

**KING CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING**

July 12th, 2021

4:00 PM to 5:00 PM– via Teleconference Only

Zoom Link: <https://zoom.us/j/99702877811>

Call In Number: (253) 215-8782

Meeting ID: 997 0287 7811

Meeting Agenda

Call to Order

1. Preliminary Matters:

4:00 PM - 4:05 PM

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

2. Consent Agenda:

4:05 PM - 4:10 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 Supervisor.

a) Board Minutes

- 1. 6/08/21 KCD Advisory Committee Meeting
- 2. 6/10/21 KCD Executive Director Search Committee Meeting
- 3. 6/14/21 KCD Board of Supervisors Meeting
- 4. 6/21/21 KCD Executive Director Search Committee Meeting
- 5. 6/22/21 KCD Advisory Committee Election Reform Subcommittee Meeting
- 6. 6/28/21 KCD Grant Subcommittee Meeting

b) LIP Applications

- 1. AI 21-043: John Roderick – Riparian Forest Buffer – Redmond
- 2. AI 21-044: Tyler Chisholm and Megan Mendoza – Riparian Forest Buffer – Redmond
- 3. AI 21-045: Mark and Kandara Dodrill – Waste Storage Facility – Redmond
- 4. AI 21-046: Alex Meizlish – Stream Crossing – Redmond

c) Member Jurisdiction Grant Applications

- 1. AI 21 – 047:Des Moines Farmers Market – Low Income Senior Healthy Eating Campaign - Saavedra
- 2. AI 21 – 048:King County – Keeping Farmers Farming - Saavedra
- 3. AI 21 – 049:City of Bellevue - Overlake Blueberry Farm Spiraea douglasii (Hardhack) Treatment – Saavedra

d) Conservation Commission

- 1. AI 21 – 050: Master Contract

3. Public Comment

4:10 PM - 4:15 PM

4. Finance

4:15 PM - 4:25 PM

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Meeting Agenda

- a) Financial Update – Setel
- 5. Executive Director Report - Setel 4:25 PM - 4:40 PM**
- 6. Unfinished Business 4:40 PM - 5:00 PM**
 - a) Board Governance
 - b) Strategic Plan
 - c) Elections
 - d) Supervisor Reports
- 7. New Business 5:00 PM - 5:35 PM**
 - a) AI 21- 051:Third Crew
 - b) Board Leadership
- 8. Executive Session 5:35 PM - 6:15 PM**
 - a) Per RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment
 - b) Per RCW 42.30.110(1)(i) to discuss litigation/potential litigation/legal risk

Consent Agenda

KING CONSERVATION DISTRICT

Advisory Committee

Meeting Minutes

June 8th, 2021

Committee Members Present: Councilmember Mark Phillips – City of Lake Forest Park; Councilmember Victoria Hunt – City of Issaquah; Councilmember Vanessa Kritzer – City of Redmond; Councilmember Brenda Fincher – City of Renton; Kirstin Haugen – KCD Supervisor; Councilmember Amy McHenry – City of Duvall; Howard Langeveld; Jake Tracy – King County Council; Jeff Boyce – Rural Forest Commission; Councilmember John Stokes – City of Bellevue; Mari Knutson – Rural Forest Commission; Sharon Lerman – City of Seattle, Michael Lufkin – King County

Other Attendees Present: Brittney Bush Bollay – Supervisor; Mark Dostal – KCD Staff; Cynthia Setel – KCD Interim Executive Director; Carrie King – KCD Staff; Liz Stockton – KCD Staff; Alan Chapman – WACD; Alexis Mercedes Rinck – Sound Cities Association; Peter Holte – City of Redmond; Rachel Konrady – City of Kirkland; Nina Rivkin – City of Redmond

Preliminary Matters:

Councilmember Fincher called the meeting to order at 10:00 AM. All attendees introduced themselves.

New Business:

Supervisor Brittney Bush Bollay was formally introduced.

Interim Executive Director Setel provided an update about KCD, the district reorganization, and board development.

Stockton presented the Agricultural Drainage Program.

Michael provided an overview about her work to streamline financial reporting and systems at KCD.

Haugen and Fincher updated the Advisory Committee about the Executive Director search process.

Hunt and Haugen provided an update about the Election Reform Subcommittee.

Hunt moved; Phillips seconded, passed unanimously a motion to approve the statement “The King Conservation District Advisory Committee supports putting Conservation District Board of Supervisor elections on the regular ballot sent to all registered voters.”

Fincher adjourned the meeting at 11:58 AM.

29 Authorized Signature

Date _____

30

31

32

Summary of Motions

33 Hunt moved; Phillips seconded, passed unanimously a motion to approve the statement “The
34 King Conservation District Advisory Committee supports putting Conservation District
35 Board of Supervisor elections on the regular ballot sent to all registered voters.”

36

KING CONSERVATION DISTRICT
EXECUTIVE DIRECTOR SEARCH COMMITTEE
Meeting Minutes

June 10th, 2021

Committee Members Present: Councilmember Brenda Fincher – City of Kent; Kirstin Haugen – Supervisor; Chris Porter – Supervisor

Other Attendees Present: Ed Rogan – The Valtas Group; Lorna Miss – KCD Staff

Preliminary Matters:

Haugen called the meeting to order at 11:04 AM.

New Business:

Rogan provided an update on the Executive Director search process.

Porter moved; Fincher seconded, passed unanimously a motion to adjourn the meeting at 11:28 AM (3-ayes, 0-nays).

Authorized Signature

Date

KING CONSERVATION DISTRICT

Board of Supervisors
Meeting Minutes

June 14th, 2021

1 **Supervisors Present:** Kirstin Haugen – Vice Chair; Bill Knutsen – Auditor; Brittney Bush
2 Bollay – Supervisor; Chris Porter – Supervisor

3 **Guests Present:** Jean Fike – WSCC; Alan Chapman – WACD; Randy Brinson – Third Sector;
4 Pat McCowan – Third Sector; Erin Erickson – Snoqualmie WID

5 **Staff Present:** Lorna Miss; Cynthia Setel; Laura Redmond; Mary Embleton; Brandy Reed;
6 Carrie King; Liz Stockton; Nikki Wolf; Jamie Ward; Amy Michael

7 **Preliminary Matters:**

8 Haugen called the meeting to order at 4:02 PM. All attendees introduced themselves.

9 Haugen asked for any additions or corrections to the agenda. Setel requested an Executive
10 Session be added to the end of the meeting for 20 minutes to discuss pending litigation
11 pursuant to RCW 42.30.110(1)(i).

12 **Porter moved; Knutsen seconded, passed unanimously a motion to approve the**
13 **amended agenda with the addition of a 20-minute executive session to discuss pending**
14 **litigation pursuant to RCW 42.30.110(1)(i) (4-ayes, 0-nays).**

15 **Knutsen moved; Porter seconded, passed unanimously a motion to approve the consent**
16 **agenda (4-ayes, 0-nays).**

17
18 **Public Comment:** None

19 **Finance:**

20 Interim Executive Director Setel introduced financial consultant Amy Michaels. Michaels
21 provided an update on her work at the district to improve financial reporting.

22 **Unfinished Business:**

23 Interim Executive Director Setel provided an update on transitions and her plans for moving
24 the district forward.

25
26 Brinson and McCowan from Third Sector presented their assessment of board development
27 needs. A proposal will be soon be provided to the board outlining next steps for board
28 governance training.

29
30 Haugen gave an update on the Executive Director Search and discussed the timeline.
31

Page 2 of 3
Board of Supervisors Meeting Minutes
June 14th, 2021

32 **Porter moved; Bollay seconded, passed unanimously a motion to extend the Interim**
33 **Executive Director contract through July 31, 2021 (4-ayes, 0-nays).**

34
35 Haugen reported on the election reform committee.

36
37 **New Business:**

38
39 **Bollay moved; Porter seconded, passed unanimously a motion to approve the**
40 **appointment of Sarah Reyneveld as the alternate urban resident to the Advisory**
41 **Committee (4-ayes, 0-nays).**

42 Ward provided an update and outlined his plan for improving human resources at the district.

43 **Executive Session:**

44
45 Haugen indicated that the Board would be moving into an Executive Session for the purpose
46 of discussing pending litigation pursuant to RCW 42.30.110(1)(i). Haugen stated that the
47 Executive Session would last approximately 20 minutes, unless extended. The Board moved
48 into Executive Session at 5:05 PM, using a separate teleconference line. The Board meeting
49 was reconvened by Haugen at 5:25 PM. No decisions, actions, or motions were made
50 following the session.

51 There was no more business before the Board.

52
53 **Porter moved; Bollay seconded, passed unanimously a motion to adjourn the meeting**
54 **at 5:25 PM (4-ayes, 0-nays).**

55
56
57
58 _____
59 Authorized Signature

_____ Date

60
61 **Summary of Motions**

62 **Porter moved; Knutsen seconded, passed unanimously a motion to approve the**
63 **amended agenda with the addition of a 20-minute executive session to discuss pending**
64 **litigation pursuant to RCW 42.30.110(1)(i) (4-ayes, 0-nays).**

65 **Knutsen moved; Porter seconded, passed unanimously a motion to approve the consent**
66 **agenda (4-ayes, 0-nays).**

KING CONSERVATION DISTRICT
EXECUTIVE DIRECTOR SEARCH COMMITTEE
Meeting Minutes

June 21st , 2021

Committee Members Present: Councilmember Brenda Fincher – City of Kent; Christie True – King County, Kirstin Haugen – Supervisor; Chris Porter – Supervisor; Burr Mosby – Supervisor

Other Attendees Present: Ed Rogan – The Valtas Group; Amy Burton – The Valtas Group; Lorna Miss – KCD Staff, Carmela Ennis – King County Council

Preliminary Matters:

Haugen called the meeting to order at 1:03 PM.

Fincher moved; True seconded, passed unanimously a motion to approve the agenda (4-ayes, 0-nays).

New Business:

Haugen indicated that the Committee would be moving into Executive Session to evaluate the qualifications of an applicant for public employment pursuant to RCW 42.30.110(1)(g). Haugen stated that the Executive Session would last approximately 1 hour and 55 minutes, unless extended. The Committee moved into Executive Session at 1:05 PM, using a separate teleconference line. The meeting was reconvened by Haugen at 3:00 PM. No decisions, actions, or motions were made following the session.

There was no more business before the Committee.

Fincher moved; Haugen seconded, passed unanimously a motion to adjourn the meeting at 3:01 PM (2-ayes, 0-nays).

Authorized Signature

Date

KING CONSERVATION DISTRICT

Advisory Committee

Election Reform Subcommittee

Meeting Minutes

June 22nd, 2021

1 **Committee Members Present:** Councilmember Mark Phillips – City of Lake Forest Park;
2 Councilmember Victoria Hunt – City of Issaquah; Councilmember Vanessa Kritzer – City of
3 Redmond; Councilmember Kelli Curtis – City of Kirkland; Kirstin Haugen – KCD Supervisor

4 **Other Attendees Present:** Lorna Miss – KCD Staff; Mark Dostal – KCD Staff; Liz Clark – KCD
5 Staff; Cynthia Setel – KCD Interim Executive Director; Julie Wise – Director, King County
6 Elections; William Cavecche – King County Elections

7 **Preliminary Matters:**

8 Councilmember Kritzer called the meeting to order at 2:03PM. All attendees introduced
9 themselves.

10 **Curtis moved, Phillips seconded, passed unanimously a motion to adopt the agenda (5 ayes,**
11 **0 nays).**

12 **New Business:**

13

14 The committee discussed potential legislative and partner outreach strategy.

15

16 Kritzer adjourned the meeting at 3:01PM.

KING CONSERVATION DISTRICT

Board of Supervisors

Grant Subcommittee Meeting

Meeting Minutes

Monday, June 28th, 2021

1 **Supervisors Present**, Burr Mosby– Chair

2 **Associate Supervisors Present:** None.

3 **Guests Present:** None

4 **Staff Present:** Jessica Saavedra, Mary Embleton, Cynthia Setel, Jamie Ward

5 **Preliminary Matters:**

6 Meeting called to order at 3:10 pm by Burr Mosby. Saavedra gave a presentation on equity in
7 grant making at KCD and was asked to present it to the full board in the future.

8 **Applications**

9 The following three Member Jurisdiction grant applications were reviewed and recommended for
10 approval by Chair Mosby at the next Board of Supervisors meeting

- 11 1. Des Moines Farmers Market – 2021 Low Income Senior Healthy Eating
12 Campaign
- 13 2. King County – 2021 Keeping Farmers Farming
- 14 3. City of Bellevue - Overlake Blueberry Farm Spiraea douglasii (Hardhack)
15 Treatment

16

17 **Amendments**

18 The following Member Jurisdiction and Regional Food System grant amendment requests were
19 reviewed and approved by Chair Mosby.

- 20 1. City of Sammamish – 2020-2021 Stormwater Outreach
21 • Extending the completion date from 12/31/20 to 7/31/21
- 22 2. Viva Farms - Project Title: Breaking Ground: Removing Barriers in Food
23 Production through Tractor Training and Increased Farm Efficiency
24 • Reallocating funds to capture the actual cost of purchasing a tractor

25 Embleton informed the group about a project wishing to change the PI for WSU from King
26 County to Snohomish County.

27

28

KING CONSERVATION DISTRICT

Board of Supervisors

Grant Subcommittee Meeting

Meeting Minutes

Monday, June 28th, 2021

29 **Close outs**

30 The following Member Jurisdiction and Regional Food System grant close out reports were
31 reviewed and approved by Chair Mosby.

- 32 1. City of Kirkland – 2019-2020 Implementation of the 20-Year Forest and
33 Natural Area Restoration Plan “Green Kirkland Partnership”
34 2. King County – Local Food Facility Feasibility Study
35 3. Goose and Gander – Addressing the Farm Infrastructure Gap
36

37 The meeting adjourned by Chair Mosby at 4:22 pm.

38 _____

39 Authorized Signature

Date

King Conservation District Landowner Incentive Program
2021 February Awards

BUDGET SUMMARY	
Total- Cost-share Budget	\$506,300.00
Total- Cost-share Awarded	\$161,884.98
2021 Awards	\$140,269.98
June Award Cycle	\$21,615.00
Cost-share Budget Remaining	\$344,415.02
Funds Available to Reallocate	\$648.45
Adjusted Balance Available for FY 2021	\$345,063.47

COST SHARE AWARD DETAIL- June Cycle									
Last Name	First Name	Best Management Practice	Award Amount	Completion Date	Acres	Feet	Plants	Qty	
Dotson & Scholnick	Kristen & Bryan	Forest Health Management	\$ 21,615.00	12/31/2024	12.27	0	560		
Total			\$21,615.00		12.27	0.00	560		

COST-SHARE FUNDS AVAILABLE TO REALLOCATE (Prior & Current Year Contracts, Cancelled or Closed Under Budget During CY 2021)		
Status	Number of Contracts	Amount
Closed Underbudget	2 \$	648.45
Cancelled	0 \$	-
	2 \$	648.45

King Conservation District Board of Supervisors Meeting 07/12/2021
Agenda Action Briefing/Report AI 21-

AI21-043

SUBJECT:

Approve KCD Landowner Incentive Program cost-share application from John Roderick, for a Riparian Forest Buffer, in the amount of \$10,575.00.

FISCAL IMPACT

The current balance of cost-share funding for KCD LIP 2021 is summarized in the following table:

2021 LIP Cost-share Available	\$323,137.43
Current Request	\$ 10,575.00
Balance Remaining	\$312,562.42

POLICY CONSIDERATION

This proposed cost-share contract has been vetted through a staff approval committee and meets NRCS standards for the applicable best management practice (BMP). The application has been advanced for due pass by the Board of Supervisors.

STAKEHOLDER INTERESTS

- District cooperators working with District farm management, forestry and aquatic area enhancement programs
- King CD Board members and staff
- NRCS

BACKGROUND

The Roderick's property is located along Normandy Creek (WRIA 9) on a 1.03 acre single family residential parcel in the City of Normandy Park. The creek flows northwest through a ~0.7 acre ravine on the property. The ravine has large infestations of English ivy, laurel, and Italian arum. Bindweed, English holly, Himalayan blackberry, reed canarygrass, and yellow archangel are also present. Much of the stream reach is armored with rocks and other pieces of rubble. The landowner has performed some invasive control work and planted a couple rows of native species along Normandy Park Drive SW and SW 192nd St.

This project proposes to enhance 31,150 square feet of riparian forest buffer along 480 shoreline feet of Normandy Creek. Both the southwest and the northeast side of the creek will be restored at an average buffer width of 60-70 ft. Bindweed, English holly, English ivy, Himalayan blackberry, Italian arum, laurel, reed canarygrass, and yellow archangel will be controlled through an integrated pest management approach following King County Noxious Weed Best Management Practices. A total of 955 native trees, shrubs, groundcovers, and emergents will be planted.

EFFECTIVE DATE

The cost-share award will become effective upon approval by the Board of Supervisors and the LIP contract will become effective upon signature by a Board representative.

RECOMMENDATION

Staff seeks Board approval of Landowner Incentive Program cost-share application from John Roderick, for a Riparian Forest Buffer, in the amount of \$10,575.00.

MOTION

King Conservation District Board of Supervisors Meeting 07/12/2021

Agenda Action Briefing/Report AI 21-

_____ Moved, _____ Seconded; Passed a motion to Approve KCD Landowner Incentive Program cost-share application from John Roderick, for a Riparian Forest Buffer, in the amount of \$10,575.00.

KING CONSERVATION DISTRICT (KCD) LANDOWNER INCENTIVE PROGRAM APPLICATION

Aquatic Area Enhancement Project

Section 1. Applicant (If applicant is not the landowner, then landowner must also sign the agreement)

Applicant Name: John Roderick		Farm/Business Name: N/A	
Mailing Address: 19221 Normandy Park Dr SW Normandy Park, WA 98166		Project Address: 19221 Normandy Park Dr SW Normandy Park, WA 98166	
Phone (home): 206-909-9505		Phone (work/mobile):	
Email Address: john.roderick@gmail.com		KCD Staff: Ashley Allan	
Parcel #(s): 6117501120	<input checked="" type="checkbox"/> Incorporated <input type="checkbox"/> Unincorporated	Total Farm/Land Acreage: 1.03	<input checked="" type="checkbox"/> T.A. <input type="checkbox"/> Farm Plan <input type="checkbox"/> Forest Plan
Is email an acceptable primary form of communication?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Would you like to be added to our newsletter list?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Section 2. Project Information

Best Management Practice (BMP):	Riparian Forest Buffer
Project Completion Date (month and year): March 2022	
<p>Current Site Conditions (Provide a brief summary of resource management problem addressed by BMP: note streams, wetlands, and steep slopes near or within the project area):</p> <p>The project is located along Normandy Creek (WRIA 9) on a 1.03 acre single family residential parcel in the City of Normandy Park. The creek flows northwest through a ~0.7 acre ravine on the property. The ravine has large infestations of English ivy, laurel, and Italian arum. Bindweed, English holly, Himalayan blackberry, reed canarygrass, and yellow archangel are also present. Much of the stream reach is armored with rocks and other pieces of rubble. The landowner has performed some invasive control work and planted a couple rows of native species along Normandy Park Drive SW and SW 192nd St.</p>	
<p>Project Details (Provide a brief summary of the project. Include acres treated, linear feet of stream enhanced, length of fence, types and numbers of plants, etc.):</p> <p>The project will enhance 31,150 square feet of riparian forest buffer along 480 shoreline feet of Normandy Creek. Both the southwest and the northeast side of the creek will be restored at an average buffer width of 60-70 ft. Bindweed, English holly, English ivy, Himalayan blackberry, Italian arum, laurel, reed canarygrass, and yellow archangel will be controlled through an integrated pest management approach following King County Noxious Weed Best Management Practices. A total of 955 native trees, shrubs, groundcovers, and emergents will be planted. Native species will include: Cascara, Western red cedar, grand fir, western hemlock, red osier dogwood, salmonberry, red elderberry, spirea, beaked hazelnut, oceanspray, tall Oregon grape, osoberry, Pacific rhododendron, thimbleberry, snowberry, evergreen huckleberry, red huckleberry, deer fern, salal, low Oregon grape, sword fern, slough sedge, and small fruited bulrush.</p>	
<p>Maintenance Plan:</p> <p>King CD will maintain the project for 3-5 growing seasons. Activities will include control of invasive species and replanting if survivorship falls below 80%. The landowner is responsible for maintaining the project and providing photos for the remaining 10-12 years of the practice. Photos must be submitted by 9/1 of each year.</p>	

Permits (List all permits required to complete this project):

WSDA and DOE: Aquatic Noxious Weed Control General Permit
City of Normandy Park: Critical Areas Review – Minor Activities

Photos: KCD Resource Planner must submit before photos with this application.

Section 3. Cost-share Programs

A. Have you previously applied for cost-share through the KCD Landowner Incentive Program (LIP)?

☐ Yes ☐ No

If yes, please list contract number and BMP below:

B. Are you applying for (or received) funding (cost-share or grants) through other agencies or programs?

☐ Yes ☐ No

Please describe below:

1. King County Cost-share

Please list practices and date installed below:

2. NRCS EQIP (Natural Resources Conservation Service's Environmental Quality Incentive Program)

Please list practices and date installed below:

3. Other

Please list agency and describe project:

Other Cost-Share History/Notes:

Section 4. Budget (attached as Exhibit A)

KCD will plan and install the Best Management Practice (BMP) on behalf of the Applicant. A detail of the project budget with line items for planning, installation, maintenance and cost-share ratios are attached as Exhibit A. Upon BMP installation, KCD will invoice the Applicant for the Applicant Cost-share listed in the following table. Applicant cost-share is due 30 days after receipt of a KCD invoice.

Program Cost-share	Cost-share Ratio	Amount
King CD Landowner Incentive Program	40%	\$ 10,575.00
King CD Aquatic Area Enhancement Program	50%	\$ 13,218.75
Washington State Conservation Commission	%	\$ 0.00
Other (specify) -	%	\$ 0.00
Other (specify) -	%	\$ 0.00
Applicant Cost-share	10%	\$ 2,643.75
TOTAL	100%	\$ 26,437.50

Section 5. Education and Outreach

KCD encourages public education through demonstration projects. Demonstration projects are used to educate other landowners about innovative ways to address natural resource concerns. A demonstration project may be showcased in a guided tour, or featured in presentations or written fact sheets.

A. Will you consider becoming a demonstration project?

☒ Yes ☐ No

Section 6. Maintenance and Monitoring Expectations

The applicant is responsible to maintain the Best Management Practice (BMP) to standard as detailed in the attached Job Sheet for the lifetime of the BMP.

- ☒ A. I understand the lifetime of the BMP is 15 years.
- ☒ B. I understand KCD will coordinate and conduct maintenance and replanting for the first three years of the lifetime of the BMP. After that, KCD will work with the Applicant to verify proper maintenance of the installed BMP. Verification of maintenance includes a combination of site visits with KCD staff members who will take photos of the project, and annual photo documentation submitted by the applicant for the lifetime listed in Section 6A.
- ☒ C. I understand I am obligated to maintain and monitor the BMP for the lifetime listed in Section 6A.

Section 7. Application and Agreement

I request financial assistance (cost-share) under the KCD LIP to install the Best Management Practice (BMP) described in this application and detailed in the attached *Job Sheet and Map*. This practice is needed to solve the natural resource problems described in Section 2 of this application. This Agreement expires if the project is not completed by the specified completion date in Section 2 or in an approved timeline revision request. JMR (Initial Here)

I authorize KCD to secure the applicable local, state and federal permits and to install the BMP on my behalf, and I agree to work cooperatively with KCD to obtain these permits. JMR (Initial Here)

I agree to work cooperatively with KCD to ensure the funded BMP is maintained consistent with the design life identified in the attached Job Sheet and in Section 6 of this application. JMR (Initial Here)

I agree to indemnify, defend, and hold harmless KCD, its elected or appointed officials, employees and agents, from all claims, alleged liability, damages, losses to or death of person or damage to property allegedly resulting from the negligent or intentional acts of the applicant or any of its employees or agents which may occur during the course of KCD's performance of the installation of the BMP provided in connection with this Agreement. JMR (Initial Here)

I represent that the information provided in Section 3 of this application is a full disclosure of all other natural resource financial cost-share relationships in which I have or am participating. JMR (Initial Here)

I understand that LIP cost-share is contingent upon installing the BMP to the minimum standard planned by KCD, and that KCD will verify and photo document standard compliance through its coordination of BMP installation. JMR (Initial Here)

I understand that in cases where I become the recipient of a KCD LIP cost-share reimbursement there may be federal tax liability associated with the reimbursement. When this occurs, KCD will issue a 1099-G for reimbursements made through the LIP. I understand that KCD cannot provide advice with respect to the tax liability associated with LIP cost-share reimbursements. JMR (Initial Here)

I understand that I am applying for public funding and am responsible for notifying a buyer upon sale or loss of the property of the installed BMP. If I sell or lose control of the property covered by this Agreement and the new owner or transferee does not assume responsibility for maintaining the installed BMP as required by this Agreement, I may be required to refund all or a portion of cost-share reimbursements received through this Agreement. In the event litigation is commenced by KCD to recover a refund of any cost-share reimbursements received through this Agreement, attorney's fees and costs incurred by the prevailing party in such action shall be paid by the non-prevailing party. JMR (Initial Here)

I give permission to KCD to photograph my property to document the site conditions and/or the implementation and maintenance of the funded practice. In the event that I or any of my family members or dependents choose to be photographed in a setting that reflects the assistance provided by KCD, I give KCD permission to publish such photographs in KCD promotional literature, advertising, social media, and other public displays. The photographs will be the property of KCD and may be used by KCD at any time, in the manner described above, without my additional consent. JMR (Initial Here)

I understand that this Agreement is subject to disclosure under the Public Records Act, Chapter 42.56 RCW. JMR (Initial Here)

I understand that I will no longer be eligible for KCD cost-share funds if one or more of the following occurs: JMR (Initial Here)

- a. The KCD funded BMP fails within its design life due to circumstances within my control (e.g., neglect, failure to maintain the BMP, destruction of the BMP before expiration of the design life, or other actions which cause the KCD funded BMP to become non-viable).

Note: Landowners are not responsible for BMP failure caused by circumstances beyond their control (e.g. fire, flood, storm damage, etc.)

- b. I relinquish or lose ownership of equipment purchased with KCD cost-share.
c. The KCD funded BMP is not being used for the intended purpose (e.g. cross fencing purchased with KCD funding, but no animals on property).
d. I cancel two cost-share contracts awarded through the KCD Landowner Incentive Program.
e. I deny KCD staff access to my property to verify BMP maintenance.

I understand KCD will provide two signs, an LIP sign and aquatic area buffer sign, free of charge, and I agree that: JMR (Initial Here)

- a. I will select a visible location on my property for display of the LIP sign and will install it.
b. KCD will install the aquatic area buffer sign adjacent to the installed aquatic area enhancement project.
c. I will maintain the signs and keep them free of visual barriers for at least five years after installation.
d. I am not responsible for damage to the sign that is beyond my control (e.g. auto accident, storm damage, vandalism, etc.)

