected to be low. A debris boom will be installed along the shoreline where the benches are actively being constructed. If the debris boom is not sufficient to meet water quality requirements, then a partial-depth floating silt curtain will be utilized.

BMPs and water quality protection measures will be implemented for conformance with the permit requirements (see Section 2.6 below). A water quality protection plan will be developed based on the contractor's proposed construction methods and site conditions. Equipment used during construction will include a mini-excavator and gator truck.

Debris obtained from the excavation work will be removed from the Project site and disposed of at an upland approved location. LWD removed from riparian areas and above OHWM will be placed at appropriate locations in the man-made lagoon (not at the lagoon entrance) or along the Swamp Creek habitat benches to improve habitat conditions for salmonids and other aquatic species.

2.4.16 *Miscellaneous Site Improvements*

The purpose of the miscellaneous site improvements is to both improve protection of on-site habitat by using fencing and signage that will separate public use of these sensitive areas and to improve the park experience and maintain park amenities. The miscellaneous improvements will include split-rail and cyclone fencing, picnic tables, park benches, trash receptacles, wayfinding signage, interpretive signage, and a kiosk. In addition, Kenmore is planning to add bird boxes within the park based on the expected species located in the area (e.g., native songbirds, ducks). Bird boxes also supports restoration opportunities for Swamp Creek identified in Kenmore's Restoration Plan.

NEW BUSINESS

**King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: November 23, 2020**

AI 20-__

SUBJECT:

An Interlocal Agreement (ILA) between King and Snohomish conservation districts regarding Snohomish Conservation District (SCD) Community Based Stormwater Services (CBSS) within the boundary of King Conservation District (KCD)

FISCAL IMPACT

There is no fiscal impact associated with ILA. The ILA does not make available funding or commit KCD resources. The ILA provides the opportunity to deliver SCD administered CBSS within the boundary of KCD. At such time when an ILA aligned project is identified and agreed upon, funding for the project could include KCD member jurisdiction funds, jurisdiction general funds or external grant funds.

POLICY CONSIDERATION

Over the years, a number of KCD member jurisdictions have requested raingarden installation services, and KCD had to forego these jurisdiction service opportunities due to a lack of technical expertise and program nexus. Beginning in 2014, KCD and SCD have collaborated to deliver SCD CBSS to KCD member jurisdictions. While implemented by agreement, these projects were not associated with overarching ILA. An ILA focused on KCD-SCD CBSS would formalize our interagency collaboration on CBSS and clarify associated procedures.

STAKEHOLDER INTERESTS

- KCD member jurisdictions
- Snohomish CD
- Community members and stakeholders seeking raingarden and community stormwater management services

BACKGROUND

Overview of KCD / SCD Collaboration on CBSS

KCD and SCD have collaborated to deliver CBSS to KCD member jurisdictions since 2014. In 2014, SCD utilized a Boeing Corporation Grant to fund raingarden installation projects in Snohomish and King counties. In 2019 and 2020 the City of Bothell utilized KCD jurisdiction funds through KCD's Contracted Services Strategic Initiative to bring SCD CBSS to several Bothell neighborhood in King County. And this year, the City of Shoreline would like to directly contract with

King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: November 23, 2020

SCD to deliver CBSS as an element of the City's Raingarden Rebate Program. Each example represents a different funding pathway that led to securing SCD CBSS services within the boundary of KCD. An overarching ILA would formalize KCD and SCD future collaboration on CBSS and clarify procedures around inviting, proposing and contracting delivery of SCD CBSS within the boundary of KCD.

Overview of the PSCD Caucus Interlocal Agreement

The current incarnation of the Puget Sound Conservation Districts Caucus (Caucus) form was formed in 2007 to address shared resource management priorities through a model of collective impact. On August 1, 2012, the PSCDs executed an Interlocal Agreement that provides a foundation for interagency collaboration, cooperation and partnerships across the 12 PSCD collective. The ILA establishes the PSCD Caucus, frames collaboration to address regional scale priorities, and provides for sharing personnel. PSCDs enter into programs and services focused ILAs by appendix to the overarching PSCD ILA. KCD has entered into 3 program and project based ILAs by appendix to the overarching PSCD ILA, and KCD is in the process of entering into ILAs with a number of PSCDs in association with the PSCD Regional Forest Stewardship Pilot Program. The KCD-SCD CBSS ILA would be an additional ILA to this list.