John Roderick

06/16/20



John Roderick

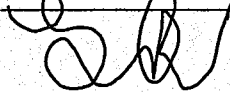
Signature of applicant

Date

Signature of Landowner (if applicant if Lessee)

Date

FOR KCD OFFICE USE

	06/30/2021
Approved for Award (KCD LIP Coordinator)	Date
Approved for Funding (KCD Management)	Date
	LIP ID:



JOB SHEET

Aquatic Area Buffer Planting- Riparian Forest Buffer

Landowner: John Roderick	Lifetime of Practice: 15 years
--------------------------	--------------------------------

Purpose (check all that apply)	
<input type="checkbox"/> Create shade to lower or maintain water temperatures to improve habitat for aquatic organisms	<input checked="" type="checkbox"/> Improve forest health reducing the potential of damage from pests and moisture stress
<input checked="" type="checkbox"/> Create or improve riparian habitat and provide a source of detritus and large woody debris	<input checked="" type="checkbox"/> Restore natural riparian plant communities
<input type="checkbox"/> Reduce excess amounts of pollutants in surface runoff and reduce excess nutrients and chemicals in shallow groundwater flow	<input checked="" type="checkbox"/> Improve wildlife habitat
<input type="checkbox"/> Reduce pesticide drift entering water body	<input type="checkbox"/> Increase carbon storage in vegetation and soils, and increase biomass in soils

Current Site Conditions *Provide a summary of the resource management problems addressed by the BMP. Also note any other current conditions pertinent to the project (slopes, erosion, flow, drainage)*

The project is located along Normandy Creek (WRIA 9) on a 1.03 acre single family residential parcel in the City of Normandy Park. The creek flows northwest through a ~0.7 acre ravine on the property. The ravine has large infestations of English ivy, laurel, and Italian arum. Bindweed, English holly, Himalayan blackberry, reed canarygrass, and yellow archangel are also present. Most of the stream reach is armored with rocks and other pieces of rubble. The landowner has performed some invasive weed control work and planted a couple rows of native species along Normandy Park Drive SW and SW 192nd St.

Riparian Forest Buffer Practice and Details Provide the following:

- 1) a basic description of the proposed planting area
- 2) calculate and record the square footage (acreage) of the planting area, the number of trees and shrubs to be planted, the linear footage of stream enhanced, the average and minimum width of the buffer:
- 3) list any native plant species currently existing on site
- 4) list native trees and shrubs selected for the project
- 5) please attach your proposed planting plan

1) & 2) The project will enhance 31,150 square feet of riparian forest buffer along 480 shoreline feet of Normandy Creek. The restored buffer will be an average of 60-70 ft wide on both sides of the creek. A total of 955 native trees, shrubs, and groundcovers will be installed.

3) Red alder, big leaf maple, Douglas-fir, western red cedar, western hemlock, beaked hazelnut, salmonberry, osoberry, sword fern

4) Cascara, Western red cedar, grand fir, western hemlock, red osier dogwood, salmonberry, red elderberry, spirea, beaked hazelnut, oceanspray, tall Oregon grape, osoberry, Pacific rhododendron, thimbleberry, snowberry, evergreen huckleberry, red huckleberry, deer fern, salal, low Oregon grape, sword fern, slough sedge, small fruited bulrush

5) Planting plan attached.

Permits *Are there any permits necessary for the project? If so, please list below and include a copy of the permit*

Washington State Department of Agriculture and Washington State Department of Ecology: Aquatic Noxious Weed Control General Permit, Permit # WAG993000

City of Normandy Park: Critical Areas Review – Minor Activities, To be obtained

Type and Source of Plant Material *Will you use potted plants, bareroot plants, b&b plants or a combination? Where will you get the plants from and when?*

Plant material will be native species adapted to the site to minimize maintenance and care.

King Conservation District, the contractor, will plant ½ and 1 gallon potted and bareroot material sourced from the Puget Sound region. If additional plant material is purchased to augment the initial planting, that material can be bareroot, plug, live stake, or potted nursery stock.

Site Preparation *List what method(s) of site preparation will be used, who will be doing the work, when will the work be done.*

Weed Control Prescriptions:

Himalayan Blackberry Control

- *Manual Control (prescribed for project installation and maintenance):* Blackberry canes will be cut to 1 foot in height and then the roots will be dug out. While labor intensive, thorough removal of blackberry roots in this manner can reduce the blackberry population and cover in the prepared area by 90 – 95%.
- *Chemical Control (prescribed for project installation and maintenance):* Foliar spot spray applications will be made to control blackberry. Applications shall be made in accordance with best management practices. Applications shall abide by all local and state codes. For more information, please consult a KCD planner and King County Noxious Weed Control Program Best Management Practices.

English Ivy Control

- *Manual Control (prescribed for project installation and maintenance):*
- Ivy vines and roots will be hand pulled. Flowering or fruiting portions within reach will be bagged for removal from the site. All stems/roots shall be removed from soil contact and composted. If composting any material on site, cardboard or branches shall be used to create a raised platform.
- Vertical ivy on trees will be controlled by girdling. Ivy vines will be cut at shoulder height and removed from the base of trees in order to eliminate nutrient transport from the roots of ground ivy to the leaves and stems growing into the canopy of the tree. Removed vine and root fragments will be composted.
- *Chemical Control (prescribed for project installation and maintenance):* Ivy will receive foliar spray treatments and thick, mature ivy vines will be injected with herbicide pellets. Applications shall be made in accordance with best management practices. Applications shall abide by all local and state codes. For more information, please consult a KCD planner and King County Noxious Weed Control Program Best Management Practices.

Italian Arum

- *Manual Control (prescribed for project maintenance):* All roots and tubers will be carefully dug out. All roots, bulbs, fruits, or tubers that are removed will be put in a sealed bag and disposed of in the trash.
- *Chemical Control (prescribed for project installation and maintenance):* Applications shall be made in accordance with best management practices. Applications shall abide by all local and state codes. For more information, please consult a KCD planner and King County Noxious Weed Control Program Best Management Practices.
- Italian arum is very difficult to eradicate and all control methods may require several years of follow-up efforts.

Holly & Laurel Control

- *Manual Control (prescribed for project installation and maintenance):* Only applicable for control of small plants. Small plants and their roots will be dug up when the soil is moist. Regular checks will be made to monitor for regrowth.
- *Chemical Control (prescribed for project installation and maintenance):* Large plants will be injected with herbicide pellets. Applications shall be made in accordance with best management practices. Applications shall abide by all local and state codes. For more information, please consult a KCD planner and King County Noxious Weed Control Program Best Management Practices.

Yellow Archangel

- *Manual Control (prescribed for project installation and maintenance):* Roots will be carefully hand pulled in fall through early spring.
- *Chemical Control (prescribed for project installation and maintenance):* Yellow archangel will receive foliar spray treatments. Herbicide treatments are most effective when the plant is actively growing. Re-treatment will likely be necessary. Applications shall be made in accordance with best management practices. Applications shall abide by all local and state codes. For more information, please consult a KCD planner and King County Noxious Weed Control Program Best Management Practices.

Morning Glory/Bindweed Control

- *Manual Control (prescribed for project installation and maintenance):* Manual control of bindweed is difficult and must span many growing seasons. Bindweed has extensive root and rhizome systems that can live without light and re-sprout from small fragments. Bindweed roots and rhizomes will be hand pulled over multiple years.

Reed Canarygrass Control

- *Manual Control (prescribed for project installation and maintenance):* Over the first 3-5 years, reed canarygrass will be stomped down to reduce competition for light.
- *Cultural Control:* Shading is highly effective in reducing reed canary grass stands over time. Trees and shrubs will be densely planted to support long-term grass suppression.

Care and Temporary Storage of Purchased Plant Material *Upon receiving the plant material, where will you store it and how will you care for it?*

All plant material will be stored in a cool location and well-watered prior to planting. In the case of bareroot plants, inventory will be held in the source refrigerated facility as long as possible prior to planting. After removal from a temperature-controlled environment, bareroot stock will be heeled-in to a soil bed or mulch pile until it is planted.

Installation *Provide the following details: 1) Plant Installation Prescription: 2) Plant Protection Prescription: 3) Weed Suppression Prescription: 4) Erosion Control Prescription*

1) Plant Installation Prescription:

Potted Inventory: Potted plant material will be shovel planted to the same depth that the plant grew in the pot. Plants will be well-watered prior to planting. The hole for the container material will be twice the size of the plant's pot. The hole will be backfilled with native soil.

Bareroot Inventory: Bareroot plants will be shovel planted to the same depth that they grew in the nursery fields. Roots will be placed in a natural position in the soil without being crowded or turned up. Holes will be backfilled with native soil. Soil will be packed firmly around the root systems.

2) Plant Protection Prescription:

Plant Protectors: Plant protectors will be installed around plants and secured closed. The bottom of the protective tube will be flush with the soil and held in place with bamboo woven through the tube and installed firmly into the soil.

Tree Protectors: 5 ft tall fencing will be installed around newly planted Western red cedar. Fencing will be secured in place with 4 ft long wood stakes.

Fencing *Is fencing going to be installed? If so, what type, who will install it and when?*

No fencing will be installed.

Planting Project Maintenance and Monitoring *The planting must be inspected periodically and protected from damage so proper function is maintained. The goal for the project is to reach 80% survival after 3 years. Please describe the maintenance and monitoring plan.*

King CD will maintain the project for 3-5 growing seasons. Maintenance activities will include control of invasive species and replanting if survivorship falls below 80%. The landowner is responsible for maintaining the project and providing photo documentation of practice maintenance for the remaining 10-12 years of the practice. Photos must be submitted by September 1st of each year.

Treatments will be inspected periodically so proper function is maintained and resource damage is minimized. Inspections will include assessment of insects, disease and other pests, storm damage, and damage by trespass. The results of inspections shall determine the need for additional treatment under this practice.

Dead or dying trees and shrubs will be replaced and competing vegetation will be controlled to support successful establishment. Large dead and dying trees will be kept for cavity nesting wildlife and bird species and as a source of downed wood in the understory and in adjacent or interior aquatic habitats.

Treatment areas will be monitored for re-growth of non-native/invasive species and will be controlled accordingly. Weed control techniques prescribed in the Site Preparation section of this document will be utilized. Species to monitor include bindweed, English holly, English ivy, Himalayan blackberry, Italian arum, laurel, reed canarygrass, yellow archangel, and any other listed King County noxious weeds.

All plant protection materials, as well as any other non-biodegradable materials, installed on-site will be removed within the 3-5 year project maintenance window.

Additional Specifications and Notes:



6/4/2021

Roderick Project Budget

Project Manager: Ashley Allan

Landowner(s): John Roderick

Project Summary: The project will enhance 31,150 square feet of riparian area along 480 shoreline feet of Normandy Creek (WRIA 9) on a single family residential parcel in Normandy Park. The restored buffer will be an average of 60-70 ft wide on both sides of the creek. Enhancement activities will involve the removal of invasive species followed by the installation and establishment of native trees, shrubs, and groundcovers. KCD will install the project and maintain it for a minimum of 3 growing seasons following installation.

	Days/Units/Hours	Cost Per	Subtotals
Crew Days (Cost-Share)			
WCC Days: Site Prep	8	\$ 1,650.00	\$ 13,200.00
WCC Days: Planting	5	\$ 1,650.00	\$ 8,250.00
			\$ 21,450.00
Materials (Cost-Share)			
Plant Material - Potted	515	\$ 5.50	\$ 2,832.50
Plant Material - Bareroots	460	\$ 1.75	\$ 805.00
Garbage Disposal (per ton)	2	\$ 150.00	\$ 300.00
Brush Disposal (per ton)	10	\$ 75.00	\$ 750.00
Bamboo Stakes 3/8" x 3" (bundle of 500)	2	\$ 70.00	\$ 140.00
5'x100' Conifer Deer Fencing (per roll)	1	\$ 110.00	\$ 110.00
2" x 2" x 48" Wood Stakes (bundle of 25)	1	\$ 50.00	\$ 50.00
			\$ 4,987.50
Installation Total Estimate			\$ 26,437.50
Landowner Cost-Share Max			\$ 2,643.75
KCD Staff Time (Non-Cost-Share)			
Ashley Planning	30	\$ 48.00	\$ 1,440.00
Ashley Implementation	40	\$ 48.00	\$ 1,920.00
			\$ 3,360.00
Permit & Reusable Materials (Non-Cost-Share)			
City of Normandy Park - Critical Areas Review	1	\$ 150.00	\$ 150.00
Plant Protection - 18" Protex Pro/Gro Blue Tubes	935	\$ 0.85	\$ 794.75
			\$ 944.75
3 Year Maintenance Estimate (Non-Cost-Share)			
WCC Crew Days	6	\$ 1,650.00	\$ 9,900.00
Project Management	20	\$ 48.00	\$ 960.00
Materials (e.g. plant material for replanting)			\$ 200.00
			\$ 11,060.00
Project Total Estimate			\$ 41,802.25

KCD/Other Funds (50%)	KCD LIP Funds (40%)	Landowner Funds (10%)
\$ 10,725.00	\$ 8,580.00	\$ 2,145.00
\$ 2,609.87	\$ 1,995.00	\$ 498.75
\$ 13,218.75	\$ 10,575.00	\$ 2,643.75
\$ 3,360.00		
\$ 944.75		
\$ 11,060.00		



Roderick Riparian Vegetation Enhancement Project
19221 Normandy Park Dr SW
Normandy Park, WA 98166
Parcel # 6117501120



DISCLAIMER: While every precaution was taken in preparing this map, the publisher disclaims any liability for errors or omissions. This map is a compilation of data from multiple sources, and should not be relied upon or referenced in legal documents without appropriate survey and/or engineering analysis. The user of the map acknowledges its limitations and understands that the map is subject to change without notice.





Roderick Project Planting Plan

Project Manager: Ashley Allan

Landowner(s): John Roderick

Project Summary: The project will enhance 31,150 sq. ft. of riparian area along Normandy Creek. Enhancement activities will include invasive weed removal followed-up by the installation and establishment of native tree, shrub, and groundcover species.

Soil Type: Urban land-Alderwood complex

Zone 1:	Total Area (sq. ft.):	20850	40% Plantable Area (sq. ft.):	8340	Description: Gradual slopes on both sides down to the creek. Canopy is primarily deciduous (big leaf maple and red alder). Significant invasive cover from laurel throughout. Other invasives include holly, English ivy, Himalayan blackberry, and bindweed. Soil is moist to dry and understory is partially to fully shaded.
Zone 2:	Total Area (sq. ft.):	1450	80% Plantable Area (sq. ft.):	1160	Description: Invasive cover from bindweed, reed canarygrass, English ivy, and Himalayan blackberry. Area gets partial to full sun and has wet to moist soils.
Zone 3:	Total Area (sq. ft.):	1450	90% Plantable Area (sq. ft.):	1305	Description: Zone has infestations of Himalayan blackberry and bindweed. Area gets partial to full sun and has moist to dry soils.
Zone 4:	Total Area (sq. ft.):	950	100% Plantable Area (sq. ft.):	950	Description: Zone has dense infestation of Italian arum, so planting in this zone will need to be delayed until the infestation is better controlled. Area gets partial to full sun and has moist to dry soils.
Zone 5:	Total Area (sq. ft.):	4000	40% Plantable Area (sq. ft.):	1600	Description: Canopy composed of mature evergreens including Western Red Cedar and Douglas-fir. Soil is moist to dry and understory is fully shaded.
Zone 6:	Total Area (sq. ft.):	2450	0% Plantable Area (sq. ft.):	0	Description: Roadside areas with 2-3 rows of native plants installed by landowner in 2020.

Targets		
Trees 20'oc	Shrubs 4'oc	Emergents 2-3'oc
21	500	0
0	0	186
3	78	0
2	57	0
4	96	0

	Species (Latin Name)	Species (Common Name)	Total	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Moisture, Sunlight	Size	Source	Spacing
Trees - Preference/Tolerance for Wetter Conditions												
	Rhamnus purshiana	Cascara	2	0	0	1	1	0	moist, part shade/full sun	1 gal	TBD	18'oc
	Thuja plicata	Western Red Cedar	12	10	0	0	0	2	wet/moist, full shade/part sun	1 gal	TBD	18'oc
Trees - Preference/Tolerance for Drier Conditions												
	Abies grandis	Grand Fir	6	3	0	2	1	0	moist/dry, part shade/full sun	1 gal	TBD	18'oc
	Tsuga heterophylla	Western Hemlock	10	8	0	0	0	2	moist, part shade/full sun	1 gal	TBD	18'oc
	Trees Total		30	21	0	3	2	4				
Shrubs - Preference/Tolerance for Wetter Conditions												
	Cornus sericea	Red Osier Dogwood	30	20	10	0	0	0	wet/moist, part shade/full sun	bareroot	TBD	4'oc
	Rubus spectabilis	Salmonberry	40	40	0	0	0	0	wet/moist, part shade/part sun	bareroot	TBD	4'oc
	Sambucus racemosa	Red Elderberry	40	40	0	0	0	0	moist, shade/part sun	bareroot	TBD	4'oc
	Spiraea douglasii	Douglas Spirea	20	0	20	0	0	0	moist/wet, part shade/full sun	bareroot	TBD	4'oc
Shrubs - Preference/Tolerance for Drier Conditions												
	Corylus cornuta	Beaked Hazelnut	20	20	0	0	0	0	moist/dry, part shade/part sun	bareroot	TBD	4'oc
	Holodiscus discolor	Oceanspray	50	40	0	5	5	0	dry/moist, part shade/part sun	bareroot	TBD	4'oc
	Mahonia aquifolia	Tall Oregon Grape	50	30	0	10	10	0	dry/moist, part shade/full sun	bareroot	TBD	4'oc
	Oemleria cerasiformis	Osoberry	40	40	0	0	0	0	moist, shade/part sun	bareroot	TBD	4'oc
	Rhododendron macrophyllum	Pacific Rhododendron	20	20	0	0	0	0	moist, shade/part sun	1 gal	TBD	4'oc
	Rubus parviflora	Thimbleberry	70	30	0	20	20	0	moist, full sun, some shade	bareroot	TBD	4'oc
	Symphoricarpos albus	Snowberry	80	30	0	30	20	0	moist/dry, part shade/full sun	bareroot	TBD	4'oc
	Vaccinium ovatum	Evergreen Huckleberry	55	40	0	0	0	15	dry/moist, shade/part sun	1 gal	TBD	4'oc
	Vaccinium parviflorum	Red Huckleberry	30	30	0	0	0	0	moist, shade/part sun	1 gal	TBD	4'oc
	Shrubs Total		545	380	30	65	55	15				
Groundcovers												
	Blechnum spicant	Deer Fern	50	20	0	0	0	30	wet/moist, full shade/part sun	1/2 gal	TBD	2-4'oc
	Gaultheria shallon	Salal	70	50	0	0	0	20	dry/moist, shade/part sun	1/2 gal	TBD	2-4'oc
	Mahonia nervosa	Low Oregon Grape	60	40	0	0	0	20	dry/moist, shade/part sun	1/2 gal	TBD	2-4'oc
	Polystichum munitum	Sword Fern	50	30	0	10	0	10	moist, full shade/part sun	1/2 gal	TBD	2-4'oc
	Groundcover Total		230	140	0	10	0	80				
Emergents												
	Carex obnupta	Slough Sedge	75	0	75	0	0	0	SF/PS, part shade/full sun, emergent zone	1/2 gal	KCD	2-4'oc
	Scirpus microcarpus	Small-Fruited Bulrush	75	0	75	0	0	0	SF/SS, part shade/full sun, wet meadow	1/2 gal	KCD	2-4'oc
	Emergents Total		150	0	150	0	0	0				
	Grand Total		955	541	180	78	57	99				



Roderick Project Timeline and Description

Project Manager: Ashley Allan

Landowner: John Roderick

Project Location: 19221 Normandy Park Dr SW
Normandy Park, WA 98166
Parcel: 6117501120

Landowner and KCD Objectives:

To improve riparian habitat and water quality through removal and control of invasive species followed by the installation and establishment of native plants.

Project Summary:

The project will enhance 31,150 square feet of riparian area along 480 shoreline feet of Normandy Creek (WRIA 9) on a single family residential parcel in the city of Normandy Park. The restored buffer will be an average of 60-70 ft wide on both sides of the creek. Enhancement activities will involve the removal of invasive species followed by the installation and establishment of native trees, shrubs, and groundcovers. KCD will install the project and maintain it for a minimum of 3 growing seasons following installation.

Other Considerations:

No heavy equipment will be utilized during the installation of this project. Work will be completed by hand and with hand-held tools. Soil will only be disturbed to remove invasive species roots or to plant bareroot and 1/2-1 gal container stock of native species. No trees will be removed or killed.

Zone	Area (sq. ft.)	Season/Year	Description of Activities
Zones 1-6	31,150 sq. ft.	Summer/Fall 2021 8 Days	Site Preparation – King Conservation District (KCD) crews will control invasive species present. Species to control include: bindweed, English holly, English ivy, Himalayan blackberry, Italian arum, laurel, reed canarygrass, and yellow archangel. Crews will use an integrated pest management (IPM) approach in accordance with King County Noxious Weed Control Program's Best Management Practices. It is intended that control techniques will primarily involve manual and chemical methods. All herbicide formulations will be aquatic approved and will be limited to the following active ingredients of triclopyr, imazapyr, and glyphosate. Herbicides will be applied by a WSDA Licensed Operator with an Aquatic Endorsement. Operators will follow label rates and instructions and will abide by all local, state, and federal codes. English ivy and bindweed will be controlled primarily through manual removal methods (hand-pulling). Thick, mature ivy vines will be injected with pelletized herbicide. Reed canarygrass will be stomped down during the growing season and will slowly be suppressed as native vegetation establishes around it. Dense patches of Himalayan blackberry will receive foliar herbicide treatments. Himalayan blackberry growing near native vegetation will be manually dug out. Large holly and laurel shrubs will be injected with pelletized herbicide and left as standing dead wood. Small patches of yellow archangel will be spot sprayed. Due to the challenges associated with Italian arum control, a combination of herbicide treatments and manual removal will need to be attempted over a minimum of 3 years.
Zones 1-5	28,700 sq. ft.	Winter 2021/2022 5 Days	Planting – KCD crews will install native plant species found on the attached planting plan. Planting will occur following site preparation. Planting may need to be delayed in Zone 4 until the Italian arum infestation is under control. Plant stock will include bareroot and 1/2 - 1 gallon potted material. Overall density of trees and shrubs will be 4 feet on center. Trees shall be planted 20 feet from existing or planted trees. Plant protector tubes will be installed around shrubs and 5 ft wire cages will be installed around planted cedars. Protective tubes will be secured in place with bamboo stakes and protective cages will be secured in place with wood stakes.

Zones 1-6	31,150 sq. ft.	Summers 2022-2024	Maintenance & Monitoring – KCD staff and crews will maintain and monitor the plantings for a minimum of 3 consecutive growing seasons following installation. Maintenance will involve control of invasive species in accordance with King County Noxious Weed Control Program's Best Management Practices. Plants will be maintained and replanted as needed to achieve at least 80% survivorship.
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Roderick Site Photos

John Roderick
19221 Normandy Park Dr SW Normandy Park, WA 98166
Parcel # 6117501120



Image 1. Taken from southeast side of Normandy Creek facing north.



Image 2. Taken from northeast side of Normandy Creek facing northwest. Image captures pre-existing rock armoring.



Image 3. Taken from Normandy Park Drive SW. Image captures rows of native plants installed by the landowner in 2020.



Image 4. Taken from Normandy Park Drive SW near the southwest corner of the project area.



Image 5. Taken from the top of the ravine in Zone 4 where the main Italian arum infestation is located.



Image 6. Taken from above the creek on SW 192nd St facing south.



Image 7. Taken from SW 192nd St. Image captures rows of native plants installed by the landowner in 2020.

SUBJECT:

Approve KCD Landowner Incentive Program cost-share application from Tyler Chisholm and Megan Mendoza, for a Riparian Forest Buffer, in the amount of \$ 10,477.60.

FISCAL IMPACT

The current balance of cost-share funding for KCD LIP 2021 is summarized in the following table:

2021 LIP Cost-share Available	\$344,415.02
Current Request	\$ 10,477.60
Balance Remaining	\$333,937.43

POLICY CONSIDERATION

This proposed cost-share contract has been vetted through a staff approval committee and meets NRCS standards for the applicable best management practice (BMP). The application has been advanced for due pass by the Board of Supervisors.

STAKEHOLDER INTERESTS

- District cooperators working with District farm management, forestry and aquatic area enhancement programs
- King CD Board members and staff
- NRCS

BACKGROUND

This project will occur along Walker Creek on a 1.09 acre single family residential parcel in the City of Normandy Park. The creek flows a steep ravine on the northwest end of the property. Both sides of the creek have large infestations of English ivy. Other invasive weed species on-site include cherry laurel, Himalayan blackberry, English holly, Italian arum, knotweed, yellow archangel, and some large, dense clumps of bamboo. The Washington State Department of Ecology lists Walker Creek as a category 5 water body due to high bacteria and temperature. The creek supports coho, chum, and cutthroat trout and the project area is within the Miller Walker Basin Stewardship Program's Upper Walker Creek salmon survey reach.

The project proposes to enhance 14,950 square feet of riparian forest buffer along 240 shoreline feet of Walker Creek. The northwest side of the creek will be restored at an average buffer width of 35 feet and the southeast side will be restored at an average buffer width of 85 feet. Bamboo, cherry laurel, Himalayan blackberry, English holly, English ivy, Italian arum, knotweed, and yellow archangel will be controlled through an integrated pest management approach following King County Noxious Weed Best Management Practices. A total of 468 native trees, shrubs, and groundcovers will be planted.

EFFECTIVE DATE

The cost-share award will become effective upon approval by the Board of Supervisors and the LIP contract will become effective upon signature by a Board representative.

RECOMMENDATION

Staff seeks Board approval of Landowner Incentive Program cost-share application from Tyler Chisholm and Megan Mendoza for Riparian Forest Buffer in the amount of \$10,477.60.

MOTION

AI 21-000

King Conservation District Board of Supervisors Meeting 07/12/2021

Agenda Action Briefing/Report AI 21-

_____ Moved, _____ Seconded; Passed a motion to Approve KCD Landowner Incentive Program cost-share application from Tyler Chisholm and Megan Mendoza, for Riparian Forest Buffer, in the amount of \$10,477.60.

KING CONSERVATION DISTRICT (KCD) LANDOWNER INCENTIVE PROGRAM APPLICATION

Section 1. Applicant (If applicant is not the landowner, then landowner must also sign the agreement)

Applicant Name: Alex Meizlish		Farm/Business Name: Ecolibrium	
Mailing Address: 20315 NE 160th St Woodinville, WA 98077		Project Address: 15015 148th Ave NE Woodinville Wa 98072	
Phone (home): (847)924-5993		Phone (work/mobile): 847-92495993	
Email Address: alex@ecolibriumfarms.com		KCD Staff: Stockton	
Parcel #(s): 152605-9103	<input type="checkbox"/> Incorporated <input checked="" type="checkbox"/> Unincorporated	Total Farm/Land Acreage: 12.2	<input checked="" type="checkbox"/> T.A. <input type="checkbox"/> Farm Plan <input type="checkbox"/> Forest Plan
Is email an acceptable primary form of communication?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Would you like to be added to our newsletter list?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Section 2. Project Information

Best Management Practice (BMP): Stream Crossings
Project Completion Date (month and year): September 2021
<p>Current Site Conditions (Provide a brief summary of resource management problem addressed by BMP: also note if streams, wetlands, and steep slopes are near or within the project area):</p> <p>This project consists of installing one new stream crossing on an unnamed agricultural ditch that King County ADAP has classified as a 'low artificial' ditch. This is referred to as the 'south ditch' in the attached plans. The south ditch and another 'north ditch' will receive ADAP this summer. Permits have been applied for already with WDFW. The new proposed crossing is identified in the attached plans as 'Culvert 3.' There is currently no crossing here. This cooperators would like to install this culvert as a way to welcome farm visitors from the adjacent Tolt Pipeline Trail and Samamish River Trail. Ultimately, this cooperators would like to provide educational opportunities to the public and he believes that providing easy access from neighboring trails will help build a relationship with the community.</p>
<p>Project Details (Provide a brief summary of the project. Include acres treated, length of fence, dimensions of compost bin, types and numbers of plants, etc.):</p> <p>Plan is to install a new culvert that will be 24" x 20'. Project is being engineered by Lou Beck with King County Stormwater Services (Project Manager of ADAP). This south ditch and another low artificial ditch to the north are a part of a bigger ADAP project that is scheduled for summer 2021. Final plans are attached.</p>
<p>Maintenance Plan (Summarize your plan to maintain the practice. Include frequency and scope of inspections, repairs anticipated, etc.):</p> <p>Culvert will be inspected by cooperators on an annual basis in the drier season when ditch is completely dry.</p>

Permits (List all permits required to complete this project):

WDFW Hydraulic Project Approval: (Permitted submitted 5/20/2021 by Lou Beck).

Photos: Before photos must be submitted with this application.

Section 3. Cost-share Programs

A. Have you previously applied for cost-share through the KCD Landowner Incentive Program (LIP)?

☐ Yes

☒ No

If yes, please list contract number and BMP below:

B. Are you applying for (or received) funding (cost-share or grants) through other agencies or programs?

☒ Yes

☐ No

Please describe below:

1. King County Cost-share

Please list practices and date installed below:

2. NRCS EQIP (Natural Resources Conservation Service's Environmental Quality Incentive Program)

Please list practices and date installed below:

3. Other

Please list agency and describe project:

KCD Ag Drainage Cost-Share program 2021 recipient. Project plans are attached. A total of approximately 2800 linear feet of low artificial ditches will be maintained by removing accumulated sediment and vegetation. This includes 2500 LF of ditches and an additional 265 LF of field swale will be

Other Cost-Share History/Notes:

Section 4. Budget (attached as Exhibit A)

The cost-share application budget is the applicant's statement for how the KCD cost-share funds will be spent. Use the attached Excel document to detail the budget for the project. Reimbursement values are restricted by unit maximums as well as practice maximums. KCD will be unable to provide a budget that exceeds either maximum. The cost differential for practices installed at a higher standard or cost shall be the responsibility of the applicant. In cases where a budget for a cost-share award needs to be updated, submit a budget revision request for approval. In the absence of an approved budget revision, the cost differential shall be the responsibility of the applicant. Furthermore, receiving financial assistance for an approved Best Management Practices will be subject to inspection by KCD planners. Approval for reimbursement will be based on the satisfactory completion of the project to the minimum specifications detailed in this application.

Partial reimbursements are available on a limited basis and must be requested in advance. They will only be considered when the installation of a project can be phased to achieve the standard described in the attached job sheet when reimbursement is requested.

☐ Select this box if you intend to request partial reimbursement as the project is installed.

Section 5. Education and Outreach

KCD encourages public education through demonstration projects. Demonstration projects are used to educate other landowners about innovative ways to address natural resource concerns. A demonstration project may be showcased in a guided tour, or featured in presentations or written fact sheets.

- Will you consider becoming a demonstration project?

☒ Yes ☐ No

Section 6. Maintenance and Monitoring Expectations

The applicant is responsible to maintain the Best Management Practice (BMP) to standard as detailed in the attached Job Sheet for the lifetime of the BMP.

☒ A. I understand the lifetime of the BMP is 10 years.

☒ B. I understand KCD will work with me to verify proper maintenance of the installed BMP, which will include a combination of site visits with KCD staff and/or annual photo documentation submitted by me for the lifetime listed in Section 7A.

☐ C. I understand I am obligated to maintain and monitor the BMP **for the lifetime listed in Section 6A.**

Section 7. Application and Agreement

I request financial assistance (cost-share) under the KCD LIP to install the Best Management Practice (BMP) described in this application and detailed in the attached *Job Sheet and Map*. This practice is needed to solve the natural resource problems described in Section 2 of this application. This Agreement expires if the project is not completed by the specified completion date in Section 2 or in an approved timeline revision request. _____ (Initial Here)

I agree to ensure that all applicable local, state, and federal permits are obtained for installation of the BMP for which funds are requested. Furthermore, I understand that KCD must receive a copy of any applicable permit to process my cost-share reimbursement. _____ (Initial Here)

I agree to work cooperatively with KCD to ensure the funded BMP is maintained consistent with the design life identified in the attached Job Sheet and in Section 6 of this application. _____ (Initial Here)

I agree to indemnify, defend, and hold harmless KCD, its elected or appointed officials, employees and agents, from all claims, alleged liability, damages, losses to or death of person or damage to property allegedly resulting from the negligent or intentional acts of the applicant or any of its employees, agents, contractors or subcontractors in connection with this Agreement. _____ (Initial Here)

I represent that the information provided in Section 3 of this application is a full disclosure of all other natural resource financial cost-share relationships in which I have or am participating. Furthermore, I agree to disclose if I am applying for or receive funding (cost-share or grants) for the BMP described in this application through other agencies or programs and to provide KCD with written documentation detailing this funding support. This may include copies of reimbursement checks or letters showing value of provided contribution. I understand that I must provide proof of reimbursement for alternate funding prior to receiving reimbursement through the KCD LIP. I acknowledge that KCD LIP funds cannot be used in combination with other funding sources to exceed 100% of project costs. I agree to allow communication between KCD and any other agency regarding the details of the project as well as funding details. _____ (Initial Here)

I understand that LIP cost-share reimbursement is contingent upon installing the BMP to the minimum standard provided by KCD, and that KCD will verify standard compliance. Furthermore, I understand that changes to the installation details (attached *Job Sheet and Map*) must be approved through a *Scope of Work Revision Process*. Unapproved changes will not be eligible for reimbursement. _____ (Initial Here)

I understand that there may be federal tax liability associated with a LIP cost-share reimbursement, and that KCD will issue a 1099-G for reimbursements made through the LIP. Furthermore, I understand that KCD cannot provide advice with respect to the tax liability associated with LIP cost-share reimbursements and that I have been advised to consult with my own tax professional.

_____ (Initial Here)

I understand that I am applying for public funding and am responsible for notifying a buyer upon sale or loss of the property of the installed BMP. If I sell or lose control of the property covered by this Agreement and the new owner or transferee does not assume responsibility for maintaining the installed BMP as required by this Agreement, I may be required to refund all or a portion of the cost-share received through this Agreement. In the event of litigation arising from or related to this Agreement, attorney's fees and costs incurred by the prevailing party shall be paid by the non-prevailing party. _____ (Initial Here)

I give permission to KCD to photograph my property to document the site conditions and/or the implementation and maintenance of the funded practice. In the event that I or any of my family members or dependents choose to be photographed in a setting that reflects the assistance provided by KCD, I give KCD permission to publish such photographs in KCD promotional literature, advertising, social media, and other public displays. The photographs will be the property of KCD and may be used by KCD at any time, in the manner described above, without my additional consent. _____ (Initial Here)

I understand that this Agreement is subject to disclosure under the Public Records Act, Chapter 42.56 RCW. _____ (Initial Here)

I understand that I will no longer be eligible for KCD cost-share funds if one or more of the following occurs: _____ (Initial Here)

- a. The KCD funded BMP fails within its design life due to circumstances within my control (e.g., neglect, failure to maintain the BMP, destruction of the BMP before expiration of the design life, or other actions which cause the KCD funded BMP to become non-viable). *Note: Landowners are not responsible for BMP failure caused by circumstances beyond their control (e.g. fire, flood, storm damage, etc.).*
- b. I relinquish or lose ownership of equipment purchased with KCD cost-share.
- c. The KCD funded BMP is not being used for the intended purpose (e.g. cross fencing purchased with KCD funding, but no animals on property).
- d. I cancel 2 cost-share contracts awarded through the KCD Landowner Incentive Program.
- e. I deny KCD staff access to my property to verify BMP installation and maintenance.

I understand KCD will provide a sign free of charge after completion of a project, and I agree that: _____ (Initial Here)

- a. I will select a visible location on my property for display of the sign and will install it.
- b. I will maintain the sign and keep it free of visual barriers for at least five years after installation.
- c. I am not responsible for damage to the sign that is beyond my control (e.g. auto accident, storm damage, vandalism, etc.)

Alex Meizlish

Signature of applicant

Date

Signature of Landowner (if applicant is Lessee)

Date

FOR KCD OFFICE USE

Approved for Award (KCD LIP Coordinator)

Date

Approved for Funding (KCD Management)

Date

LIP ID:

\$16,500.00

BMPs	Units	cost/unit	%	reimbursement rate	
Animal Trails & Walkways	sq ft	\$ 0.75	0.5	\$ 0.38	Ac.
Aquatic Area Buffer	project	\$ 30,000.00	0.9	\$ 27,000.00	AUE
Buffer Fencing	ft	\$ 12.00	0.75	\$ 9.00	Ft.
Building Relocation for Aquatic Area/Buffer	project	\$ 50,000.00	0.5	\$ 25,000.00	Sq. Ft.
Bulkhead Removal (Freshwater, Marine)	project	\$ 50,000.00	0.75	\$ 37,500.00	Project
Cover Crops	acre	\$ 150.00	0.9	\$ 135.00	
Cross Fencing	ft	\$ 6.00	0.5	\$ 3.00	
Forest Health Management	project	\$ 30,000.00	0.75	\$ 22,500.00	
Heavy Use Area Protection	AUE	\$ 1,400.00	0.5	\$ 700.00	
Pasture & Hay Planting	acre	\$ 325.00	0.5	\$ 162.50	
Roof Runoff Management	ft	\$ 7.00	0.5	\$ 3.50	
Stream Crossing	ft	\$ 1,100.00	0.75	\$ 825.00	
Subsurface Drain	ft	\$ 20.00	0.5	\$ 10.00	
Upland Wildlife Habitat Management	project	\$ 20,000.00	0.75	\$ 15,000.00	
Waste Storage Facility	AUE	\$ 1,000.00	0.75	\$ 750.00	
Watering Facility	project	\$ 50,000.00	0.5	\$ 25,000.00	

Landowner: Meizlish	Lifetime of Practice: 10 years
---------------------	--------------------------------

Purpose (check all that apply)	
<input type="checkbox"/> Reduce streambank and streambed erosion	<input checked="" type="checkbox"/> Provide crossing for access to another land unit
<input type="checkbox"/> Improve water quality by reducing sediment, nutrient, organic, and inorganic loading of the stream	<input type="checkbox"/> Remove a fish passage barrier in combination with installing fish passable crossing structure.

Summarize the Project Proposal. Provide the following: 1) describe project activities, including permitting, site prep, installation, and maintenance and monitoring; 2) describe the anticipated project outcome (e.g. fish and wildlife benefits, other environmental benefits); and 3) outline the project implementation time line.

Install one new 24" x 20' LCPE (Lined Corrugated Polyethylene Pipe) culvert over an artificial agricultural ditch. Proposed engineer plans are attached for full ADAP project to remove built up sedimentation in this ditch as well. King County Stormwater engineer, Lou Beck, submitted Hydraulic Project Approval application to the WDFW on May 20, 2021. Site preparation will involve removal of built up sediment first in the ag ditch, then installing pipe to plan specifications. The Tolt gas pipeline runs along the southern border. This parcel is owned and maintained by Seattle Public Utilities division that owns the existing Tolt pipeline. A maintenance supervisor at SPU has provided written consent to complete this work along their property boundary. The culvert installation will be completed by a licensed, bonded and insured contractor with oversight by a King County engineer and KCD Ag Drainage program coordinator.

The cooperator would like to install this culvert as a way to welcome farm visitors from the adjacent Tolt Pipeline Trail and Samamish River Trail. Ultimately, this cooperator would like to provide educational opportunities to the public and he believes that providing easy access from neighboring trails will encourage passerby's to want to be a part of local agriculture. Project should be implemented in 2021 or 2022 depending on contractor availability and other cost-share resources available.

Describe Project Area. Provide the following: 1) extent of project area above and below ordinary high water mark; 2) dimensions of site; and 3) briefly describe the existing vegetation and habitat conditions.

Project will take place both above and below the OHWM. Existing streambed and fill will need to be excavated to a depth adequate to place 24" x 20'. Attached plans provide specifications for complete installation. Existing vegetation in the direct vicinity of the site is almost exclusively reed canary grass and Himalayan blackberry. Planned culvert will be 24" by 20'. Anticipate construction area (including staging) to be approximately 100' x 40' at biggest. King County ADAP will take lead for cultural resources, endangered species act, and essential fish habitat consultation with Federal and state agencies.

This ditch is classified by King County ADAP as a 'low artificial ditch' which means it was a man-made ditch and is not connected directly to another watercourse. It is highly unlikely that any native salmon species will be found in a low artificial ditch. This ditch and another ditch on the northern side of this farm are both classified as low artificial ditches. The proposed culvert installation is on the 'south ditch' (per attached plans). The Tolt gas pipeline runs parallel to this farm and the ag ditches. The property

south of the Tolt pipeline is a King County Park owned property that contains Derby creek approximately 100' south of this proposed culvert installation on the south ditch. Derby Creek is considered fish-bearing and has been reported as the source for flooding this cooperators' farm. The Samamish River is to the west of this farm property but has not been the source of flooding this property in the past.

Canopy cover is less than 10% and gaps in the natural plant community exceed 30% of the overall stream reach on the property. Grasses extend to the waterline and into the channel. The owner stated that the ditch stays dry throughout summer. Gradient is 0-1% and substrate is comprised of 100% fines. There is one additional crossing over this south ditch about 100 yards further east of this proposed site. The cooperator would like to place a crossing closer to the Samamish River Trail to invite more foot traffic onto his farm fields for education, tastings, and farm produce sales.

Name and type (S, F or N, wetland I, II, or III) of waterway to be crossed.

Unnamed agricultural ditch. Classified as 'low artificial' agricultural ditch per King County ADAP.

Land Uses and Associated Impacts. Provide the following: 1) describe how the property is used (e.g., residential, commercial, recreational); 2) describe adjacent properties, including land uses and any potential adverse impacts to adjacent properties associated with the proposed project.

Property is agricultural in nature. The owner recently purchased in 2020 and is currently farming a few miles away from this site. The cooperator intends to use all 11 acres of crop fields for growing vegetables and fruits sustainably. Adjacent property to the north is also agricultural in nature and mostly row crops. Although this neighbor is not a part of this project, they will receive direct benefit when ADAP maintains the shared 'north ditch' and removes sediment and vegetation. The Seattle Public Utilities owns the parcel to the south that the Tolt gas pipeline runs through. The SPU has already provided consent to access their property and clean this ditch that is partially on their property boundary line. The SPU will send a surveyor to the site and mark the boundaries of the pipeline with all necessary buffers carefully marked as well. Special care will be given when working close to the pipeline.

List the intended use (people, livestock, equipment, or vehicles). Also include the stream crossing dimensions and project materials. Please attach an engineer approved design.

Intended use is foot traffic from passerby's on the Samamish River Trail and Tolt Pipeline Trail. Proposed crossing will be 24" wide and 20' long. Project materials will include gravel, rock, and lined corrugated polyethylene pipe.

Grading and Demolition Activities. *Describe the plan to remove structures (failing culvert, etc.) and grade project areas, including specific construction methods and equipment to be used.*

This ditch is dry in the summer. There is no existing structure currently. Excavators shall be used to remove existing soil at the new site and place the fill. Fill will be compacted with an excavator-mounted compactor. The excavator will place the culvert in place according to engineer specifications. The contractor will ensure elevations are correct. The King County engineer will oversee installation.

Habitat Restoration Activities. *Provide the following that apply: 1) describe site preparation activities (e.g. weed control, substrate to be applied, soil amendment to used); 2) identify the type and source of plant materials (e.g. potted, bareroot, ball and burlap and native plant nurseries providing plant material; 3) describe the care and temporary storage of plant materials; 4) describe installation plan (e.g. planting plan, installation techniques, sheet mulching, etc.); 5) describe maintenance and monitoring plan (e.g. number of years to be conducted, survival data collection, etc.).*

All bare soils will be reseeded and/or mulched. No plantings planned at this time. No plantings are required via ADAP when maintaining a low artificial ditch. Cooperator is interested in CREP planting in eastern portion of fields or smaller buffer along north ditch.

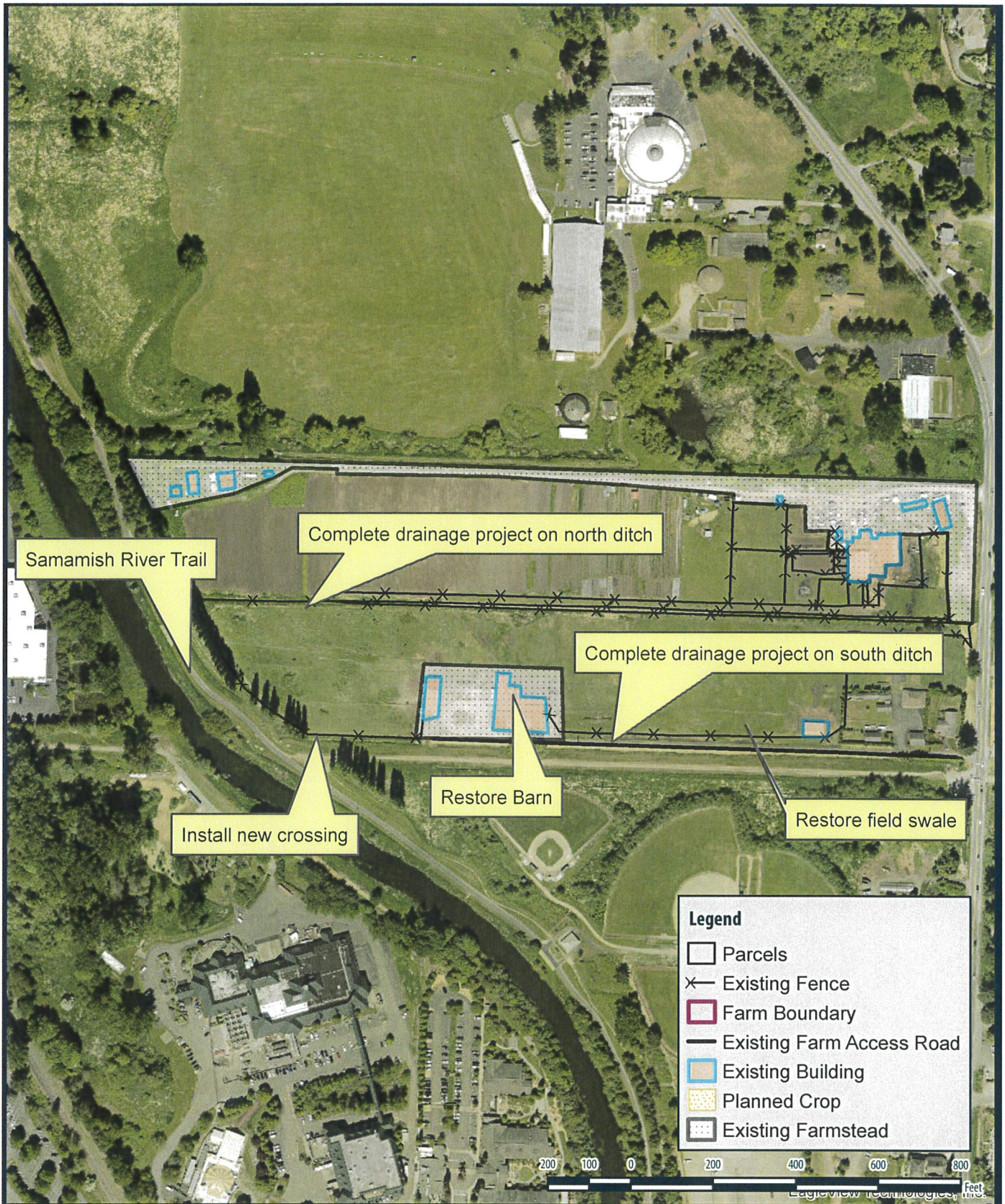
Permits. *Provide the following: 1) a list of all permits necessary for approval of project; 2) copies of all permits secured to date.*

HPA was applied for 5/20/2021.

Operation and Maintenance. *According to the following Washington State laws, WAC 220-110-070 and RCW 77.55.060, the owner of a road culvert, or ford that is a fish passage facility is responsible for maintaining its fish passage functions as well as maintenance of the structure. For example, The stream crossing, appurtenances, and associated fence should be inspected after each major storm event, with repairs made as needed.*

This is not a fish passage culvert. The cooperator has agreed to maintain this culvert by removing sediment for the five-year period that the HPA permit is valid for starting in July 1, 2021.

Additional Specifications and Notes:



Landowner Name: Meizlish- Ecolibrium		Map Type: Planned Conditions Map	Directional: NE
Address: 15015 148th Ave NE		KCD Staff Name: Liz Stockton	Section: 04
Woodinville, WA 98072		Map Date: June 01, 2021	Township: 25
Acres: 12.2	Parcel #(s): 152605-9103		Range: 07

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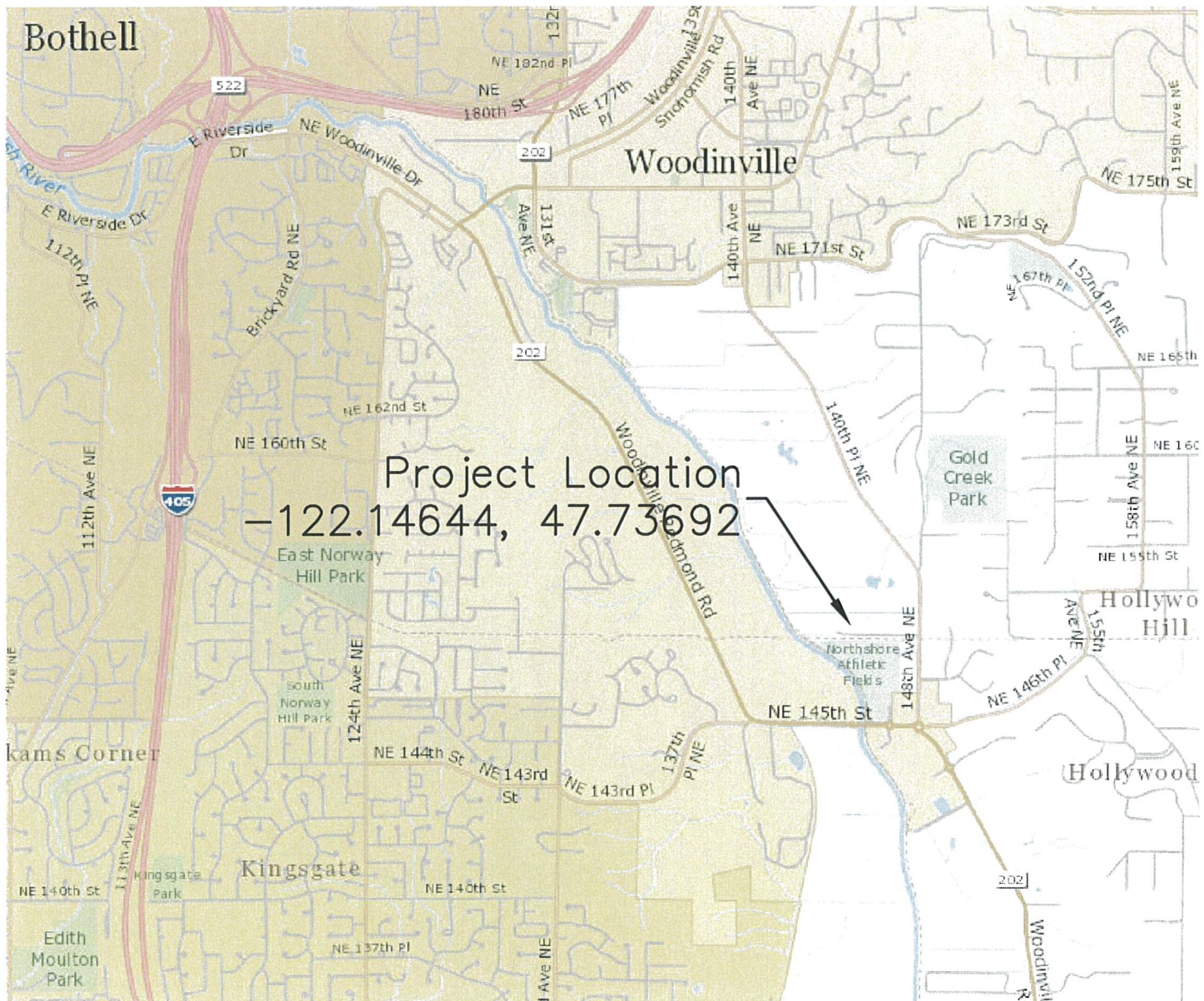
DISCLAIMER: While every precaution was taken in preparing this map, the publisher disclaims any warranty of fitness or accuracy of the data. The map is approximate in nature, based on compilation of data from multiple sources, and should not be relied upon or referenced in legal documents, including property deeds, title reports, and contract documents, nor substituted for appropriate survey and/or engineering analysis. The user of the map acknowledges its limitations, assumes all responsibility for its use, and agrees to hold the publisher harmless for any damages that may result from the use of this map. This map is subject to change without notice.



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MEIZLISH AGRICULTURAL KING COUNTY AGRICULTURAL

VICINITY MAP



FIELD BOOK:					APPROVED:	
SURVEYED: FLB, CC	OCT 2020				PROJECT MANAGER:	
SURVEY BASE MAP:					DESIGNED:	
CHECKED:					DRAINAGE INVESTIGATION NO.:	
		NUM.	REVISION	BY	DATE	

Notes:

Total maintenance length to be included in this project is:

<u>Waterway Classification</u>	<u>Length</u>	<u>Volume</u>	<u>Note</u>
North Channel	1,725	300 cy	Expected of (not
South Channel (DRY)	1,100	150 cy	No expected
Farm Field Swale (DRY)	265	70 cy	No expected

The culvert installation proposed for this project is for a farm road cross replacement of an existing farm road cross culvert, as well as placement of elevations. The swale is not a waterway. Actual length may be more or less time of excavation. The landowner is under no obligation to perform the work.