EFFECTIVE DATE:

The ILA becomes effective upon adoption

OPTIONS

KCD Board could approve the Chair to sign the ILA without additional Board review. If additional Board review is desired, the next opportunity to discuss the ILA would be December 14, 2020.

RECOMMENDATION

Staff recommends approval of the ILA

MOTION

If the Board takes moves forward at this time to approve the KCD-SCD ILA for CBSS, the following draft Motion

_____ Moved, _____ Seconded; Passed unanimously a motion authorizing the Board Chair to sign the King Conservation District / Snohomish Conservation District Interlocal Agreement for collaboration on delivering Community-based Stormwater Services to jurisdictions within the boundary of KCD.

PSCD Caucus ILA APPENDIX

KCD 2020-01 / SCD 2020-14

**King Conservation District / SCD Conservation District Inter-Local Agreement
Community-based Stormwater Services**

PSCD Caucus ILA Appendix
KCD 2020-01 / SCD 2020-14
Community-based Stormwater Services

This Appendix to the Puget Sound Conservation Districts (PSCD) Interlocal Agreement, effective August 1, 2012, establishes a cooperative effort between Snohomish Conservation District (SCD) AND King County Conservation District (KCD).

The service area of KCD is generally recognized to be consistent with the boundaries of King County (KC), while the service area of SCD is generally recognized to be consistent with the boundaries of Snohomish County.

Snohomish Conservation District has expertise, staffing, and infrastructure to provide Community Based Stormwater Services (CBSS) as one of its core programs. CBSS includes technical assistance, community outreach and education, and staff training, pertaining to Green Stormwater Infrastructure (GSI).

King Conservation District has utilized SCD CBSS-associated expertise, staffing and infrastructure since 2014 to provide green stormwater services to KCD member jurisdictions through KCD's Conservation Services Program, a jurisdiction services program.

This Appendix describes how SCD may collaborate with KCD to deliver CBSS within King County. The purpose of this collaboration is both to provide services within King County that are not available through KCD and to enable expertise transfer from SCD to KCD. The intent is to enable these services while retaining primacy of KCD as the service provider within their district boundaries.

SCOPE OF WORK

Municipalities interested in CBSS may approach either KCD or SCD. Snohomish CD may freely exchange general and technical information with municipalities within King County, including information about the availability of CBSS.

1. Initial request for services

When a municipality within KC requests SCD CBSS services, SCD will inform KCD via email of this initial ask. KCD will provide email consent for SCD to move forward with project proposal development.

If KCD will be a contractual partner to the services, they will be involved in the project proposal development and a party to the contractual arrangements.

If KCD will not be a contractual partner, they may determine whether or how they wish to be involved in project development (scope of work and budget), and related training, consultations, and/or events between SCD and the municipality. KCD will indicate this preference at the time they provide consent for SCD to move forward with project proposal development.

2. Draft SOW and budget

In the scenario that KCD is not a contractual partner, a copy of the draft SOW and budget will be provided to KCD prior to contract execution between SCD and the municipality within KC.

KCD will provide a memo of agreement for SCD to provide services within their District Boundaries.

3. Contract Execution

The memo from KCD authorizing SCD's service provision within the KCD boundary shall be included as an appendix to the CBSS contract between SCD and the KC municipality.

SCD will provide a copy of the executed contract to KCD.

4. Reporting

SCD will provide an annual report to KCD summarizing all contacts and activities in King County.

EFFECTIVE DATES

This Appendix is effective upon signature by both parties and remains in effect until terminated.

AUTHORIZED SIGNATURES

KING CONSERVATION DISTRICT

SNOHOMISH CONSERVATION
DISTRICT

Signature

Name (printed)

Title

Date