- Estimated volume is shown as in-place cubic yards (cy).
- All work shall be performed in accordance with King County's agreement for (BMPs), the Washington Department of Fish and Wildlife (WDFW) Hydraulic P
- In-channel work will occur within the time frame allowed by the HPA.
- Spoils may be spread on farm fields to a depth no greater than 6 inches
- Fish relocation may be performed by King County, at the direction of the contractor or landowner. Staffing shortages, health restrictions and other constraints resources.
- A 1-hour pre-construction meeting, including the landowner or landowner's Drainage Coordinator and a King County ADAP employee, is required prior to
- It is the contractor's responsibility to monitor excavation elevations and extents.
- It is the contractor's responsibility to not over-steepen excavated channel the contractor.
- Native vegetation should be protected to the extent practicable.
- The landowner is responsible for protecting the installed planting from lives
- No utilities have been located. It is the responsibility of the company or project with the owning authorities of those utilities. Seattle Public Utilities is known mainline sewage pipe is known to be in the immediate vicinity of the project

FIELD BOOK: _____						APPROVED: _____	Kn
SURVEYED: FLB, CC	OCT 2020					PROJECT MANAGER: _____	
SURVEY BASE MAP: _____						DESIGNED: _____	
CHECKED: _____						DRAINAGE INVESTIGATION NO.: _____	
		NUM.	REVISION	BY	DATE		

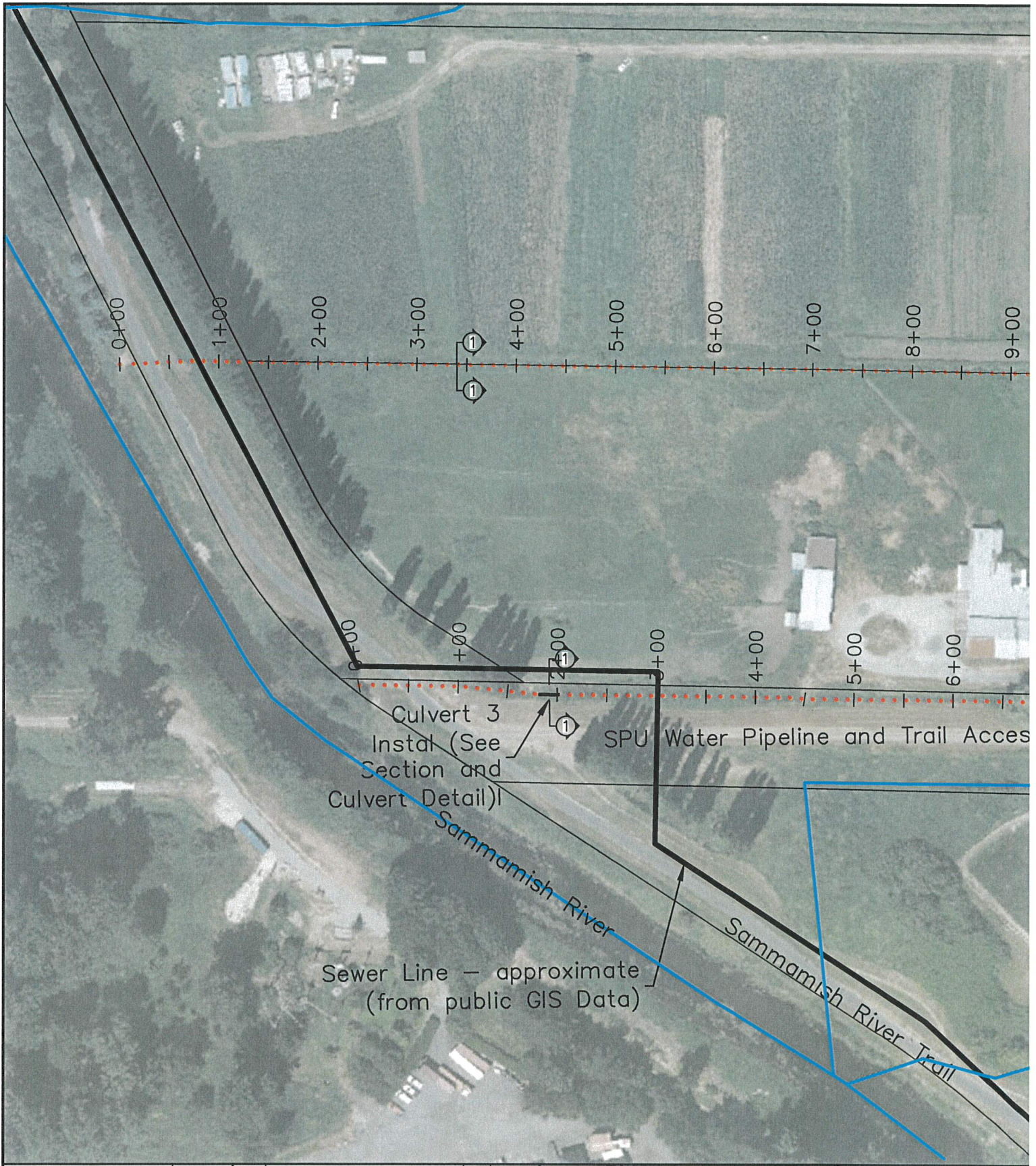
Site History: The King County Agricultural Drainage Assistance Program has no previous knowledge of this site.

Fish Relocation: Fish relocation will occur in these locations, listed in order of preference: upstream (of project), adjacent tributary, nearby stream, river, downstream. Olympic Mudminnow, if found, will only be relocated within the same system. Resilient fish species, such as Stickleback and Sculpin, may be captured and released into conditions that would not be deemed acceptable for capture/release of salmonids, with oversight by the ADAP fish relocation lead fish expert.

Expected Hydrology

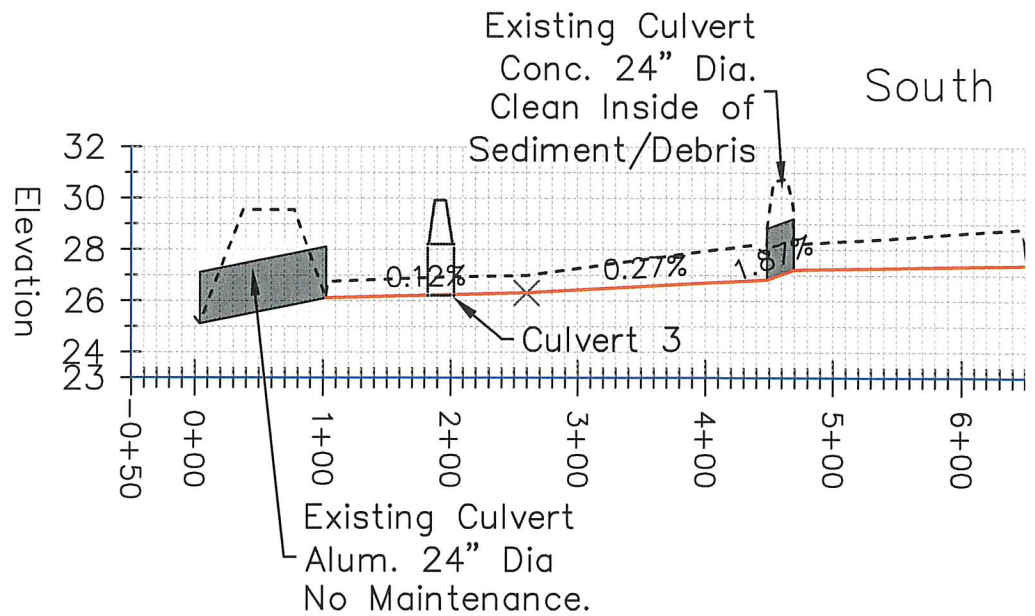
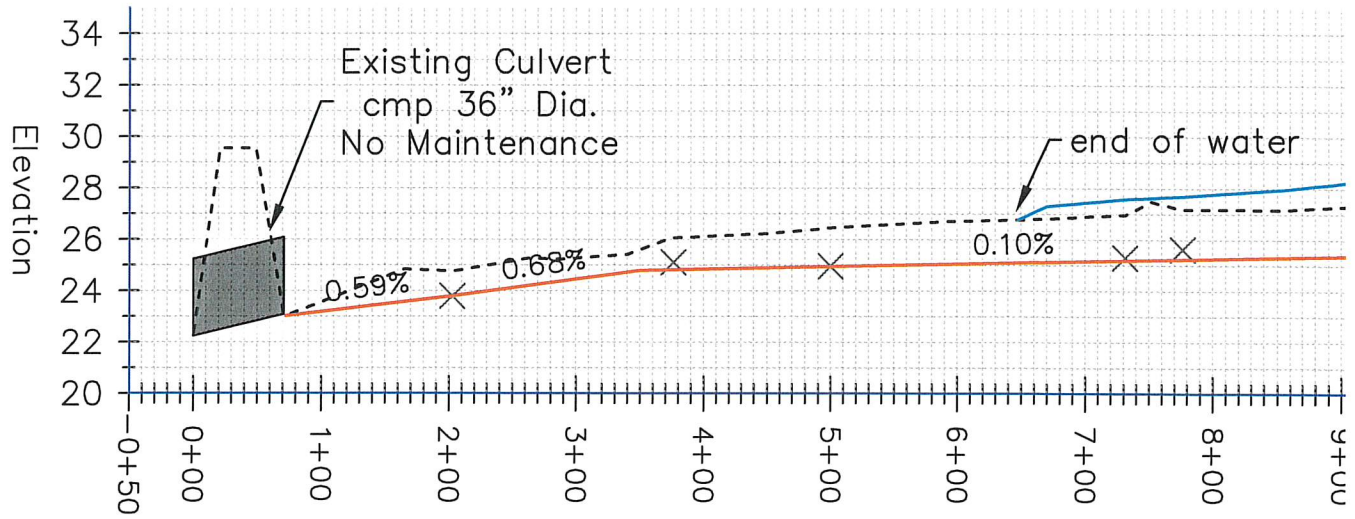
Segment	Length (ft)	DRY?	Hydrology	Mapped Classification
North Channel	1,725	Partial	It's expected that portions of the channel can retain ponded water into the dry season due to accumulated sediments creating humps and dips in the profile. The persistence of these ponded areas is expected to be dependent on local rainfall and runoff. They may completely dry up during the summer.	Low Artificial
South Channel	1100	yes	Local surface run-off is the primary source of water for this channel	Low Artificial
Swale	265	yes	farm field surface water run-off is the primary source of water into the swale	n/a

FIELD BOOK: _____						APPROVED: _____	Kn
SURVEYED: FLB, CC	OCT 2020					PROJECT MANAGER: _____	
SURVEY BASE MAP: _____						DESIGNED: _____	
CHECKED: _____						DRAINAGE INVESTIGATION NO.: _____	
		NUM.	REVISION	BY	DATE		



FIELD BOOK: _____						APPROVED: _____
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North (



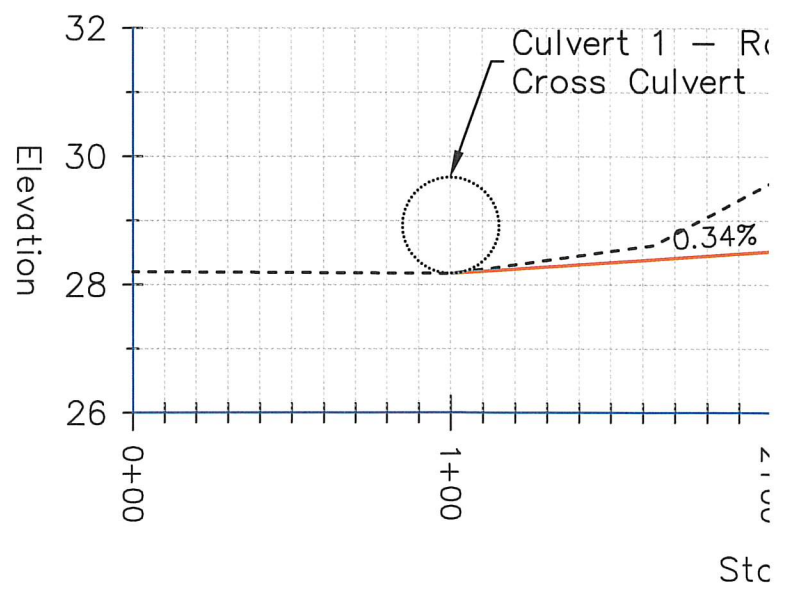
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NUM.	REVISION	BY	DATE

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 DRAINAGE INVESTIGATION NO.: _____

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Swale



FIELD BOOK: _____

SURVEYED: FLB, CC

OCT 2020

SURVEY BASE MAP: _____

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PROJECT
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DESIGNED: _____

DRAINAGE INVESTIGATION NO.: _____

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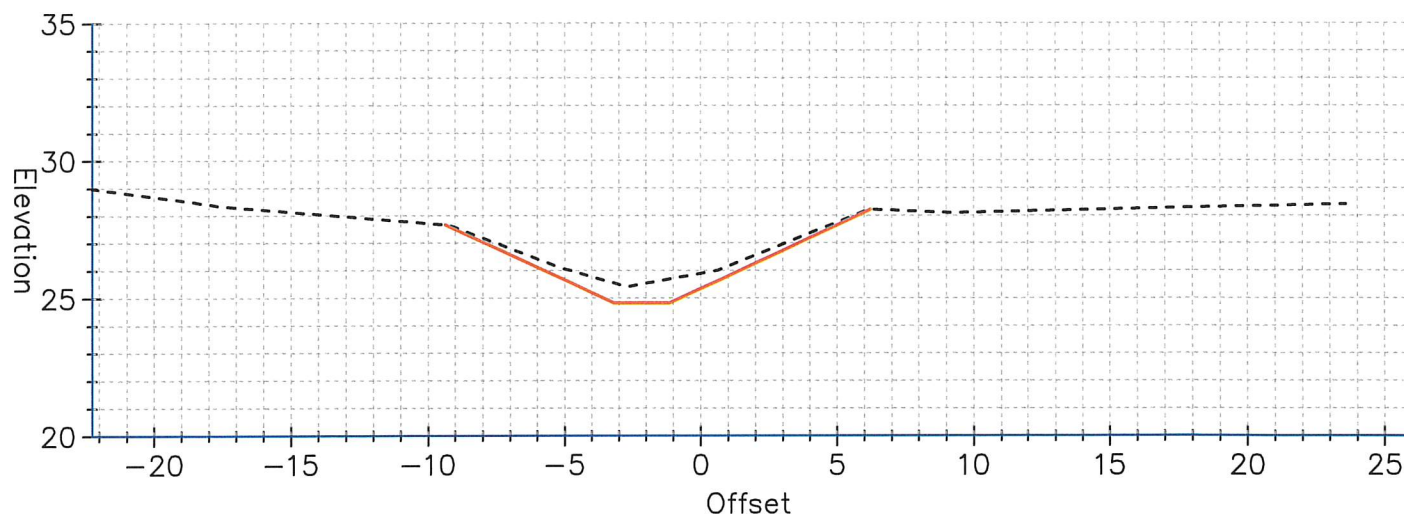
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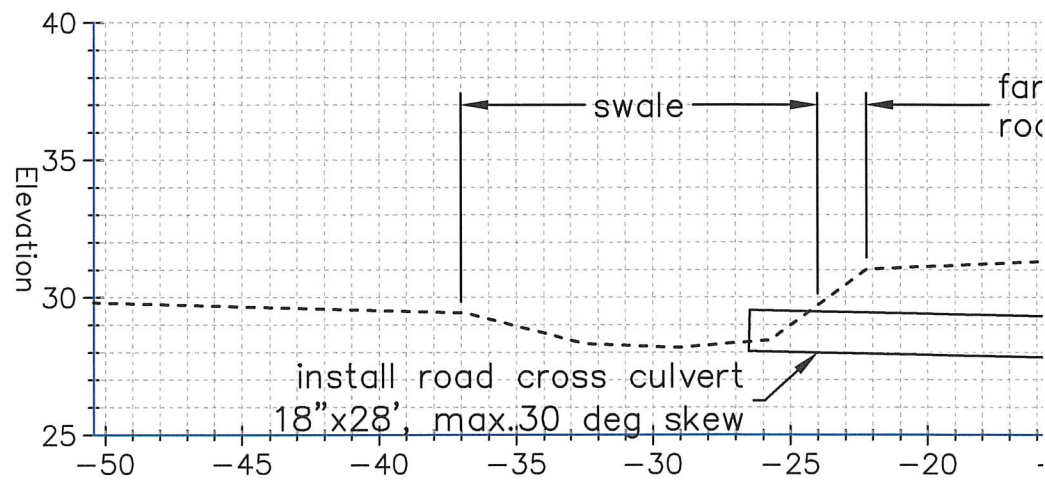
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North Channel Section 1 (3+40)

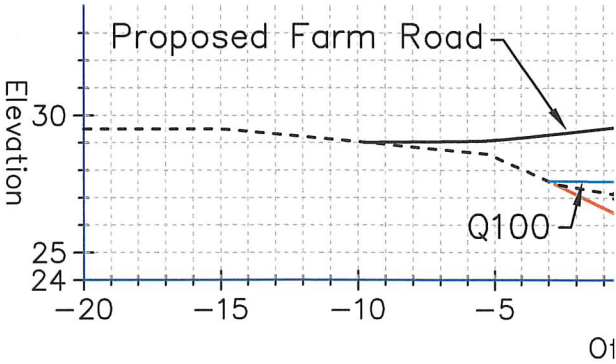


South Channel Section

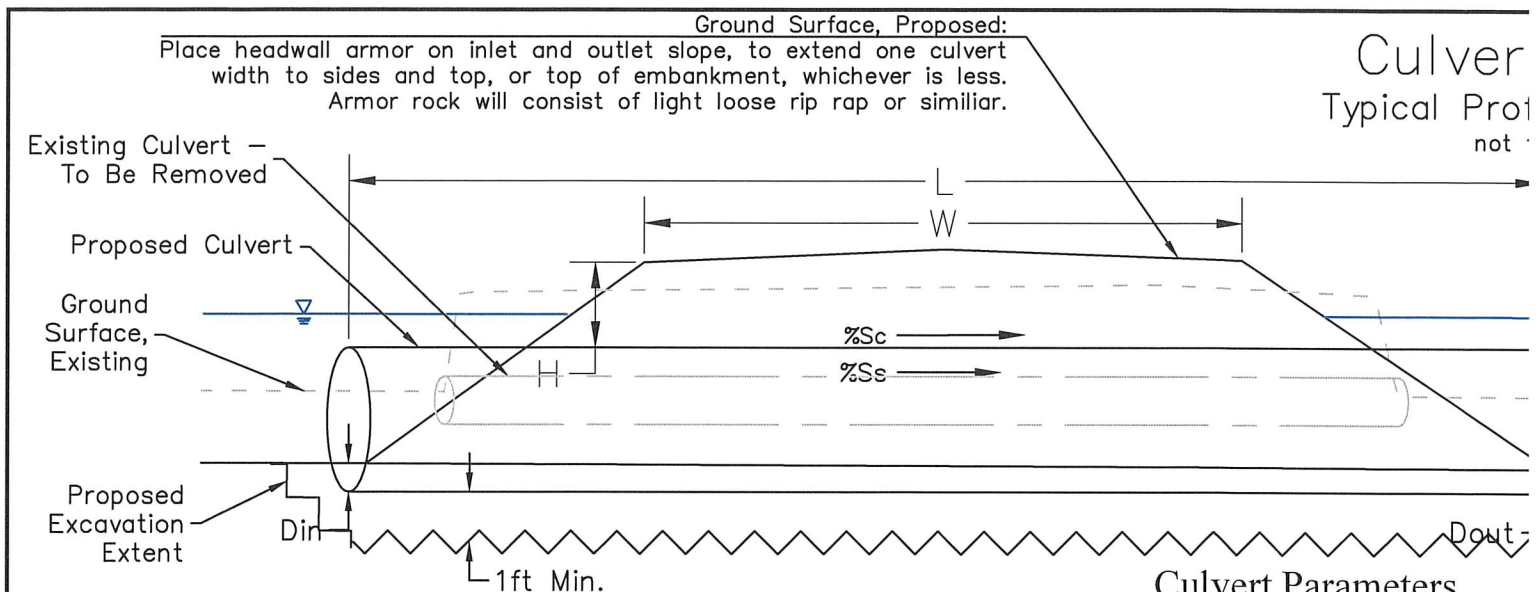


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SURVEY BASE MAP: _____						DESIGNED: _____	
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South Chanel S



FIELD BOOK: _____						APPROVED: _____	Kn
SURVEYED: FLB, CC	OCT 2020					PROJECT MANAGER: _____	
SURVEY BASE MAP: _____						DESIGNED: _____	
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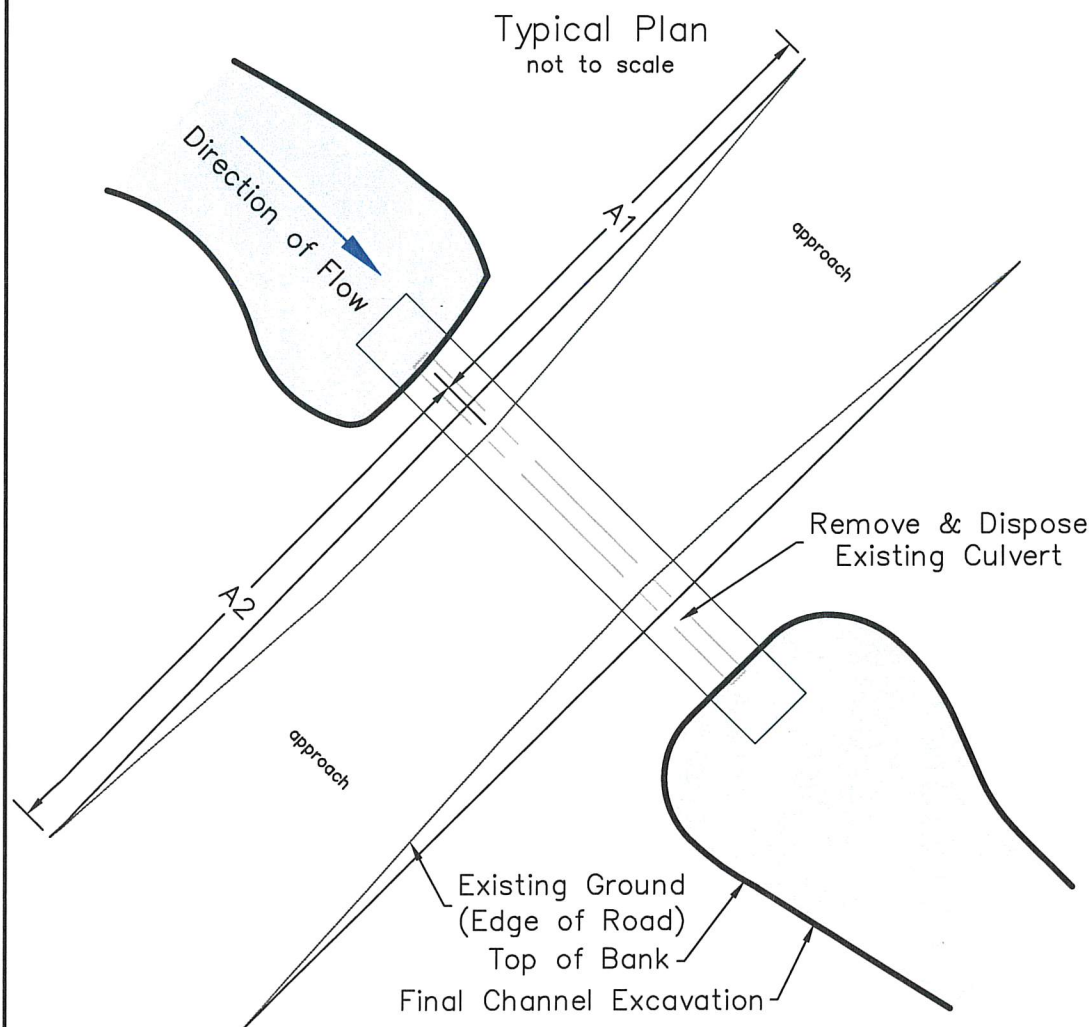


Culvert Parameters

Culvert Material =
 Culvert Diameter, D (in) =
 Culvert Length, L (ft) =
 Stream Slope, Ss (%) =
 Culvert Slope, Sc (%) =
 Countersink at Inlet, Din (ft) =
 Countersink at Outlet, Dout (ft) =
 Road Width, W (ft) =
 Approach Length Left, A1 (ft) =
 Approach Length Right, A2 (ft) =
 Recommended Design Load, DL =
 Elevation at Inlet Invert, EL (ft) =
 Contributing Watershed (acres) =
 Q100 - 100-year event flow (cfs) =
 Qjan - high flow fish passage (cfs) =
 Qmay - low flow fish passage (cfs) =
 hw, Q100 (ft) =
 hw, Qjan (ft) =
 hw, Qmay (ft) =
 Flow Velocity, Qjan (ft/s) =
 Flow Velocity, Qmay (ft/s) =

Design Notes:

1. The South Channel has been id in this ditch has been observed to observed to be dry during observ.
2. Culvert 1 and 2 are road cross South Channel.



Excavation Extents
(For Culvert Work Onl
 Final Ground
 Existing Ground

FIELD BOOK: _____						APPROVED: _____
SURVEYED: FLB, CC	OCT 2020					PROJECT MANAGER: _____
SURVEY BASE MAP: _____						DESIGNED: _____
CHECKED: _____						DRAINAGE INVESTIGATION NO.: _____
		NUM.	REVISION	BY	DATE	

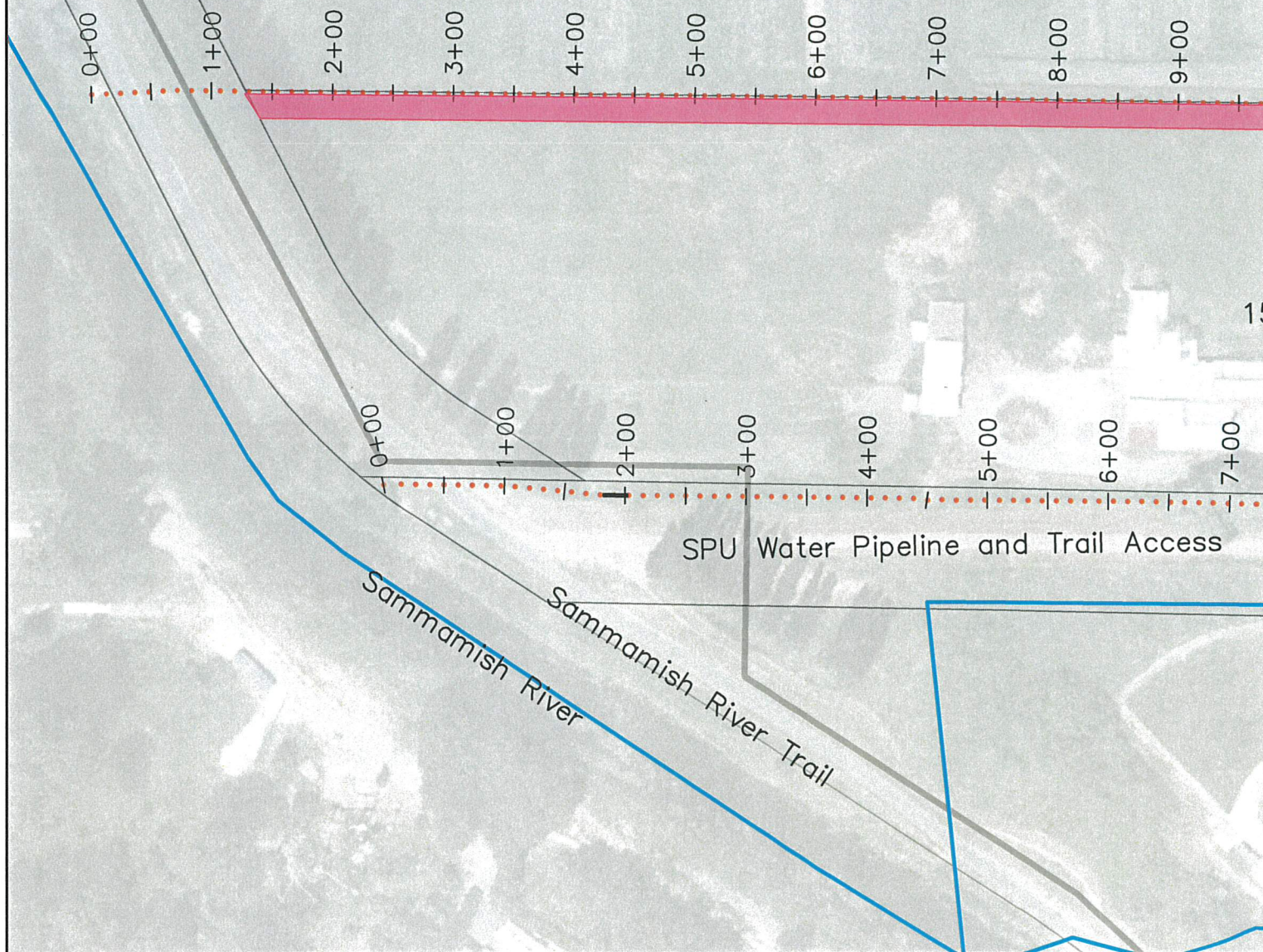
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PLanting Notes:

The planting zone and quantities will be in accordance with the ADAP streamline guidelines.

Both channels included in this plan are categorized as low artificial and do not require planting to occur after maintenance. However optional planting may occur at the direction of the landowner along the south side of the north channel. Final placement may be adjusted to fit site conditions at time of planting.

See the streamline ADAP agreement for further details regarding typical plant selection and layout.



FIELD BOOK: _____

SURVEYED: FLB, CC

OCT 2020

SURVEY BASE MAP: _____

CHECKED: _____

APPROVED: _____

PROJECT
MANAGER: _____

DESIGNED: _____

DRAINAGE INVESTIGATION NO.: _____

NUM.

REVISION

BY

DATE

Kn

Ecolibrium Farm looking North.
Orange arrow indicates proposed
new stream crossing as 24" x 20'
culvert pipe.





Ecolibrium Farm looking east. Farm is on the north side. Tolt Pipeline trail running East to west intersecting Samamish River Trail running north to south.

South ditch looking east. May 2021.
Completely dry



South Ditch looking west. May 2021. Completely dry.



SUBJECT:

Approve KCD Landowner Incentive Program cost-share application from Mark & Kandara Dodrill, for a Waste Storage Facility, in the amount of \$10,800.00.

FISCAL IMPACT

The current balance of cost-share funding for KCD LIP 2021 is summarized in the following table:

2021 LIP Cost-share Available	\$333,937.43
Current Request	\$ 10,800.00
Balance Remaining	\$323,137.43

POLICY CONSIDERATION

This proposed cost-share contract has been vetted through a staff approval committee and meets NRCS standards for the applicable best management practice (BMP). The application has been advanced for due pass by the Board of Supervisors.

STAKEHOLDER INTERESTS

- District cooperators working with District farm management, forestry and aquatic area enhancement programs
- King CD Board members and staff
- NRCS

BACKGROUND

The Dodrill's operate a llama and alpaca farm with a small herd of goats and sheep. They also have poultry, a pig and show rabbits. They purchased their property last year and have been working on improvements. They are in need of a manure management system to contain and compost manure. Their resource concerns include the potential for nutrients and pathogens to migrate into surface and ground water, if manure is stored uncovered outside. Their property is also located on a soil type with a moderately high nitrate-leaching capacity. The planned bin location is 475 feet east of an unclassified waterway (on the adjacent neighbor's property), which flows north to the Green river.

This project proposes to install one manure bin structure, built with concrete blocks and rebar, with a concrete base.

EFFECTIVE DATE

The cost-share award will become effective upon approval by the Board of Supervisors and the LIP contract will become effective upon signature by a Board representative.

RECOMMENDATION

Staff seeks Board approval of Landowner Incentive Program cost-share application from Mark & Kandara Dodrill for Waste Storage Facility in the amount of \$10,800.00.

MOTION

_____ Moved, _____ Seconded; Passed a motion to Approve KCD Landowner Incentive Program cost-share application from Mark and Kandra Dodrill, for Waste Storage Facility, in the amount of \$10,800.00.

KING CONSERVATION DISTRICT (KCD) LANDOWNER INCENTIVE PROGRAM APPLICATION

Section 1. Applicant (If applicant is not the landowner, then landowner must also sign the agreement)

Applicant Name: Mark & Kandara (Kandi) Dodrill		Farm/Business Name: Green Apple Alpacas	
Mailing Address: 38609 200th Ave SE Auburn, WA 98092		Project Address: Same	
Phone (home): 425-442-6583		Phone (work/mobile): cell: 206-226-1784	
Email Address: mark@dodrill.net; kandi@dodrill.net		KCD Staff: Megan Weldon	
Parcel #(s): 0520069046	<input type="checkbox"/> Incorporated <input checked="" type="checkbox"/> Unincorporated	Total Farm/Land Acreage: 5 acres	<input checked="" type="checkbox"/> T.A. <input type="checkbox"/> Farm Plan <input type="checkbox"/> Forest Plan
Is email an acceptable primary form of communication?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Would you like to be added to our newsletter list?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section 2. Project Information

Best Management Practice (BMP): Waste Storage Facility
Project Completion Date (month and year): 06/2022
<p>Current Site Conditions (Provide a brief summary of resource management problem addressed by BMP; also note if streams, wetlands, and steep slopes are near or within the project area):</p> <p>The Dodrills purchased this property last year. They are doing a good job managing the property and have been working on improvements. They are in need of a manure management system to contain and compost manure. They operate a llama/alpaca farm with a small herd of goats, and sheep. They also have poultry, a pig, and show rabbits. Their resource concerns include the potential for nutrients and pathogens to migrate into surface and ground water, if manure is stored, uncovered, outside. Their property is also located on a soil type with a moderately high nitrate-leaching capacity. The planned bin location is 475 feet east of an unclassified waterway (on the adjacent neighbor's property), which flows north to the Green river.</p>
<p>Project Details (Provide a brief summary of the project. Include acres treated, length of fence, dimensions of compost bin, types and numbers of plants, etc.):</p> <p>This project will install one manure bin structure, built with concrete blocks and rebar, with a concrete base (see attached design). The dimensions will be three bins at: 10ft.(w) x 10ft.(l) x 4ft.(h).</p>
<p>Maintenance Plan (Summarize your plan to maintain the practice. Include frequency and scope of inspections, repairs anticipated, etc.):</p> <p>Annually inspect bin for damage and needed repairs. Monitor bins during periods of intense rainfall to ensure nutrient runoff is not occurring and that roof water is not entering bins. Manage the compost piles for temperature, odors, moisture, and oxygen, as appropriate. Avoid accessing bins with heavy machinery during wet winter months, in order to protect soil health and reduce mud.</p>

Permits (List all permits required to complete this project):

N/A

Photos: Before photos must be submitted with this application.

Section 3. Cost-share Programs

- A. Have you previously applied for cost-share through the KCD Landowner Incentive Program (LIP)? ☐ Yes ☒ No
If yes, please list contract number and BMP below:

- B. Are you applying for (or received) funding (cost-share or grants) through other agencies or programs? ☐ Yes ☒ No
Please describe below:

1. King County Cost-share

Please list practices and date installed below:

2. NRCS EQIP (Natural Resources Conservation Service's Environmental Quality Incentive Program)

Please list practices and date installed below:

3. Other

Please list agency and describe project:

Other Cost-Share History/Notes:

Section 4. Budget (attached as Exhibit A)

The cost-share application budget is the applicant's statement for how the KCD cost-share funds will be spent. Use the attached Excel document to detail the budget for the project. Reimbursement values are restricted by unit maximums as well as practice maximums. KCD will be unable to provide a budget that exceeds either maximum. The cost differential for practices installed at a higher standard or cost shall be the responsibility of the applicant. In cases where a budget for a cost-share award needs to be updated, submit a budget revision request for approval. In the absence of an approved budget revision, the cost differential shall be the responsibility of the applicant. Furthermore, receiving financial assistance for an approved Best Management Practices will be subject to inspection by KCD planners. Approval for reimbursement will be based on the satisfactory completion of the project to the minimum specifications detailed in this application.

Partial reimbursements are available on a limited basis and must be requested in advance. They will only be considered when the installation of a project can be phased to achieve the standard described in the attached job sheet when reimbursement is requested.

- ☐ Select this box if you intend to request partial reimbursement as the project is installed.

Section 5. Education and Outre

KCD encourages public education through demonstration and innovative ways to address natural resource concerns. Presentations or written fact sheets.

- Will you consider becoming a demonstration


Section 6. Maintenance and Mo

The applicant is responsible to maintain the Best Management Practice (BMP) for the lifetime of the BMP.

- ☒ A. I understand the lifetime of the BMP.
- ☒ B. I understand KCD will work with me on site visits with KCD staff and/or any other staff.
- ☒ C. I understand I am obligated to maintain the BMP.

Section 7. Application and Agree

I request financial assistance (cost-share) under the

I understand that there are
reimbursements made to
associated with LIP cost-
MDP  (Initial

I understand that I am a
RMP If I sell or lose control

\$10,800.00

**Please attach the waste calculation worksheet to this application*

Landowner: Dodrill	Lifetime of Practice: 15 years
--------------------	--------------------------------

Purpose (check all that apply)	
<input checked="" type="checkbox"/> To temporarily store manure in a dry stack	<input type="checkbox"/> To improve soil fertility, tilth and water holding capacity
<input checked="" type="checkbox"/> To reduce the pollution potential of organic agricultural wastes to surface and ground water	<input type="checkbox"/> To reduce odor, fly and other vector problems
<input checked="" type="checkbox"/> To reduce bulk of organic material to be spread	<input checked="" type="checkbox"/> To destroy weed seed and pathogens

Proximity of facility to sensitive areas, wells, and property boundary (distance in feet)
Proximity to sensitive areas: Planned location is 475ft. east of an unclassified waterway that flows northward to the Green River.
Will the manure bins be located in the floodplain?: No

Number of AUEs the facility is planned for. Include volume of waste.
AUEs: 14.4 AUEs (8 llamas, 25 alpacas, 4 goats, 12 sheep, a pig, and 8 rabbits)
Waste volume: 79 cubic yards
How many months of storage is this planned for?: 8 months total

Specifics of facility (number of bins, type of construction material) *Please attach a drawing of an approved design.
Number of bins, bin dimensions: Three 10ft.(w) x 10ft.(l) x 4ft(h) with a two to four foot concrete apron.
Construction materials: Concrete blocks, rebar, concrete for base
Compost bin design: Small Manure Sht 1. (KCD concrete block manure bin design)
How will manure be covered?: Bins must be covered with a tarp.

Permits

Are there permits necessary for the project? If so, please list below and include a copy of the permit.

A permit is not required for this project.

Common circumstances that trigger a KC permit include, but are not limited to:

Contact the Permitting Office with questions.

Clearing: King County Code states that in general, a clearing permit is required for any removal of trees or vegetation from a critical area or from properties subject to urban clearing standards or clearing restrictions in a special district overlay defined in 21A.38 (PDF*, 344KB) of the [King County Code](#). Clearing over 7,000 square feet on RA zoned properties or removal of 5,000 board feet of merchantable timber also requires a permit. A separate [Forest Practice Permit](#) may also be required.

Grading: King County code requires that in general, any grading within a sensitive area, or any excavation greater than five feet in depth or over 100 cubic yards, or any fill greater than three feet in depth or greater than 100 cubic yards, or creation of more than 2,000 square feet of new impervious surface, requires a permit.

Roof: If the compost facility is under 200 sq. ft. it does not need a permit to cover with a roof. Above 200 sq. ft. would require a King County permit to roof the structure. The roof overhang of a 200 sq. ft structure may not exceed 24 inches, measured horizontally from exterior wall.

****Landowners must follow all local, state, and federal laws.**

Operation and Maintenance

Manage the compost piles for temperature, odors, moisture, and oxygen, as appropriate. Appropriate equipment for managing the composting temperature should include a long stem thermometer. Make adjustments throughout the composting period to insure proper composting processes.

Closely monitor temperatures above 165°F. Take action immediately to cool piles that have reached temperatures above 185°F.

Moisture content can be determined by the “squeeze test,” a non-quantitative method of estimating moisture. In this test, a handful of the material is squeezed together in the fist. If water actively drips out while the compost is squeezed, the material is too wet. If the material does not release water, and crumbles apart when the fist is opened, the material is too dry. Only if the material does not release water and stays compacted when the fist is opened, is the moisture content “just right.” (Mountain Organic Materials)

In order to maintain appropriate moisture content, compost piles in Western Washington must be covered year round.

Additional Specifications and Notes:

Pursuant to KC Code, manure storage should be covered, 35' from property boundary, 100' from wells, and 100 ft from areas of open water.

If the facility is in a floodplain, compensatory storage must be provided at the same elevation, equivalent to the volume of the facility that is in the 100-year flood plain.



Landowner Name: **Mark & Kandara Dodrill**

Map Type: **LIP Map- WSF**

KCD Staff Name: **Megan Weldon**

Address: **38609 200th Ave SE, Auburn, WA 98092**

Map Date: **May 24, 2021**



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Document Path: K:\GIS Data\KCD_GIS Data\Farm\KCDs\Projects\Farm Plan Maps\0-Dodrill 7477\KCD FRM Dodrill 7477 1.F.mxd



1:875

Parcel #(s): **0520**

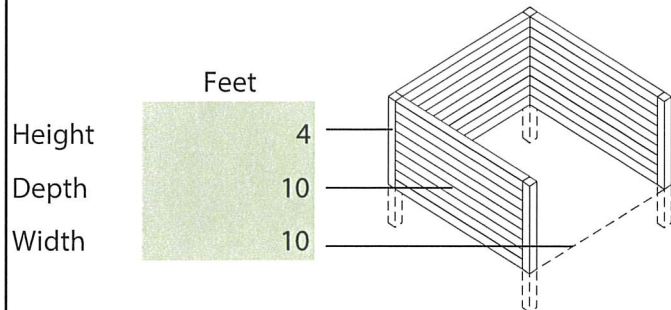
Waste Storage Bin Sizing Worksheet

For: Kandi Dodrill

Production

	Total Animal Units 14.39	Days Confined 183
	Manure with Bedding (Cubic Yards)	Manure Only (Cubic Yards)
12 month Storage Requirement		
Storage volume required=	78.9	59
6 month Storage Requirement (NRCs)		
Storage volume required =	78.7	58.7

Single Bin Dimensions



Single Bin Capacity = 14.8 Cubic yards
3-Bin System Capacity = 44.4 Cubic yards

Recommended= 5 Bins for full year's storage
Recommended= 3 Bins for 8 month's storage

Days Confined =

number of days manure is picked from stalls and/or Heavy Use Areas (HUAs) and stored in waste storage structure.

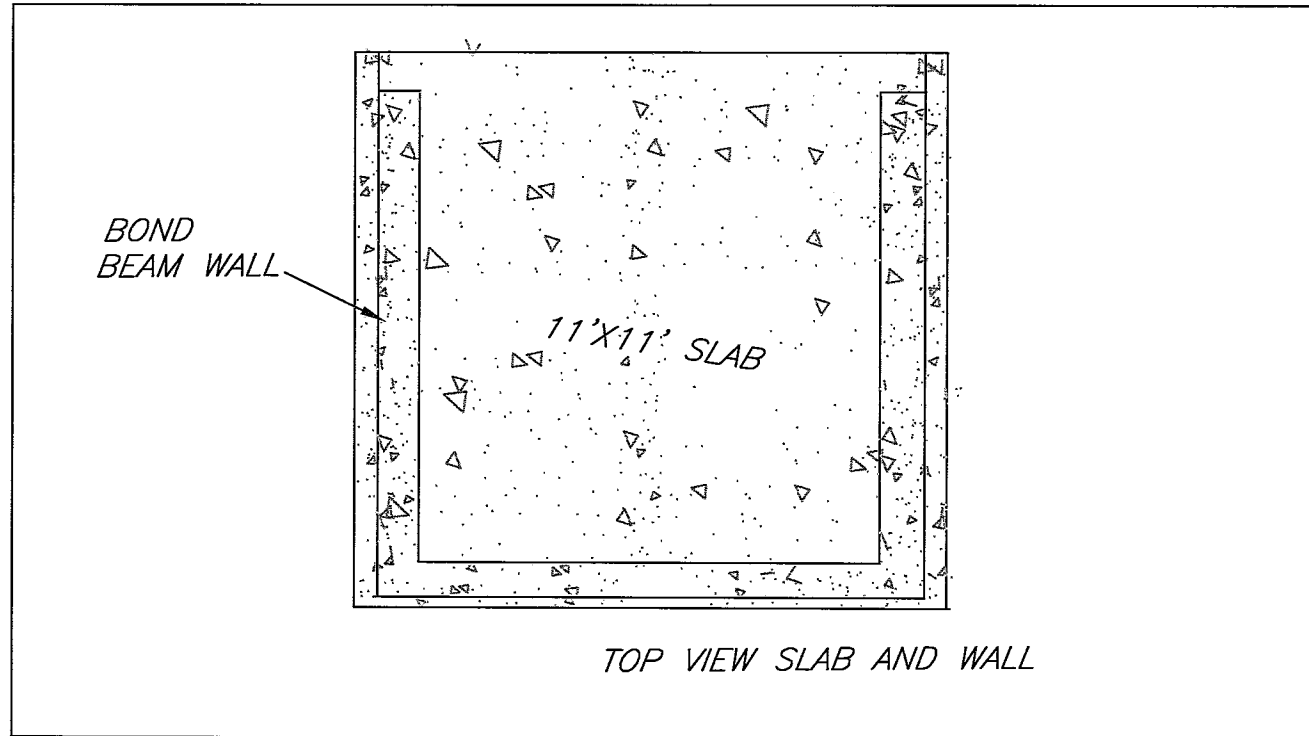
SLOPE SLAB
UNDER WALL

SIDE VIEW

CUTAWAY SIDE VIEW

REINFORCED BOND BEAM BLOCK WALL DETAIL

REINFC



6"

NONST

NOTES

1. Concrete mix should have a 28 day compressive strength of 3000 psi or greater.
2. Rebar should have a minimum concrete cover of 2 inches.

COMPOST SHED

Planned HUA Location:

(Note- blackberry and other weeds will be cleared)







SUBJECT:

Approve KCD Landowner Incentive Program cost-share application from Alex Mezlish, for a Stream Crossing, in the amount of \$16,500.00.

FISCAL IMPACT

The current balance of cost-share funding for KCD LIP 2021 is summarized in the following table:

2021 LIP Cost-share Available	\$312,563.43
Current Request	\$16,500.00
Balance Remaining	\$296,063.43

POLICY CONSIDERATION

This proposed cost-share contract has been vetted through a staff approval committee and meets NRCS standards for the applicable best management practice (BMP). The application has been advanced for due pass by the Board of Supervisors.

STAKEHOLDER INTERESTS

- District cooperators working with District farm management, forestry, and aquatic area enhancement programs.
- King CD Board members and staff
- NRCS

BACKGROUND

This project consists of installing one new stream crossing on an unnamed agricultural ditch that King County ADAP has classified as a 'low artificial' ditch. There is currently no crossing here. The purpose of this stream crossing is to provide public access from an adjacent Tolt Pipeline and Sammamish River Trail to provide economic benefit to the farm. The cooperator would also like to provide educational opportunities to the public.

This is referred to as the 'south ditch' in the attached plans. The south ditch and another 'north ditch' will receive ADAP this summer. Permits have been applied for already with WDFW. The new proposed crossing is identified in the attached plans as 'Culvert 3.' This cooperator would like to install this culvert as a way to welcome farm visitors from the adjacent Tolt Pipeline Trail and Sammamish River Trail.

EFFECTIVE DATE

The cost-share award will become effective upon approval by the Board of Supervisors and the LIP contract will become effective upon signature by a Board representative.

RECOMMENDATION

Staff seeks Board approval of Landowner Incentive Program cost-share application from Alex Mezlish, for a Stream Crossing, in the amount of \$16,500.00.

KING CONSERVATION DISTRICT (KCD) LANDOWNER INCENTIVE PROGRAM APPLICATION

Section 1. Applicant (If applicant is not the landowner, then landowner must also sign the agreement)

Applicant Name: Alex Meizlish		Farm/Business Name: Ecolibrium	
Mailing Address: 20315 NE 160th St Woodinville, WA 98077		Project Address: 15015 148th Ave NE Woodinville Wa 98072	
Phone (home): (847)924-5993		Phone (work/mobile): 847-92495993	
Email Address: alex@ecolibriumfarms.com		KCD Staff: Stockton	
Parcel #(s): 152605-9103	<input type="checkbox"/> Incorporated <input checked="" type="checkbox"/> Unincorporated	Total Farm/Land Acreage: 12.2	<input checked="" type="checkbox"/> T.A. <input type="checkbox"/> Farm Plan <input type="checkbox"/> Forest Plan
Is email an acceptable primary form of communication?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Would you like to be added to our newsletter list?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Section 2. Project Information

Best Management Practice (BMP): Stream Crossings
Project Completion Date (month and year): September 2021
<p>Current Site Conditions (Provide a brief summary of resource management problem addressed by BMP; also note if streams, wetlands, and steep slopes are near or within the project area):</p> <p>This project consists of installing one new stream crossing on an unnamed agricultural ditch that King County ADAP has classified as a 'low artificial' ditch. This is referred to as the 'south ditch' in the attached plans. The south ditch and another 'north ditch' will receive ADAP this summer. Permits have been applied for already with WDFW. The new proposed crossing is identified in the attached plans as 'Culvert 3.' There is currently no crossing here. This cooperator would like to install this culvert as a way to welcome farm visitors from the adjacent Tolt Pipeline Trail and Samamish River Trail. Ultimately, this cooperator would like to provide educational opportunities to the public and he believes that providing easy access from neighboring trails will help build a relationship with the community.</p> <p>Project Details (Provide a brief summary of the project. Include acres treated, length of fence, dimensions of compost bin, types and numbers of plants, etc.):</p> <p>Plan is to install a new culvert that will be 24" x 20'. Project is being engineered by Lou Beck with King County Stormwater Services (Project Manager of ADAP). This south ditch and another low artificial ditch to the north are a part of a bigger ADAP project that is scheduled for summer 2021. Final plans are attached.</p>
<p>Maintenance Plan (Summarize your plan to maintain the practice. Include frequency and scope of inspections, repairs anticipated, etc.):</p> <p>Culvert will be inspected by cooperator on an annual basis in the drier season when ditch is completely dry.</p>

Permits (List all permits required to complete this project): WDFW Hydraulic Project Approval: (Permitted submitted 5/20/2021 by Lou Beck).
Photos: Before photos must be submitted with this application.

Section 3. Cost-share Programs

- A. Have you previously applied for cost-share through the KCD Landowner Incentive Program (LIP)? ☐ Yes ☒ No
If yes, please list contract number and BMP below:

- B. Are you applying for (or received) funding (cost-share or grants) through other agencies or programs? ☒ Yes ☐ No
Please describe below:

1. King County Cost-share

Please list practices and date installed below:

2. NRCS EQIP (Natural Resources Conservation Service's Environmental Quality Incentive Program)

Please list practices and date installed below:

3. Other

Please list agency and describe project:

KCD Ag Drainage Cost-Share program 2021 recipient. Project plans are attached. A total of approximately 2800 linear feet of low artificial ditches will be maintained by removing accumulated sediment and vegetation. This includes 2500 LF of ditches and an additional 265 LF of field swale will

Other Cost-Share History/Notes:

Section 4. Budget (attached as Exhibit A)

The cost-share application budget is the applicant's statement for how the KCD cost-share funds will be spent. Use the attached Excel document to detail the budget for the project. Reimbursement values are restricted by unit maximums as well as practice maximums. KCD will be unable to provide a budget that exceeds either maximum. The cost differential for practices installed at a higher standard or cost shall be the responsibility of the applicant. In cases where a budget for a cost-share award needs to be updated, submit a budget revision request for approval. In the absence of an approved budget revision, the cost differential shall be the responsibility of the applicant. Furthermore, receiving financial assistance for an approved Best Management Practices will be subject to inspection by KCD planners. Approval for reimbursement will be based on the satisfactory completion of the project to the minimum specifications detailed in this application.

Partial reimbursements are available on a limited basis and must be requested in advance. They will only be considered when the installation of a project can be phased to achieve the standard described in the attached job sheet when reimbursement is requested.

- ☐ Select this box if you intend to request partial reimbursement as the project is installed.

Section 5. Education and Outreach

KCD encourages public education through demonstration projects. Demonstration projects are used to educate other landowners about innovative ways to address natural resource concerns. A demonstration project may be showcased in a guided tour, or featured in presentations or written fact sheets.

- Will you consider becoming a demonstration project?

☒ Yes ☐ No

Section 6. Maintenance and Monitoring Expectations

The applicant is responsible to maintain the Best Management Practice (BMP) to standard as detailed in the attached Job Sheet for the lifetime of the BMP.

☒ A. I understand the lifetime of the BMP is 10 years.

☒ B. I understand KCD will work with me to verify proper maintenance of the installed BMP, which will include a combination of site visits with KCD staff and/or annual photo documentation submitted by me for the lifetime listed in Section 7A.

☐ C. I understand I am obligated to maintain and monitor the BMP for the lifetime listed in Section 6A.

Section 7. Application and Agreement

I request financial assistance (cost-share) under the KCD LIP to install the Best Management Practice (BMP) described in this application and detailed in the attached *Job Sheet and Map*. This practice is needed to solve the natural resource problems described in Section 2 of this application. This Agreement expires if the project is not completed by the specified completion date in Section 2 or in an approved timeline revision request. AM (Initial Here)

I agree to ensure that all applicable local, state, and federal permits are obtained for installation of the BMP for which funds are requested. Furthermore, I understand that KCD must receive a copy of any applicable permit to process my cost-share reimbursement. AM (Initial Here)

I agree to work cooperatively with KCD to ensure the funded BMP is maintained consistent with the design life identified in the attached Job Sheet and in Section 6 of this application. AM (Initial Here)

I agree to indemnify, defend, and hold harmless KCD, its elected or appointed officials, employees and agents, from all claims, alleged liability, damages, losses to or death of person or damage to property allegedly resulting from the negligent or intentional acts of the applicant or any of its employees, agents, contractors or subcontractors in connection with this Agreement. AM (Initial Here)

I represent that the information provided in Section 3 of this application is a full disclosure of all other natural resource financial cost-share relationships in which I have or am participating. Furthermore, I agree to disclose if I am applying for or receive funding (cost-share or grants) for the BMP described in this application through other agencies or programs and to provide KCD with written documentation detailing this funding support. This may include copies of reimbursement checks or letters showing value of provided contribution. I understand that I must provide proof of reimbursement for alternate funding prior to receiving reimbursement through the KCD LIP. I acknowledge that KCD LIP funds cannot be used in combination with other funding sources to exceed 100% of project costs. I agree to allow communication between KCD and any other agency regarding the details of the project as well as funding details.

AM (Initial Here)

I understand that LIP cost-share reimbursement is contingent upon installing the BMP to the minimum standard provided by KCD, and that KCD will verify standard compliance. Furthermore, I understand that changes to the installation details (attached *Job Sheet and Map*) must be approved through a *Scope of Work Revision Process*. Unapproved changes will not be eligible for reimbursement.

AM (Initial Here)

I understand that there may be federal tax liability associated with a LIP cost-share reimbursement, and that KCD will issue a 1099-G for reimbursements made through the LIP. Furthermore, I understand that KCD cannot provide advice with respect to the tax liability associated with LIP cost-share reimbursements and that I have been advised to consult with my own tax professional.

AM (Initial Here)

I understand that I am applying for public funding and am responsible for notifying a buyer upon sale or loss of the property of the installed BMP. If I sell or lose control of the property covered by this Agreement and the new owner or transferee does not assume responsibility for maintaining the installed BMP as required by this Agreement, I may be required to refund all or a portion of the cost-share received through this Agreement. In the event of litigation arising from or related to this Agreement, attorney's fees and costs incurred by the prevailing party shall be paid by the non-prevailing party. AM (Initial Here)

I give permission to KCD to photograph my property to document the site conditions and/or the implementation and maintenance of the funded practice. In the event that I or any of my family members or dependents choose to be photographed in a setting that reflects the assistance provided by KCD, I give KCD permission to publish such photographs in KCD promotional literature, advertising, social media, and other public displays. The photographs will be the property of KCD and may be used by KCD at any time, in the manner described above, without my additional consent. AM (Initial Here)

I understand that this Agreement is subject to disclosure under the Public Records Act, Chapter 42.56 RCW. AM (Initial Here)


I understand that I will no longer be eligible for KCD cost-share funds if one or more of the following occurs: AM (Initial Here)

- a. The KCD funded BMP fails within its design life due to circumstances within my control (e.g., neglect, failure to maintain the BMP, destruction of the BMP before expiration of the design life, or other actions which cause the KCD funded BMP to become non-viable). *Note: Landowners are not responsible for BMP failure caused by circumstances beyond their control (e.g. fire, flood, storm damage, etc.).*
- b. I relinquish or lose ownership of equipment purchased with KCD cost-share.
- c. The KCD funded BMP is not being used for the intended purpose (e.g. cross fencing purchased with KCD funding, but no animals on property).
- d. I cancel 2 cost-share contracts awarded through the KCD Landowner Incentive Program.
- e. I deny KCD staff access to my property to verify BMP installation and maintenance.

I understand KCD will provide a sign free of charge after completion of a project, and I agree that: AM (Initial Here)

- a. I will select a visible location on my property for display of the sign and will install it.
- b. I will maintain the sign and keep it free of visual barriers for at least five years after installation.
- c. I am not responsible for damage to the sign that is beyond my control (e.g. auto accident, storm damage, vandalism, etc.)

Alex Meizlish

Signature of applicant 

Date 7/7/21

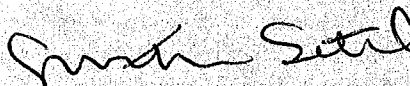
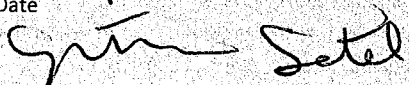
Signature of Landowner (if applicant is Lessee)

Date

FOR KCD OFFICE USE

Approved for Award (KCD LIP Coordinator)

Date


 7/8/21

Approved for Funding (KCD Management)

Date

7/8/21

LIP ID:

\$16,500.00

BMPs	Units	cost/unit	%	reimbursement rate	
Animal Trails & Walkways	sq ft	\$ 0.75	0.5	\$ 0.38	Ac.
Aquatic Area Buffer	project	\$ 30,000.00	0.9	\$ 27,000.00	AUE
Buffer Fencing	ft	\$ 12.00	0.75	\$ 9.00	Ft.
Building Relocation for Aquatic Area/Buffer	project	\$ 50,000.00	0.5	\$ 25,000.00	Sq. Ft.
Bulkhead Removal (Freshwater, Marine)	project	\$ 50,000.00	0.75	\$ 37,500.00	Project
Cover Crops	acre	\$ 150.00	0.9	\$ 135.00	
Cross Fencing	ft	\$ 6.00	0.5	\$ 3.00	
Forest Health Management	project	\$ 30,000.00	0.75	\$ 22,500.00	
Heavy Use Area Protection	AUE	\$ 1,400.00	0.5	\$ 700.00	
Pasture & Hay Planting	acre	\$ 325.00	0.5	\$ 162.50	
Roof Runoff Management	ft	\$ 7.00	0.5	\$ 3.50	
Stream Crossing	ft	\$ 1,100.00	0.75	\$ 825.00	
Subsurface Drain	ft	\$ 20.00	0.5	\$ 10.00	
Upland Wildlife Habitat Management	project	\$ 20,000.00	0.75	\$ 15,000.00	
Waste Storage Facility	AUE	\$ 1,000.00	0.75	\$ 750.00	
Watering Facility	project	\$ 50,000.00	0.5	\$ 25,000.00	

Landowner: Meizlish	Lifetime of Practice: 10 years
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Purpose (check all that apply)	
<input type="checkbox"/> Reduce streambank and streambed erosion	<input checked="" type="checkbox"/> Provide crossing for access to another land unit
<input type="checkbox"/> Improve water quality by reducing sediment, nutrient, organic, and inorganic loading of the stream	<input type="checkbox"/> Remove a fish passage barrier in combination with installing fish passable crossing structure.

Summarize the Project Proposal. Provide the following: 1) describe project activities, including permitting, site prep, installation, and maintenance and monitoring; 2) describe the anticipated project outcome (e.g. fish and wildlife benefits, other environmental benefits); and 3) outline the project implementation time line.
<p>Install one new 24" x 20' LCPE (Lined Corrugated Polyethylene Pipe) culvert over an artificial agricultural ditch. Proposed engineer plans are attached for full ADAP project to remove built up sedimentation in this ditch as well. King County Stormwater engineer, Lou Beck, submitted Hydraulic Project Approval application to the WDFW on May 20, 2021. Site preparation will involve removal of built up sediment first in the ag ditch, then installing pipe to plan specifications. The Tolt gas pipeline runs along the southern border. This parcel is owned and maintained by Seattle Public Utilities division that owns the existing Tolt pipeline. A maintenance supervisor at SPU has provided written consent to complete this work along their property boundary. The culvert installation will be completed by a licensed, bonded and insured contractor with oversight by a King County engineer and KCD Ag Drainage program coordinator.</p> <p>The cooperator would like to install this culvert as a way to welcome farm visitors from the adjacent Tolt Pipeline Trail and Samamish River Trail. Ultimately, this cooperator would like to provide educational opportunities to the public and he believes that providing easy access from neighboring trails will encourage passerby's to want to be a part of local agriculture. Project should be implemented in 2021 or 2022 depending on contractor availability and other cost-share resources available.</p>

Describe Project Area. Provide the following: 1) extent of project area above and below ordinary high water mark; 2) dimensions of site; and 3) briefly describe the existing vegetation and habitat conditions.
<p>Project will take place both above and below the OHWM. Existing streambed and fill will need to be excavated to a depth adequate to place 24" x 20'. Attached plans provide specifications for complete installation. Existing vegetation in the direct vicinity of the site is almost exclusively reed canary grass and Himalayan blackberry. Planned culvert will be 24" by 20'. Anticipate construction area (including staging) to be approximately 100' x 40' at biggest. King County ADAP will take lead for cultural resources, endangered species act, and essential fish habitat consultation with Federal and state agencies.</p> <p>This ditch is classified by King County ADAP as a 'low artificial ditch' which means it was a man-made ditch and is not connected directly to another watercourse. It is highly unlikely that any native salmon species will be found in a low artificial ditch. This ditch and another ditch on the northern side of this farm are both classified as low artificial ditches. The proposed culvert installation is on the 'south ditch' (per attached plans). The Tolt gas pipeline runs parallel to this farm and the ag ditches. The property</p>

south of the Tolt pipeline is a King County Park owned property that contains Derby creek approximately 100' south of this proposed culvert installation on the south ditch. Derby Creek is considered fish-bearing and has been reported as the source for flooding this cooperators' farm. The Samamish River is to the west of this farm property but has not been the source of flooding this property in the past.

Canopy cover is less than 10% and gaps in the natural plant community exceed 30% of the overall stream reach on the property. Grasses extend to the waterline and into the channel. The owner stated that the ditch stays dry throughout summer. Gradient is 0-1% and substrate is comprised of 100% fines. There is one additional crossing over this south ditch about 100 yards further east of this proposed site. The cooperator would like to place a crossing closer to the Samamish River Trail to invite more foot traffic onto his farm fields for education, tastings, and farm produce sales.

Name and type (S, F or N, wetland I, II, or III) of waterway to be crossed.

Unnamed agricultural ditch. Classified as 'low artificial' agricultural ditch per King County ADAP.

Land Uses and Associated Impacts. Provide the following: 1) describe how the property is used (e.g., residential, commercial, recreational); 2) describe adjacent properties, including land uses and any potential adverse impacts to adjacent properties associated with the proposed project.

Property is agricultural in nature. The owner recently purchased in 2020 and is currently farming a few miles away from this site. The cooperator intends to use all 11 acres of crop fields for growing vegetables and fruits sustainably. Adjacent property to the north is also agricultural in nature and mostly row crops. Although this neighbor is not a part of this project, they will receive direct benefit when ADAP maintains the shared 'north ditch' and removes sediment and vegetation. The Seattle Public Utilities owns the parcel to the south that the Tolt gas pipeline runs through. The SPU has already provided consent to access their property and clean this ditch that is partially on their property boundary line. The SPU will send a surveyor to the site and mark the boundaries of the pipeline with all necessary buffers carefully marked as well. Special care will be given when working close to the pipeline.

List the intended use (people, livestock, equipment, or vehicles). Also include the stream crossing dimensions and project materials. Please attach an engineer approved design.

Intended use is foot traffic from passerby's on the Samamish River Trail and Tolt Pipeline Trail. Proposed crossing will be 24" wide and 20' long. Project materials will include gravel, rock, and lined corrugated polyethylene pipe.

Grading and Demolition Activities. *Describe the plan to remove structures (failing culvert, etc.) and grade project areas, including specific construction methods and equipment to be used.*

This ditch is dry in the summer. There is no existing structure currently. Excavators shall be used to remove existing soil at the new site and place the fill. Fill will be compacted with an excavator-mounted compactor. The excavator will place the culvert in place according to engineer specifications. The contractor will ensure elevations are correct. The King County engineer will oversee installation.

Habitat Restoration Activities. *Provide the following that apply: 1) describe site preparation activities (e.g. weed control, substrate to be applied, soil amendment to used); 2) identify the type and source of plant materials (e.g. potted, bareroot, ball and burlap and native plant nurseries providing plant material); 3) describe the care and temporary storage of plant materials; 4) describe installation plan (e.g. planting plan, installation techniques, sheet mulching, etc.); 5) describe maintenance and monitoring plan (e.g. number of years to be conducted, survival data collection, etc.).*

All bare soils will be reseeded and/or mulched. No plantings planned at this time. No plantings are required via ADAP when maintaining a low artificial ditch. Cooperator is interested in CREP planting in eastern portion of fields or smaller buffer along north ditch.

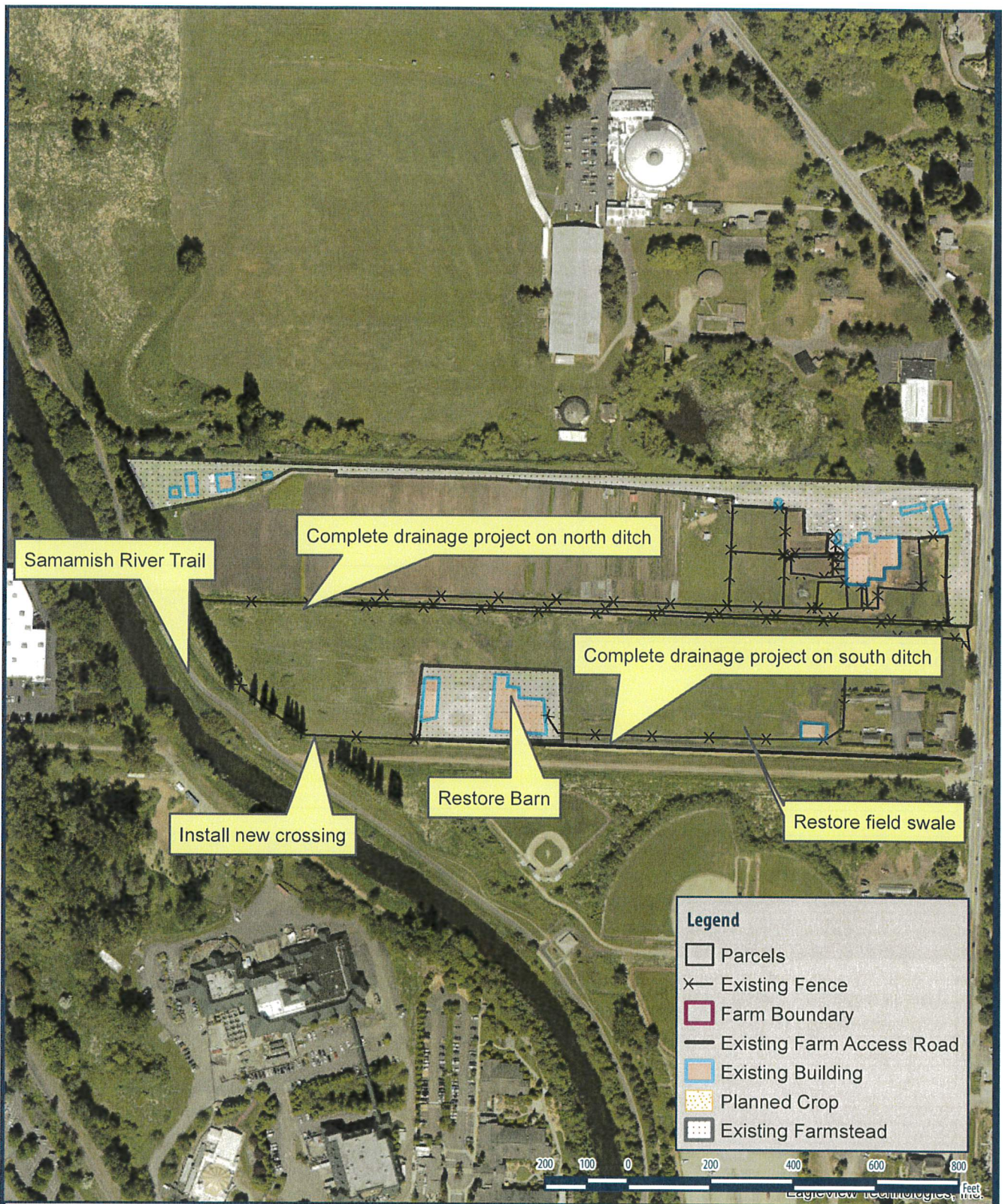
Permits. *Provide the following: 1) a list of all permits necessary for approval of project; 2) copies of all permits secured to date.*

HPA was applied for 5/20/2021.

Operation and Maintenance. *According to the following Washington State laws, WAC 220-110-070 and RCW 77.55.060, the owner of a road culvert, or ford that is a fish passage facility is responsible for maintaining its fish passage functions as well as maintenance of the structure. For example, The stream crossing, appurtenances, and associated fence should be inspected after each major storm event, with repairs made as needed.*

This is not a fish passage culvert. The cooperator has agreed to maintain this culvert by removing sediment for the five-year period that the HPA permit is valid for starting in July 1, 2021.

Additional Specifications and Notes:



Landowner Name: Meizlish- Ecolibrium	Map Type: Planned Conditions Map	Directional: NE
Address: 15015 148th Ave NE	KCD Staff Name: Liz Stockton	Section: 04
Woodinville, WA 98072	Map Date: June 01, 2021	Township: 25
Acres: 12.2	Parcel #(s): 152605-9103	Range: 07

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DISCLAIMER: While every precaution was taken in preparing this map, the publisher disclaims any warranty of fitness or accuracy of the data. The map is approximate in nature, based on compilation of data from multiple sources, and should not be relied upon or referenced in legal documents, including property deeds, title reports, and contract documents, nor substituted for appropriate survey and/or engineering analysis. The user of the map acknowledges its limitations, assumes all responsibility for its use, and agrees to hold the publisher harmless for any damages that may result from the use of this map. This map is subject to change without notice.

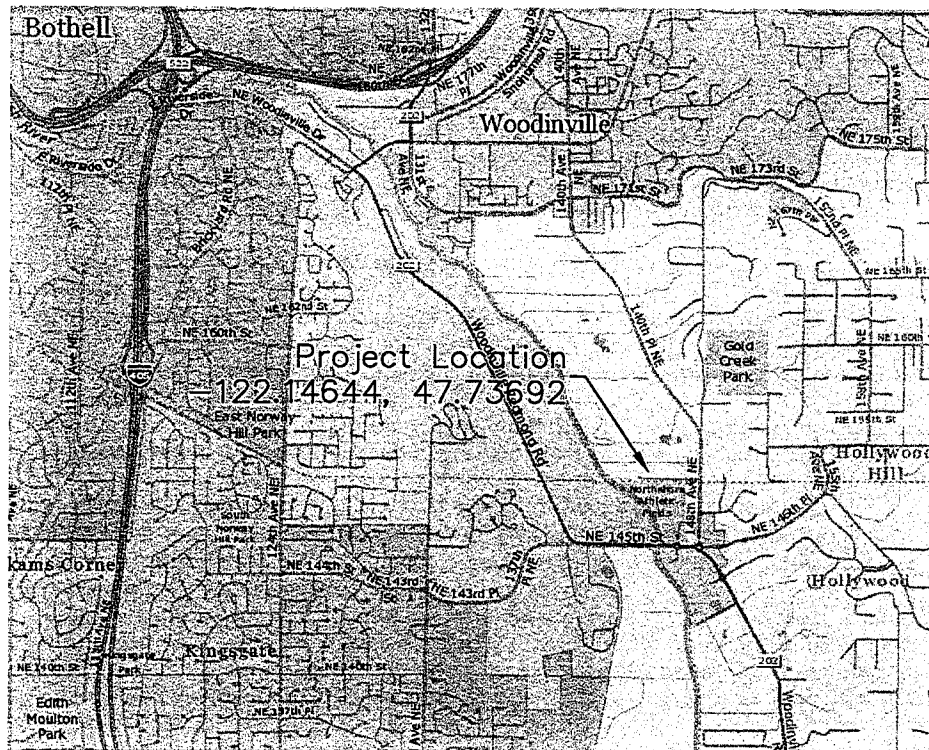


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MEIZLISH AGRICULTURAL WATERWAY MAINTENANCE PLAN KING COUNTY AGRICULTURAL DRAINAGE ASSISTANCE PROGRAM

VICINITY MAP

INDEX




SHEET TITLE

SHEET NUMBER

Cover Page
Notes
Plan Map
Profile View
Section View
Culvert Detail
Planting Plan

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10

FIELD BOOK:		APPROVED:		 Know what's below. Call before you dig.	King County Department of Natural Resources and Parks Water and Land Resources Division Stormwater Services Section Christie True, Director	COVER PAGE Meizlish ADAP Ecolibrium Farm 15015 148th Ave NE Woodinville, WA 98072	SHEET 1 OF 10 SHEETS
SURVEYED: FLS. CC	OCT 2020	PROJECT MANAGER:					
SURVEY BASE MAP:		DESIGNED:					
CHECKED:		DRAINAGE INVESTIGATION NO.:					
NUM.	REVISION	BY	DATE				

5/18/21

Notes:

Total maintenance length to be included in this project is:

<u>Waterway Classification</u>	<u>Length</u>	<u>Volume</u>	<u>Note</u>
North Channel	1,725	300 cy	Expected dry, maybe some ponding of (not flowing) water in August–October
South Channel (DRY)	1,100	150 cy	No expected water – dry in October 2020
Farm Field Swale (DRY)	265	70 cy	No expected water – dry in October 2020

The culvert installation proposed for this project is for a farm road cross culvert to connect a farm field swale to the south channel, as well as a replacement of an existing farm road cross culvert, as well as placement of a culvert in the South Channel with backfill to match top of bank elevations. The swale is not a waterway. Actual length may be more or less than total listed, and will be based on assessments made onsite at the time of excavation. The landowner is under no obligation to perform the work shown in this plan in part or whole.

- Estimated volume is shown as in-place cubic yards (cy).
- All work shall be performed in accordance with King County's agreement for best management practices for maintenance of agricultural waterways (BMPs), the Washington Department of Fish and Wildlife (WDFW) Hydraulic Project Approval (HPA), and the King Conservation District (KCD) farm plan.
- In-channel work will occur within the time frame allowed by the HPA.
- Spoils may be spread on farm fields to a depth no greater than 6 inches or removed from the site and disposed of in a legal manner.
- Fish relocation may be performed by King County, at the direction of the KC ADAP representative and with coordination by the maintenance contractor or landowner. Staffing shortages, health restrictions and other conditions may extend the timeline the county can reasonably provide resources.
- A 1-hour pre-construction meeting, including the landowner or landowner's representative, the maintenance contractor, the King Conservation District Drainage Coordinator and a King County ADAP employee, is required prior to the start of any maintenance activities.
- It is the contractor's responsibility to monitor excavation elevations and ensure that maintenance dredging does not exceed historical-channel extents.
- It is the contractor's responsibility to not over-steepen excavated channel banks. Excavation resulting in over-steepened slopes will be repaired by the contractor.
- Native vegetation should be protected to the extent practicable.
- The landowner is responsible for protecting the installed planting from livestock grazing and all farm activities.
- No utilities have been located. It is the responsibility of the company or person performing the work to request utilities be located and coordinate with the owning authorities of those utilities. Seattle Public Utilities is known to have a water pipeline in the immediate vicinity of the project. A mainline sewage pipe is known to be in the immediate vicinity of the project as indicated from publicly available map data on the plan map.

FIELD BOOK:					APPROVED:	 <p>Know what's below. Call before you dig.</p>	King County Department of Natural Resources and Parks Water and Land Resources Division Stormwater Services Section Christie Truse, Director	Notes (1 of 2) Meizlish ADAP Ecolibrium Farm 15015 148th Ave NE Woodinville, WA 98072	SHEET 2 OF 10 SHEETS 5/18/21
SURVEYED: FLS, CC	OCT 2020				PROJECT MANAGER:				
SURVEY BASE MAP:					DESIGNED:				
CHECKED:					DRAINAGE INVESTIGATION NO.:				
		NUM.	REVISION	BY	DATE				

Site History: The King County Agricultural Drainage Assistance Program has no previous knowledge of this site.


Landowner List:

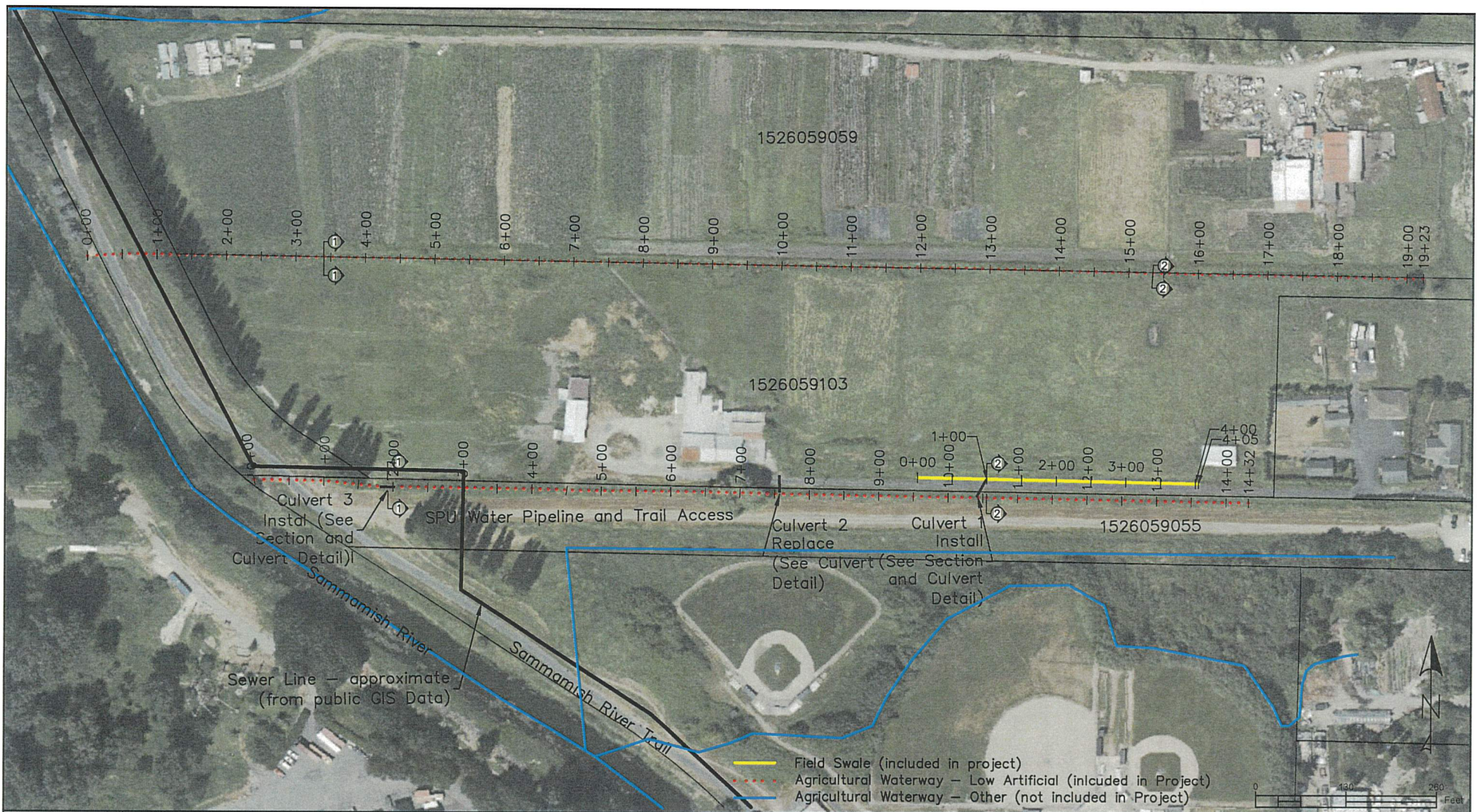
Name	Parcel ID
Alex Meizlish	1526059103
Seattle Public Utilities	1526059055
King County DNRP – Parks	1526059070

Fish Relocation: Fish relocation will occur in these locations, listed in order of preference: upstream (of project), adjacent tributary, nearby stream, river, downstream. Olympic Mudminnow, if found, will only be relocated within the same system. Resilient fish species, such as Stickleback and Sculpin, may be captured and released into conditions that would not be deemed acceptable for capture/release of salmonids, with oversight by the ADAP fish relocation lead fish expert.

Expected Hydrology

Segment	Length (ft)	DRY?	Hydrology	Mapped Classification	Expected Fish Use
North Channel	1,725	Partial	It's expected that portions of the channel can retain ponded water into the dry season due to accumulated sediments creating humps and dips in the profile. The persistence of these ponded areas is expected to be dependent on local rainfall and runoff. They may completely dry up during the summer.	Low Artificial	As of an October 2020 survey, the channel was not conveying surface water from 0+00 to station 6+50, with the channel being dry for for that length. Water was present in a ponded condition from 6+50 to approximately 15+50, with minimal water beyond that. If any salmonids were to find their way into this ditch, they are not expected to survive in summer time conditions in this channel, when water is expected to dry up completely, or if it remains in a ponded condition would be very minimal and of extremely poor quality.
South Channel	1100	yes	Local surface run-off is the primary source of water for this channel	Low Artificial	no fish are expected to be present during dry conditions
Swale	265	yes	farm field surface water run-off is the primary source of water into the swale	n/a	none

FIELD BOOK: _____ SURVEYED: FEB. 02 OCT 2020 SURVEY BASE MAP: _____ CHECKED: _____	APPROVED: _____ PROJECT MANAGER: _____ DESIGNED: _____ DRAINAGE INVESTIGATION NO.: _____	 Know what's below. Call before you dig.	King County <small>Department of Natural Resources and Parks Water and Land Resources Division Stormwater Services Section Christie True, Director</small>	Notes (2 of 2) Meizlish ADAP Ecolibrium Farm 15015 148th Ave NE Woodinville, WA 98072	SHEET 3 OF 10 SHEETS 5/18/21
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FIELD BOOK:					
SURVEYED: FLB, CC	OCT 2020				
SURVEY BASE MAP:					
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PROJECT MANAGER:	
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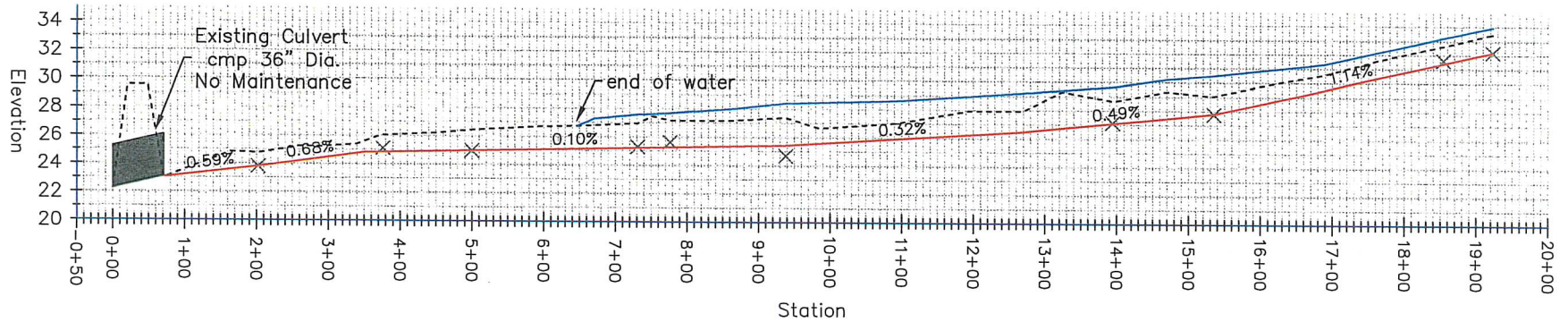
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Know what's below.
Call before you dig.

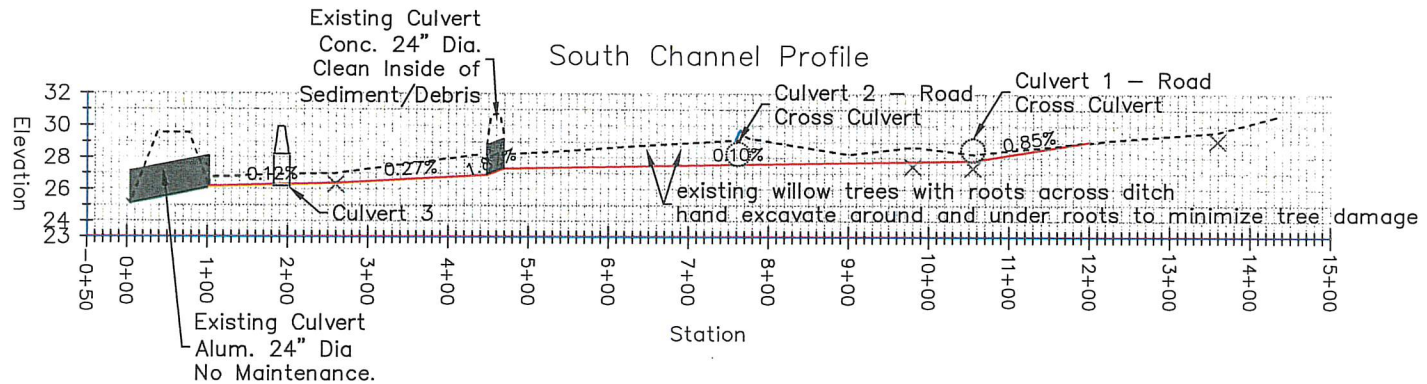
King County
 Department of Natural Resources and Parks
 Water and Land Resources Division
 Stormwater Services Section
Christie Truse, Director

PLAN MAP
 Meizlish ADAP
 Ecolibrium Farm
 15015 148th Ave NE
 Woodinville, WA 98072

North Channel Profile



South Channel Profile

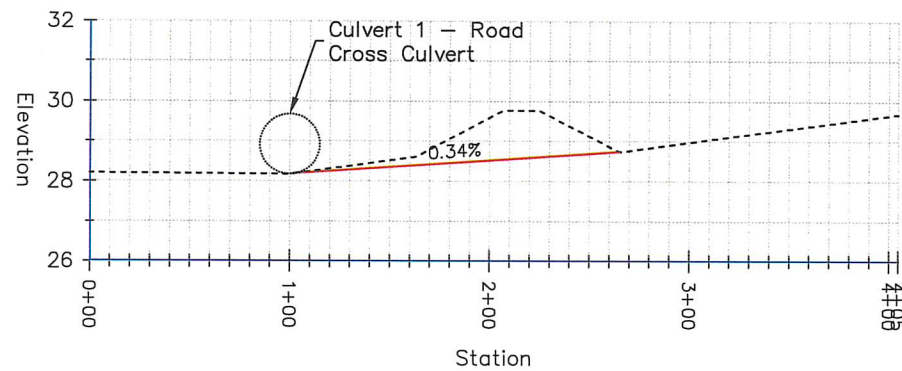


- Existing Channel Bottom
- Approximate Dredge Extents
- Water Surface (10/7/2021)
- X Sediment depth at probe resistance

FIELD BOOK: _____	SURVEYED: FLB, CC	OCT 2020	APPROVED: _____	 <p>Know what's below. Call before you dig.</p>	<p>King County</p> <p>Department of Natural Resources and Parks Water and Land Resources Division Stormwater Services Section Christie True, Director</p>	<p>PROFILE VIEW (1 of 2)</p> <p>Meizlish ADAP Ecolibrium Farm 15015 148th Ave NE Woodinville, WA 98072</p>	<p>SHEET 5 OF 10 SHEETS</p>
SURVEY BASE MAP: _____	CHECKED: _____	PROJECT MANAGER: _____					
DESIGNED: _____	DRAINAGE INVESTIGATION NO.: _____	DESIGNED: _____					
NUM.	REVISION	BY	DATE				

5/18/21

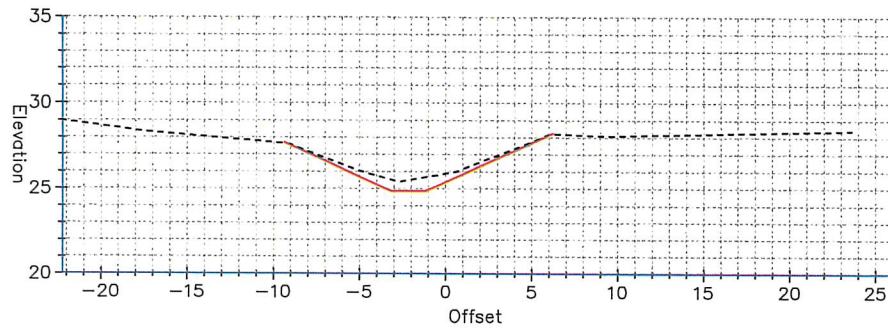
Swale Profile



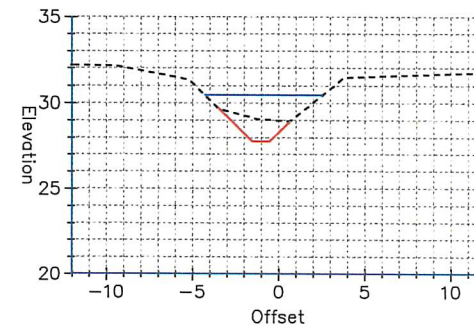
----- Existing Channel Bottom
 ———— Approximate Excavation
 ———— Water Surface (10/7/2020)
 X Sediment depth at probe resistance

FIELD BOOK:					APPROVED:	 <p>Know what's below. Call before you dig.</p>	King County Department of Natural Resources and Parks Water and Land Resources Division Stormwater Services Section Christa Tru, Director	PROFILE VIEW (2 of 2) Meizlish ADAP Ecolibrium Farm 15015 148th Ave NE Woodinville, WA 98072	SHEET 6 OF 10 SHEETS 5/18/21
SURVEYED: F.L.B. CC	OCT 2020			PROJECT MANAGER:					
SURVEY BASE MAP:				DESIGNED:					
CHECKED:				DRAINAGE INVESTIGATION NO.:					
		NUM.	REVISION	BY	DATE				

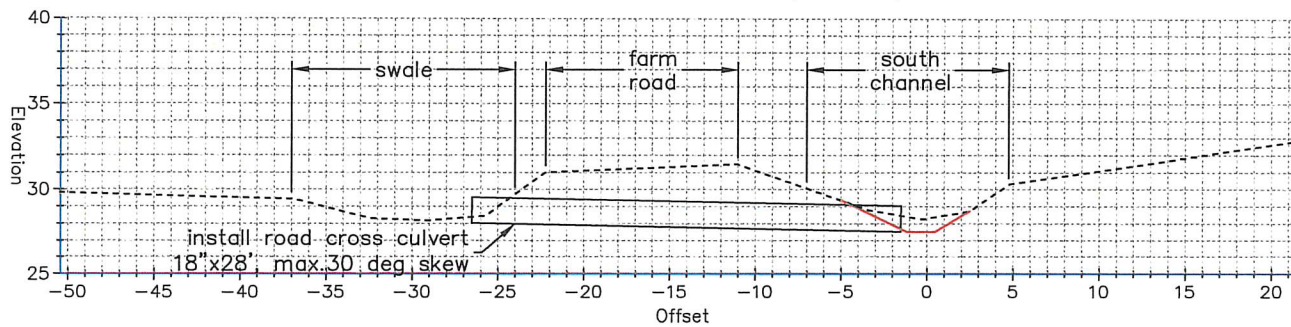
North Channel Section 1 (3+40)



North Channel Section 2 (15+34)



South Channel Section 2 (10+55)

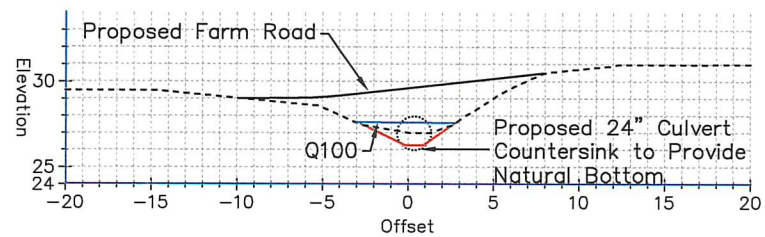


----- Existing Ground and Channel Bottom
 --- Approximate Dredge Extents
 --- Water Surface (10/7/2020)

FIELD BOOK: _____	SURVEYED: FLB, CC	OCT 2020	APPROVED: _____	 <p>Know what's below. Call before you dig.</p>	<p>King County</p> <p>Department of Natural Resources and Parks Water and Land Resources Division Stormwater Services Section Christie True, Director</p>	<p>SECTION VIEW (1 of 2)</p> <p>Meizlish ADAP Ecolibrium Farm 15015 148th Ave NE Woodinville, WA 98072</p>	<p>SHEET 7 OF 10 SHEETS</p>
SURVEY BASE MAP: _____	CHECKED: _____	PROJECT MANAGER: _____	DESIGNED: _____				
DRAINAGE INVESTIGATION NO.: _____							
NUM.	REVISION	BY	DATE				

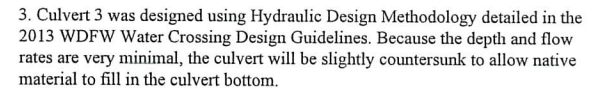
5/18/21

South Chancel Section 1 (1+92)



----- Existing Ground and Channel Bottom
 --- Approximate Dredge Extents
 --- Water Surface

FIELD BOOK: _____					APPROVED: _____	 Know what's below. Call before you dig.	King County Department of Natural Resources and Parks Water and Land Resources Division Stormwater Services Section <i>Christie True, Director</i>	SECTION VIEW (2 of 2) Meizlish ADAP Ecolibrium Farm 15015 148th Ave NE Woodinville, WA 98072	SHEET 8 OF 10 SHEETS 5/18/21
SURVEYED: <u>FLB, CC</u>	<u>OCT 2020</u>			PROJECT MANAGER: _____					
SURVEY BASE MAP: _____				DESIGNED: _____					
CHECKED: _____				DRAINAGE INVESTIGATION NO.: _____					
		NUM.	REVISION	BY	DATE				

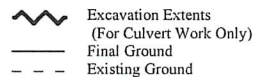


1. Culvert shall have a minimum inside diameter as listed for the material type under Culvert Parameters. The pipe material may be corrugated steel (with galvanized or aluminized coating) (CMP), corrugated aluminum (CMP), or lined corrugated high density polyethylene (LCPE) meeting AASHTO M-36, AASHTO M-196, AASHTO M-294, ASTM A-760, and ASTM B-745 as applicable. Culverts shall have annular ends for use with split couplers.

2. Split couplers (with expanded rubber gaskets if installing metal pipe) shall be used, unless other, higher quality coupling techniques, as recommended by the manufacturer are used.
3. A 1 $\frac{1}{4}$ " Inch Minus Crushed Surfacing Base Course will be used for bedding and backfill rock within 2 feet of the pipe along all sides, unless otherwise specified by the manufacturer. Native backfill, select borrow, or pit run rock may alternatively be used for the remainder of the fill. Materials containing more than 5% clay shall not be used for bedding and backfill unless adequate compaction can be demonstrated. Materials containing more than 5% organic material shall not be used for bedding and backfill.
4. All bedding and backfill will be compacted with at least 3 passes using powered vibratory compaction equipment, in layers not to exceed six inches compacted depth. If material does not compact well with this level of effort, modify compaction techniques and/or material until adequate compaction can be demonstrated. Adequate compaction shall be to the relative density specified by the manufacturer, or if not stated, 95% relative density.
5. Installation of culverts shall be in accordance with the manufacturer's recommendations and specifications.

Culvert Material =	LCPE	LCPE	LCPE
Culvert Diameter, D (in) =	18	18	24
Culvert Length, L (ft) =	28	24	20
Stream Slope, Ss (%) =	n/a	n/a	0.12
Culvert Slope, Sc (%) =	1.8	4.1	0.12
Countersink at Inlet, Din (ft) =	0	1.0	0.3
Countersink at Outlet, Dout (ft) =	0	0	0.3
Road Width, W (ft)=	-Match	Existing-	8
Approach Length Left, A1 (ft) =	10	10	10
Approach Length Right, A2 (ft) =	10	10	10
Recommended Design Load, DL =	HS20	HS20	HS20
Elevation at Inlet Invert, EL (ft) =	28.0	28.5	26.2
Contributing Watershed (acres) =	2.8	0.9	6.4
Q100 - 100-year event flow (cfs) =	1.1	0.4	2.99
Qjan - high flow fish passage (cfs) =	n/a	n/a	0.17
Qmay - low flow fish passage (cfs) =	n/a	n/a	0.02
hw, Q100 (ft) =	0.3	0.1	0.8
hw, Qjan (ft) =	n/a	n/a	0.17
hw, Qmay (ft) =	n/a	n/a	0.02
Flow Velocity, Qjan (ft/s) =	n/a	n/a	0.9
Flow Velocity, Qmay (ft/s) =	n/a	n/a	0.3

1. The South Channel has been identified as an artificial watercourse. Water flow in this ditch has been observed to be highly dependent on rain runoff and was observed to be dry during observation in both October 2020 and April 2021.
2. Culvert 1 and 2 are road cross culverts to convey farm field runoff into the South Channel.



FIELD BOOK: _____	OCT 2020					APPROVED: _____
SURVEYED: FLB, CC _____						PROJECT MANAGER: _____
SURVEY BASE MAP: _____						DESIGNED: _____
CHECKED: _____						DRAINAGE INVESTIGATION NO.: _____
		NUM.	REVISION	BY	DATE	



Know what's below.
Call before you dig.
(UNDERGROUND UTILITY LOCATIONS ARE APPROX.)



King County
Department of Natural Resources and Parks
Water and Land Resources Division
Stormwater Services Section
Christie Truo, Director

Meizlish ADAP
Ecolibrium Farm
15015 148th Ave NE
Woodinville, WA 98072

SHEET
8
OF
10
SHEETS

5/18/21

Planting Notes:

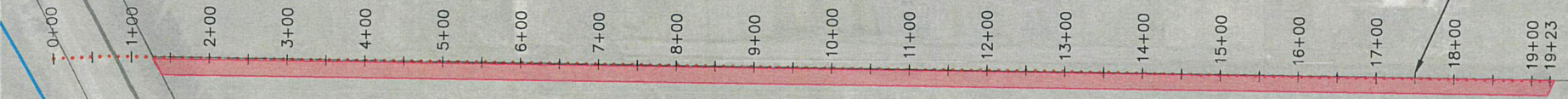
The planting zone and quantities will be in accordance with the ADAP streamline guidelines.

Both channels included in this plan are categorized as low artificial and do not require planting to occur after maintenance. However optional planting may occur at the direction of the landowner along the south side of the north channel. Final placement may be adjusted to fit site conditions at time of planting.

See the streamline ADAP agreement for further details regarding typical plant selection and layout.

1526059059

North Channel
Planting Zone



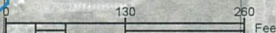
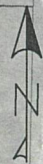
1526059103

SPU Water Pipeline and Trail Access

1526059055

Sammamish River
Sammamish River Trail

- Planting Area
- Field Swale
- Ag. Waterway - Low Modified ADAP Class
- Ag. Waterway - Low Artificial ADAP Class
- Ag. Waterway - Other



FIELD BOOK: _____						
SURVEYED: <u>FLB, CC</u>	OCT 2020					
SURVEY BASE MAP: _____						
CHECKED: _____						

APPROVED:	
PROJECT MANAGER:	
DESIGNED:	
DRAINAGE INVESTIGATION NO.:	



Know what's below.
Call before you dig.

King County
Department of Natural Resources and Parks
Water and Land Resources Division
Stormwater Services Section
Christie Trus, Director

PLANTING PLAN
Meizlish ADAP
Ecobilibrium Farm
15015 148th Ave NE
Woodinville, WA 98072

SHEET
10
OF
10
SHEETS
5/18/21

Ecolibrium Farm looking North.
Orange arrow indicates proposed
new stream crossing as 24" x 20'
culvert pipe.





Ecolibrium Farm looking east. Farm is on the north side. Tolt Pipeline trail running East to west intersecting Samamish River Trail running north to south.

South ditch looking east. May 2021.
Completely dry



South Ditch looking west. May 2021. Completely dry.



**King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: July 12th, 2021**

AI21-047

SUBJECT: AI 21

- Motion to approve the Member Jurisdiction grant application from the Des Moines Farmers Market for the Senior Low-Income Healthy Eating Initiative project

FISCAL IMPACT

- The applicant is requesting \$14,000.00 from 2020-2021 KCD-Des Moines Member Jurisdiction Funds

POLICY CONSIDERATION

This proposal addresses the following natural resource improvement actions

- Education and Outreach
- Pilot and Demonstration Projects
- Capacity Building

PRINCIPAL PARTNERS

- City of Des Moines, Des Moines Legacy Foundation

BACKGROUND

This proposal was reviewed at the last grant subcommittee meeting. This is project proposes to help King County low-income senior participants purchase fresh fruits, vegetables, bread and other qualifying food items at the Des Moines Farmers Market through a weekly \$10 free market tokens.

EFFECTIVE DATE:

- If approved, this Motion becomes effective on the date of approval.
- The grant project proposes to start on 06/01/2021 and end on 10/31/2021

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 \$14,000.00 from 2020-2021 KCD-Des Moines Member Jurisdiction funds for the *Des Moines Farmers Market Senior Low-Income Healthy Eating Initiative project*

Des Moines Farmers Market Senior Low-Income Healthy Eating Initiative

Member Jurisdiction Grant Program

Des Moines Farmers Market

Kim Richmond
P.O. Box 98843
Des Moines, WA 98198

O: 206-595-9971

Kim Richmond

22307 Dock Avenue South
P.O. Box 98843
Des Moines, WA 98198

kim@frogsongfarms.com
O: 206-595-9971

Application Form

Summary Information

Project Title*

Des Moines Farmers Market Senior Low-Income Healthy Eating Initiative

Project Description - Short*

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

Our unique Low Income Senior Healthy Eating Program helps King County low-income senior participants purchase fresh fruits, vegetables, bread and other qualifying food items at the Des Moines Farmers Market through a weekly \$10 free market tokens.

Principal Partners (if any)

City of Des Moines, Des Moines Legacy Foundation

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.

\$14,000.00

Total Project Cost*

\$14,000.00

Total Matching Funds (optional)

\$0.00

Project Start Date*

06/01/2021

Project End Date*

10/31/2021

Close Date**Project Location***

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

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

22307 Dock Ave S, Des Moines WA 98198

Jurisdiction

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

Des Moines

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.

33

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.

9

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.

In 2012, the Des Moines Farmers Market began an important partnership with KCD and the City of Des Moines to fill a small part of the food access gap. Our seniors are a valued part of our communities, but many

of them find it difficult to make ends meet. Quality fresh food is often priced at a premium at grocery stores, and some have to choose between quality or price, or even go without. Additionally, since the QFC in downtown Des Moines closed in 2013, a greater part of the area has become a food desert, with access to only convenience store-type groceries for those without reliable vehicle transportation. Many of the seniors who visit the Market are brought by bus from a retirement community, and do not have a personal vehicle.

2020 brought concerns with COVID-19, particularly amongst the senior demographic. The Market continues to work closely with the King County Department of Health to ensure all market shoppers, vendors, staff and volunteers are educated on how to remain safe at the Market, including hand washing and mandatory face coverings for all adults. Additionally, we added a seniors-only hour from 9-10 am to limit exposure of this more vulnerable population. The Market is proud to report that even in the face of daunting challenges, we opened the regular market season and were able, with direct support from the City of Des Moines and KCD, to keep this critical food access program alive and well. Attendance to the market was on par with prior years, and though total Senior benefits were down about 12%, redemption of tokens was very high at 98.5%.

We help our seniors, help our farmers, and help our community by giving qualifying seniors \$10 in free tokens, to be used to purchase fruits, vegetables and other staples at the Des Moines Farmers Market.

The project is administered as follows:

1. Identify applicants - returning participants, word of mouth within local retirement communities, signage at the Market and at local senior communities (beginning May and through market season)
2. Take applications - simple one page form to self-declare eligibility at 135% of Federal poverty level or below, age and residency in a KCD-eligible city, verified by market staff (during market season)
 - In 2020, this form is also available online, and the Market Board of Directors has agreed to allow one person per household to receive tokens for other members if those other members have a current application on file.
3. Dispense tokens - participants are added to a checklist (see attached) and tracked for weekly participation
4. Receive back the \$1 KCD-logo tokens, count and record after each market day

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. Issuance and redemption of KCD grant program market tokens at the Market (and purchase of more tokens to facilitate this)
2. Staff hours to administer the program (promote the program, process applications, hand out tokens, record participation, count redeemed tokens) – approximately 7 hours per week at \$15/hr.
3. Reusable shopping bags with KCD and other program partner logos distributed to participants
4. Consistent marketing and display of KCD logos, on applications, website and on the tokens themselves, to recognize KCD's support

Average participation during the 18 Saturdays during 2020 was 55 seniors per market day (compares to 61 prior year), with an average of \$510 redeemed (compares to prior year average redemption of \$645). The improvement in redemption goes 100% to farm and food vendor sales, and was a result of both some redemption from 2019 token distribution, and repeat participation throughout the 2020 season.

The Senior Health Eating Initiative helps our farms and farmers, increasing sales in the Market dollar for dollar of KCD tokens distributed (\$9,685 in 2020). The redemption rate is high, with 98.5% of all

tokens distributed during the season redeemed. There is overlap in redemption both with the prior year and tokens that will be redeemed in 2021, as tokens don't expire and can be used at a later date. It is our intent to honor these tokens regardless of whether we receive 2020 grant funding. While a small percentage of total farm sales, the KCD sales represent more than \$500 average per market day in additional revenue to farmers, encouraging continued farming and direct-to-the-consumer sales of fresh produce. Beyond the

numbers, the response from participants is overwhelmingly positive. For some, we've given them hope, health, and safe source of healthy food in a pandemic crisis. In many cases, seniors are able to combine their KCD grant tokens with EBT and Fresh Bucks, significantly expanding their resources for fresh food purchases at the market (ex. \$10 KCD plus \$10 EBT plus Market Bucks match equals \$30). Our program recipients have been and remain a part of our bigger Des Moines family. We see singles, couples, and (in a normal year) whole apartment groups and are on a first-name basis with many.

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!*

KCD-Member-Jurisdiction-Grant-Program-Application-Budget-Form 2021.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.

Senior Healthy Eating Initiative Support Letter 04.08.2021.pdf

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.

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?

No

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?

No

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?

No

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?

No

Project Type*

Agriculture, 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.

Kim A Richmond

Title

President, Board of Directors

Date*

04/24/2021

File Attachment Summary

Applicant File Uploads

- KCD-Member-Jurisdiction-Grant-Program-Application-Budget-Form 2021.xlsx
- Senior Healthy Eating Initiative Support Letter 04.08.2021.pdf



Member Jurisdiction Grant Program

Grant Application Project Budget Form

Promoting sustainable uses of natural resources through responsible stewardship

Project Name	Des Moines Farmers Market Senior Low-Income Healthy Eating Initiative			
Applicant	Des Moines Farmers Market			
Contact	Kim Richmond			
Mailing Address	PO Box 98843, Des Moines WA 98198			
E-mail	kim@frogsongfarms.com	Project Start Date:	6/1/2021	
Phone	206-595-9971	Project End Date:	10/31/2021	
Please provide detailed budget information below. Itemize categories such as supplies, contracted services with footnotes and detailed descriptions below				
Budget Item	KCD Funds	Other Funds <i>(identify source and status of matching funds here ex. Rose Foundation - Pending)</i>	Other Funds <i>Des Moines Legacy Foundation</i>	Total
Salaries & Benefits	\$1,800			\$1,800
Travel/ Meals/ Mileage (for - volunteers, staff)				\$0
Direct Benefit (\$1 tokens)	\$11,530		any overages, up to \$2,000	\$11,530
				\$0
Wooden Tokens	\$250			\$250
Office Supplies	\$20			\$20
Canvas Totes	\$400			\$400
				\$0
Field Supplies				\$0
Contracted/ Professional Services				\$0
Permits				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
TOTAL	\$14,000	\$0	\$0	\$14,000

Total Project Cost	\$14,000
Total Match	\$0



City of Des Moines

ADMINISTRATION
21630 11TH AVENUE SOUTH, SUITE A
DES MOINES, WASHINGTON 98198-6398
(206) 878-4595 T.D.D.: (206) 824-6024 FAX: (206) 870-6540



April 8, 2021

Kim Richmond
Des Moines Farmers Market
PO Box 98843
Des Moines WA 98198

Dear Ms. Richmond,

The City of Des Moines approves the Des Moines Farmer's Market grant request of \$14,000 for their 2021 Des Moines Farmers Market Senior Health Eating Initiative to help feed low income seniors.

Best,

Michael Matthias
City Manager

cc: Susan Cezar, Chief Strategic Officer

The Waterland City

King Conservation District Board of Supervisors Meeting

Agenda Action Briefing/Report

Meeting Date: July 12th, 2021

AI21-048

SUBJECT: AI 21

- Motion to approve the Member Jurisdiction grant application from King County for the 2021 Keeping Farmers Farming, King County Agriculture Program project

FISCAL IMPACT

- The applicant is requesting \$172,300.00 from 2020-2021 KCD-King County (UNIN) Member Jurisdiction Funds

POLICY CONSIDERATION

This proposal addresses the following natural resource improvement actions

- Direct Improvement of Natural Resources
- Education and Outreach
- Pilot and Demonstration Projects
- Capacity Building

PRINCIPAL PARTNERS

- none listed

BACKGROUND

This proposal was reviewed at the last grant subcommittee meeting. This urban agriculture and education project proposes to support the KC Agriculture Program, to conserve farmland and agricultural soils, increase the economic success of farm enterprises, improve farm management practices to protect soil, water quality and wildlife.

EFFECTIVE DATE:

- If approved, this Motion becomes effective on the date of approval.
- The grant project proposes to start on 01/01/2021 and end on 12/31/2021

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 \$172,300.00 from 2020-2021 KCD-King County Member Jurisdiction funds for the *King County 2021 Keeping Farmers Farming, King County Agriculture Program*

2021 Keeping Farmers Farming, King County Agriculture Program

Member Jurisdiction Grant Program

King County

Maureen Dahlstrom
201 S Jackson St, Ste 600
Seattle, WA 98104

O: 206-477-4687

Maureen Dahlstrom

201 S. Jackson St Suite 600
201 S. Jackson St Suite 600
Seattle, WA 98104

Maureen.Dahlstrom@kingcounty.gov
O: 206-477-4777

Application Form

Summary Information

Project Title*

2021 Keeping Farmers Farming, King County Agriculture Program

Project Description - Short*

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

The goal of the KC Agriculture Program, supported with KCD funding, is to conserve farmland and agricultural soils, increase the economic success of farm enterprises, improve farm management practices to protect soil, water quality and wildlife.

Principal Partners (if any)

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.

\$172,300.00

Total Project Cost*

\$275,061.00

Total Matching Funds (optional)

\$102,761.00

Project Start Date*

01/01/2021

Project End Date*

12/31/2021

Close Date

Project Location*

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

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

Multiple - the KC Agricultural Program works throughout all of unincorporated King County.

Jurisdiction

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

King County (UNIN)

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.

0

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.

0

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.

The goal of the King County Agriculture Program, partially supported with King Conservation District funding, is to conserve farmland and agricultural soils, increase the economic success of farm enterprises, and improve farm management practices to protect soil, water quality and wildlife.

King County has a long history of preserving farmland and supporting farmers and their markets in the County. The 2009 FARMS Report identified major challenges for farmers and actions needed to be taken if farming is to continue to be successful in King County. Since then, the Agriculture Program, with the assistance of the Agriculture Commission, has made progress on the recommendations, continued to refine them, and set annual priorities. In 2013, the County partnered with the City of Seattle and Pike Place Market

in roundtable conversations to enhance farmland protection and increase market opportunities for the county's agricultural industry. In 2014, the King County Executive launched his Food Economy Initiative and created a "Kitchen Cabinet" to develop targets, strategies and actions to enhance the food economy in the County. In 2015, the Kitchen Cabinet released its "Local Food Initiative," which identified the top 20 priority action items and strategies to be implemented in 2015-2017. The King County Agricultural Program's 2020 work plan was structured to directly contribute to the Local Food Initiative priorities and some of the tasks in the work plan will be supported by the requested KCD funding.

The beneficiaries of this project are farmers, consumers of local farm products, farmers market managers, farmland owners and other residents of King County. Most of the activities target farmers in the agriculture production districts. However, we will also focus on rural and urban residents and city governments to build interest in local farm products, support for farmers, and understanding of the environmental challenges we face in trying to restore salmon and enhance agriculture within the same geographical area. Overall, the tasks outlined in this proposal will enhance conservation of agricultural land and natural resources, and increase opportunities to buy local food in stores, restaurants and farmers markets throughout King County and support immigrant/refugee farmers who have been traditionally underserved. The requested \$172,500 of KCD funds will be augmented by King County funds to carry out the specific programs defined here.

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. Provide technical support to Working Farmland Partnership. In 2018, King County and key stakeholders collaborated on a KCD-funded pilot project to determine whether focused engagement can accelerate rates of farmland returned to production. This project used information learned about "farmable but unfarmed lands" identified during the summer 2017 land use survey to work with landowners who were interested in leasing land to farmers, enhancing production on their lands, or transitioning away from farm management or ownership. The WFP grant from KCD was focused in the Snoqualmie APD and on Vashon Island, but program partners also responded to opportunities elsewhere in the county. Initial project results were very promising and KCD agreed to support PCC Farmland Trust to continue building the WFP. In 2020, we will:

- Serve on WFP Steering Committee and sub-committees
- Provide direct outreach and technical support to landowners and farmers to ultimately improve opportunities to restore or enhance agricultural production on underused land.
- Participate in landowner and farmer workshops, individual landowner and farmer consultations to understand needs and expectations and supporting other Working Farmland Partnership staff to plan and host team meetings.

All ongoing throughout the year

- Assist with management and assessment of agricultural land use data, including GIS-based analyses and reporting.
- Primary staff: Melissa Borsting PPMII (0.2 FTE).

2. Enhance farming activities on King County-owned farmland. The County currently owns property that could be better utilized for farming and serve as platforms for good farm management and ecological sustainability. This portfolio includes lands that were acquired for long-term farming uses as well as lands acquired for other purposes but that have significant short-term farming potential (e.g., river/habitat restoration). In 2020, we will:

- Continue capital improvement to enhance production potential on county-owned farmland and make county farmland a platform to demonstrate good farm management. Ongoing
- Provide interpretive services to Hmong farmers who lease county-owned farmland to help provide needed infrastructure improvements and to navigate the leasing process. Ongoing

- Complete a plan, with partner engagement, that identifies how best King County-owned farmland can add value to the larger agricultural community, especially to provide land access for new/beginning farmers and immigrant/refugee farmers. Second Quarter

- Primary staff: Bee Cha PPM II (0.3 FTE), Melissa Borsting PPM II (0.1 FTE)

3. Increase water availability for irrigation. Farming requires adequate irrigation. Based upon earlier assessments, too many of the county's farms do not have legal water rights or rights to water in quantities needed to irrigate high value crops. In 2020, we will:

- Complete the temporary transfer of water rights from 60 Acres soccer complex to county-owned Sammamish River Farms. Provide technical support to SRF farmers to provide much-needed irrigation water, which will allow farmers to grow higher value crops. Initiate water delivery summer 2020. Second Quarter

- o Provide technical support to SRF farmers to implement a water-sharing framework and to install needed infrastructure to efficiently deliver irrigation water, which will allow farmers to grow higher value crops. Initial water delivery 3rd quarter.

- Work with staff in Wastewater Treatment Division to further develop plans to deliver commercial quantities of recycled water to farmers in the Sammamish Valley. Options for direct delivery as well as indirect delivery via river withdrawals with replacement will be considered. Ongoing

- Explore opportunities to claim "municipal rights" to irrigation water rights associated with King County properties. Ensure those rights are not lost due to non-use (e.g., place rights in state water trust) and initiate action to transfer water from at least one right to downstream agricultural properties. Ongoing

- Primary staff: Melissa Borsting PPM II (0.2 FTE)

4. Provide technical support, outreach and education to King County farmers. DNRP agriculture staff provide frequent technical support for farmers and farm landowners, both through targeted outreach and one-on-one contacts. In 2020, we will:

- Update and provide new content for FarmKingCounty.org and DNRP agricultural websites.

- Lead the Farm King County Technical Assistance Team and complete an assessment of all farmer training in King County, strive to minimize duplication of effort and identify gaps in training that can be filled by team participants.

All ongoing throughout the year

- Provide key support to efforts to gather and disseminate information to farmers, farmland owners and consumers challenged by Covid-19.

- Respond to KC farmers requesting assistance with management, regulations/permitting, transition planning, etc.

- Primary staff: Melissa Borsting (0.2 FTE)

5. Coordinate development and implementation of a strategic plan to support immigrant/refugee farmers. South King County immigrants and refugees were often farmers in their home countries but have not been afforded needed support to explore opportunities to farm commercially in King County. In 2018, we began a targeted outreach program to assess the immigrant farming communities in south King County and to determine the level of interest in commercial farming. In 2020, we will:

- Work with partner organizations to develop a strategic plan to deliver needed resources, including access to land and technical training and education.

- o Complete initial draft of I/R strategic plan that is based upon priority needs identified in the I/R report - 3rd Quarter

- Coordinate implementation of initial high priority actions, which will include linking immigrant/refugee farmers searching for leasing opportunities with WFP. Second Quarter

- Explore opportunities to acquire property as an addition to the KC farmland portfolio to serve the needs of immigrant/refugee and beginning farmers. Ongoing

- Work with partner organizations to develop a plan for collaborative farming on shared land provided by King County. Third Quarter

- Primary staff: Melissa Borsting PPM II (0.3 FTE)

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!*

2021 Jurisdictional Grant Budget.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.

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*

Agriculture, Urban
Education

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 Dahlstrom

Title

Senior Administrator

Date*

05/04/2021

File Attachment Summary

Applicant File Uploads

- 2021 Jurisdictional Grant Budget.xlsx



Member Jurisdiction Grant Program

Grant Application Project Budget Form

Promoting sustainable uses of natural resources through responsible stewardship

Project Name	Keeping Farmers Farming, King County Agricultural Program 2021		
Applicant	King County, Water and Land Resources Division		
Contact	Richard Martin		
Mailing Address	201 S Jackson Street, Suite 600, Seattle, WA 98104		
E-mail	richard.martin@kingcounty.gov	Project Start Date:	1/1/2021
Phone	206-477-3876	Project End Date:	12/31/2021

Please provide detailed budget information below. Itemize categories such as supplies, contracted services with footnotes and detailed descriptions below

Budget Item	KCD Funds	Other Funds	Other Funds	Total
		(KC Funds)	(identify source and status of matching funds here ex. DON Small and Simple - Secured)	
Salaries & Benefits	\$172,300	\$28,416	SWM, GF; secured	\$200,716
Travel/ Meals/ Mileage (for - volunteers, staff)				\$0
Office Supplies				\$0
Field Supplies				\$0
Contracted/ Professional Services				\$0
Permits				\$0
Other: (Indirect Costs 37.04%, all match)		\$74,345	SWM, GF; secured	\$74,345
Other: (specify)				\$0
TOTAL	\$172,300	\$102,761	\$0	\$275,061

Total Project Cost	\$275,061
Total Match	\$102,761
Amount of KCD Funding Requested	\$172,300
Match Percentage	37%

Recovered Indirect Costs are calculated at the King County WLR Indirect Rate of 37.04%

Budget Notes

Salaries and Benefits: Melissa Borsting, Agriculture Land Use Coordinator (1.0 FTE KCD), Bee Cha, Farm Manager (.5 FTE KCD, 3 FTE KC); additional KC Agriculture Program staff will contribute to project tasks, but their salary and benefits are not included grant funded or as match.

Recovered Indirect: calculated as 37.04% of salary and benefits

Other Funds: SWM=Surface Water Management, GF=General Funds

King Conservation District Board of Supervisors Meeting
Agenda Action Briefing/Report
Meeting Date: July 12th, 2021

AI21-049

SUBJECT: AI 21

- Motion to approve the Member Jurisdiction grant application from the City of Bellevue for the Overlake Blueberry Farm *Spiraea douglasii* (Hardhack) Treatment project

FISCAL IMPACT

- The applicant is requesting \$35,000.00 from 2019-2020 KCD-Bellevue Member Jurisdiction Funds

POLICY CONSIDERATION

This proposal addresses the following natural resource improvement actions

- Direct Improvement of Natural Resources
- Capacity Building

PRINCIPAL PARTNERS

- None listed

BACKGROUND

This proposal was reviewed at the last grant subcommittee meeting. This is an urban agriculture project that proposes to apply a cut/dab herbicide technique to hardhack canes without harming blueberry plants and improve blueberry plant health and future fruit yields.

EFFECTIVE DATE:

- If approved, this Motion becomes effective on the date of approval.
- The grant project proposes to start on 09/01/2021 and end on 12/31/2022

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 \$35,000.00 from 2019-2020 KCD-Bellevue Member Jurisdiction funds for the City of *Bellevue Overlake Blueberry Farm Spiraea douglasii* (Hardhack) Treatment project

Overlake Blueberry Farm Spiraea douglasii (Hardhack) Treatment

Member Jurisdiction Grant Program

Bellevue

Jammie Kingham
PO Box 90012
Bellevue, WA 98009-9012

Jammie Kingham

JKingham@bellevuewa.gov
O: 425-452-6048

Application Form

Summary Information

Project Title*

Overlake Blueberry Farm Spiraea douglasii (Hardhack) Treatment

Project Description - Short*

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

Hardhack has been aggressively spreading throughout the Overlake Blueberry Farm. This project would apply a cut/dab herbicide technique to hardhack canes without harming blueberry plants and improve blueberry plant health and future fruit yields.

Principal Partners (if any)

[Unanswered]

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.

\$35,000.00

Total Project Cost*

\$35,000.00

Total Matching Funds (optional)

Project Start Date*

09/01/2021

Project End Date*

12/31/2022

Close Date

Project Location*

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

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

2380 Bellevue Way SE

Jurisdiction

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

Bellevue

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.

41

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.

6

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.

Originally established in the 1940s, the Overlake Blueberry Farm is owned and managed by the Bellevue Parks & Community Services Department to help preserve Bellevue's agricultural heritage. *Spiraea douglasii*, commonly known as Hardhack, is a PNW native plant commonly found in wetlands and is prevalent in the Mercer Slough Nature Park. It can tolerate extended periods of flooding and is an aggressive native plant that can form dense thickets and prevent the survival of other native and non-native species. Even though Hardhack is native, it has been aggressively spreading throughout the Overlake blueberry farm and is now competing with Bellevue's historic plants for needed nutrients and space. If we do not treat the hardhack soon and reduce the infestation growing within individual blueberry plants, we will see a decline in blueberry

plant health and fruit yields. The most effective way to treat the hardhack without harming blueberry plants is to apply a cut/dab herbicide technique to each individual hardhack cane growing within blueberry plants. Grubbing Hardhack roots out of the ground while they are intermixed with blueberry plant roots would likely damage the root structures of the desirable blueberry plants. Timing is crucial when using pesticides at the farm. Herbicides should only be used when the blueberry plants are NOT in fruit (June-September) and should be applied during the closure of the public U-pick operations. EarthCorps' field crews will be hired to treat the hardhack in spring/fall 2021 and/or 2022.

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.

EarthCorps' crews will cut/dab each hardhack cane growing within the 20 acre Overlake Blueberry Farm boundaries with an aquatic approved herbicide. The best time of year to treat hardhack is in the spring and/or fall before and after the blueberry plants bear fruit. The result will be 100% hardhack cane treatment/eradication by winter 2022. This project will improve blueberry plant health for future years and will improve fruit yields for the City of Bellevue's U-pick program.

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!*

2019-KCD-Member-Jurisdiction-Grant-Program-Application-Budget-Form.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.

Overlake Blueberry Farm Boundary and Photos.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?

No

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?

No

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*

Agriculture, 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.

Jammie Kingham

Title

Environmental Programs Supervisor_City of Bellevue_Natural Resources

Date*

05/26/2021

File Attachment Summary

Applicant File Uploads

- 2019-KCD-Member-Jurisdiction-Grant-Program-Application-Budget-Form.xlsx
- Overlake Blueberry Farm Boundary and Photos.pdf



Member Jurisdiction Grant Program

Grant Application Project Budget Form

*Promoting sustainable uses of natural resources
through responsible stewardship*

Project Name	Overlake Blueberry Farm Spiraea douglasii (Hardhack) Treatment		
Applicant	City of Bellevue		
Contact	Jammie Kingham		
Mailing Address	450 110th Ave NE, Bellevue, WA 98004		
E-mail	jkingham@bellevuewa.gov	Project Start Date:	Sep-21
Phone	424-452-6048	Project End Date:	Dec-22

Please provide detailed budget information below. Itemize categories such as supplies, contracted services with footnotes and detailed descriptions below

Budget Item	KCD Funds	Other Funds <i>(identify source and status of matching funds here ex. Rose Foundation - Pending)</i>	Other Funds <i>(identify source and status of matching funds here ex. DON Small and Simple - Secured)</i>	Total
Salaries & Benefits				\$0
Travel/ Meals/ Mileage (for - volunteers, staff)				\$0
				\$0
				\$0
				\$0
Office Supplies				\$0
				\$0
				\$0
Field Supplies				\$0
Contracted/ Professional Services	\$35,000			\$35,000
Permits				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
Other: <i>(specify)</i>				\$0
TOTAL	\$35,000	\$0	\$0	\$35,000

Total Project Cost	\$35,000
Total Match	\$0
Amount of KCD Funding Requested	\$35,000
Match Percentage	0%

Footnotes:

Overlake Farm Boundary



Photos of hardhack canes growing within blueberry plants





SCC Master Contract

NO. 21- 09

WASHINGTON STATE CONSERVATION COMMISSION

AND

King Conservation District

PARTIES TO THE MASTER CONTRACT

This Contract is entered into by and between the Washington State Conservation Commission, called the Commission, and King Conservation District referred to as the District. The parties are authorized to enter into this Contract by RCW 89.08.070, RCW 89.08.220 and RCW 89.08.410.

PURPOSE

The Commission and the District have a mutual interest in ensuring renewable natural resource conservation occurs within the district boundaries. The purpose of this contract is to facilitate the funding by the Commission of District activities consistent with the purpose of RCW 89.08.070, RCW 89.08.220, and other activities by agreement of the parties. The District will conduct the elements needed to carry out the delivery of conservation programs using necessary personnel and equipment.

PERIOD OF PERFORMANCE

This Master Contract shall become effective **July 1, 2021** and will expire without consideration or option to extend on **June 30, 2023**, unless modified or terminated sooner as provided herein, or extended. This contract will cover the FY 2021-2023 state biennium, but funding will be distributed utilizing the state fiscal year appropriations.

DEFINITIONS

1. **Commission** shall mean the Washington State Conservation Commission, any division, section, office, unit, or other entity of the Commission or any of the officers or other officials lawfully representing the Commission.
2. **District** shall mean the conservation district named on the contract and any individual or official lawfully employed by the district, or elected or appointed to represent the district in carrying out the Scope of Work and other terms and conditions of this contract.
3. **Fiscal Manager** shall mean the Commission designated staff person who has primary responsibility for overseeing the performance of this contract by the District and represents the Commission in matters concerning this contract.
4. **Intermediate Outcome** shall mean an outcome as part of the Addendum. Each Intermediate Outcome is a scope of work for the Addendum and will be a description of the accomplishments to be completed for the Intermediate Outcome.
5. **Master Contract** or **contract** shall mean this agreement made between the Commission and District and any Addendum thereto.
6. **Subcontractor** shall mean an individual, an entity or an organization, not in the employment of the District that is performing all or part of the services under this contract under a subcontract with the District. The term "Subcontractor" and "Subcontractors" means subcontractor(s) in any tier and may include other governmental entities.

ADDENDA

An Addendum is a written document detailing the additions and supplements to the original terms of the Master Contract. An Addendum Amendment is how SCC formalizes these changes, and becomes part of the Master Contract. The Commission and District will mutually agree to the terms of an Addendum and both are bound to follow all rules, policies and procedures for the program when incorporated as an Addendum.

The Commission's current Grant and Contract Procedure Manual shall control alteration or modification of Addenda to the Master Contract. Addenda will cover each grant program the district contracts with the Commission, on a program-by-program basis. Any subsequent Amendments to Addenda are numbered sequentially over the life of the contract.

AMENDMENTS

This contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

ASSIGNMENTS

No right or claim of the District arising under this contract shall be transferred or assigned by the District.

AUDITS AND INSPECTIONS

1. The District shall maintain all books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to, accounting procedures and any performance of this contract. Such records shall clearly indicate total receipts and expenditures by fund source and intermediate outcome. All grant records shall be kept in a manner which provides an audit trail for all expenditures. All grant records shall be kept in a common file to simplify audits.
2. All grant records shall be open for audit or inspection by the Commission or by any duly authorized state or federal audit representative. Grant records retention will comply with the Secretary of State's retention schedule for conservation districts after the final grant payment or any dispute resolution hereunder. If any such audits identify discrepancies in the financial records, the District shall provide clarification and/or make adjustments accordingly.
3. All work performed under this contract, and any equipment purchased, shall be made available to the Commission and to any authorized state, federal or local representative for inspection at any time during the course of this contract and the period following grant termination or dispute resolution hereunder.
4. The District shall meet the provisions of federal audit requirements. The Office of Management and Business (OMB) issued the [Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards \(Uniform Guidance\)](#) to clarify and streamline the federal guidance. The Uniform Guidance supersedes the following OMB Circulars: A-21, A-50, A-87, A-89, A-102, A-110, A-122, and A-133. The major audit policy changes target audit requirements on the risk of waste, fraud and abuse, and raise the dollar threshold for requirement of a Single Audit to \$750,000 or more in expenditures in an entity's fiscal year.

Failure to complete the audit or receive an extension by the due date will result in suspension of all agreements and reimbursements. Extensions only can be granted by the federal agency responsible for implementing the requirements of the Single Audit Act for your organization.

If there's an audit finding, the district or entity may be asked to submit the corrective action plan to the SCC. The SCC will review the corrective action plan and notify the district or entity in writing within six months if it meets the SCC's standards to resolve the audit finding.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND INELIGIBILITY

If any federal funds or any State funds originating from federal funding will be disbursed under this Agreement, the District certifies that neither it nor its principals are debarred, suspended, proposed for debarment, or voluntarily excluded from participation in transactions by any federal department or agency. The District further certifies that they will ensure that potential subcontractors or sub-recipients or any of their principals are not debarred, suspended, proposed for debarment, or voluntarily excluded from participation in "covered transactions" by any federal department or agency.

"Covered transactions" include procurement contracts for goods or services awarded under a non-procurement transaction (e.g. grant or cooperative agreement) and sub-awards to sub-recipients for any amount. The District may do so by checking the "List of Parties Excluded from Federal Procurement and Non-Procurement Programs" provided on-line at <https://sam.gov/SAM/> and placing a copy in the file.

COMPENSATION- BILLING

See Conservation Commission Grant and Contract Procedure Manual for complete instructions on vouchering to the Conservation Commission.

The District shall submit invoices for payment monthly. Invoices will follow procedures outlined in the most current Conservation Commission Grant and Contract Procedure Manual. Upon expiration of this contract, any claim for payment not already made shall be submitted within 10 days after the expiration date or the end of the state's fiscal year, whichever is earlier. Final payments will not be issued until all required documents are received.

1. **Compensation.** Payment for allowable costs shall be made on a reimbursable basis only. Requests for reimbursement will be submitted **monthly**. Approved eligible costs incurred by the District will be considered to have been paid by the District under this contract at the time the District seeks reimbursement from the Commission.
2. **Duplication of Costs.** The District shall not bill the Commission for services performed under this contract, and the Commission shall not pay the District, if the District is entitled to payment, or has been, or will be paid, by any other source, including grants, for that service.

3. **Request for Payment.** Each request for payment will be submitted by the District on forms provided by the Commission. Payments shall be made for the items identified in the Master Contract and any grant Addendum. Instructions for submitting the payment requests are found in the Commission Grant and Contract Procedure Manual.

Payment requests shall be disallowed when the District's request for reimbursement exceeds the intermediate outcome as described in the Master Contract or any Addendum.

4. **Period of Compensation.** Payments shall only be made for activities pursuant to the Master Contract and any Addendum and performed after the effective date and prior to the expiration date of this contract or Addendum as appropriate, unless those dates are specifically modified in writing as provided herein.
5. **Equipment Purchases.** Equipment purchases over \$1,000 must receive pre- approval in writing from the Commission financial staff and approved by the Fiscal Manager before the equipment can be purchased.
6. **Unauthorized Expenditures.** All payments to the District shall be subject to final audit by the Commission or a designee of the Commission and any unauthorized expenditure(s) charged to any program shall be refunded to the Commission by the District under the procedures outlined in the **Recovery of Payments to District** section of this agreement.
7. **Mileage and Per Diem.** If mileage and per diem are paid to the District, it shall not exceed the amount allowed under state law.
8. **Overhead.** No reimbursement for overhead costs shall be allowed unless it is identified in the Master Contract Addendum.

COMPLIANCE WITH ALL LAWS AND COMMISSION POLICIES

1. The District shall fully comply with all policies adopted by the Conservation Commission relating to District activities under this Master Contract and any Addendum thereto. The District shall also comply with the current Conservation Commission Grant and Contract Procedure Manual as posted on www.scc.wa.gov.
2. The District shall comply fully with all applicable federal, state and local laws, orders, regulations and permits.

3. Prior to commencement of any construction, the District shall ensure the necessary approvals and permits required by authorities having jurisdiction over the project are secured, and make copies available to the Commission, upon request.
4. **Discrimination.** The Commission and the District agree to be bound by all federal and state laws, regulations, and policies against discrimination.
5. **Wages and Job Safety.** The District agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
6. **Industrial Insurance.** The District shall fully comply with all applicable state industrial insurance requirements. If the District fails to comply with such laws, the Commission shall have the right to immediately terminate this contract as described below.
7. **Public Records Disclosure.** The District shall comply with the state Public Records Act (RCW 42.56).

CONFIDENTIALITY

To the extent allowed by state law or regulation, the Commission shall maintain the confidentiality of all such information related to this contract and marked confidential or proprietary. If a request is made under the Public Records Act (RCW 42.56) to view the District's information, the Agency will notify the District of the request and the date that such records will be released to the requester unless the District obtains a court order enjoining that disclosure. The Commission will release the requested information on the date specified, subject to applicable Public Records Act exemptions, unless the District notifies the Commission the District will seek a court order enjoining disclosure.

CONFLICT OF INTEREST

No officer, member, agent, or employee of either party to this contract who exercises any function or responsibility in the review, approval, or carrying out of this contract, shall participate in any decision which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is, directly or indirectly, interested; nor shall he/she have any personal or pecuniary interest, direct or indirect, in this contract or the proceeds thereof, except as provided in RCW 89.08.220(4).

CONTRACTING FOR SERVICES

Contracts for personal services, purchased services/goods, and public works shall be awarded through a competitive process, as required by State law. The District shall retain copies of all bids received and contracts awarded, for inspection and use by the Commission. Retention of copies shall be consistent with time periods established by the Secretary of State's office.

DISPUTES

Except as otherwise provided in this contract, any dispute concerning a question of fact arising under this contract which is not disposed of in writing shall be decided in the following manner:

By the Fiscal Manager or other designated official who shall provide a written statement of decision to the District. The decision of the Fiscal Manager or other designated official shall be final and conclusive unless the Commission receives a written appeal via the United States Postal Service to the Commission at PO Box 47721, Olympia, WA 98504-7721, within thirty days from the date of such statement.

An appeal of the Fiscal Manager's decision shall be addressed by the Executive Director. The District shall have the opportunity to be heard and to offer evidence in support of this appeal. The decision of the Executive Director for the determination of such appeals shall be final and conclusive unless, within thirty days from the date of the Executive Director's decision statement the District files an appeal directly to the Conservation Commission via United States Postal Service to at PO Box 47721, Olympia, WA 98504-7721.

Any dispute remaining after the Conservation Commission determination shall be brought to the Superior Court of Thurston County under the provisions of the Administrative Procedures Act, RCW 34.05.

DISTRICT PERFORMANCE

All activities for which contracted funds are to be used shall be accomplished by the District and the District's employees. The District shall not assign or subcontract performance to others without obtaining prior written authorization of the Commission. An Addendum may include a subcontracting of work by the district; if so, the approved Addendum shall constitute written authorization.

FUNDING AVAILABILITY

The Commission's ability to make payments is contingent on availability of funding. In the event state or federal funding is withdrawn, reduced, or limited in any way after the effective date and prior to completion or expiration date of the Master Contract, the Commission, at its sole discretion, may elect to terminate funding, in whole or part for convenience or to renegotiate the contract subject to new funding limitations and conditions. The Commission may also elect to suspend performance of the Master Contract, or any Addenda, until the Commission determines the funding insufficiency is resolved. The Commission may exercise any of these options with no notification restrictions.

Funding contingency

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to completion of the work in this Agreement, the Commission may:

- a) Terminate this Agreement with thirty (30) days advance notice. If this Agreement is terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.
- b) Renegotiate the terms of the Agreement under those new funding limitations and conditions,
- c) After a review of project expenditures and deliverable status, extend the end date of this Agreement and postpone deliverables or portions of deliverables, or

Pursue such other alternative as the parties mutually agree to writing.

KICKBACKS

The District and its employees and authorized representatives are prohibited from inducing by any means any person employed or otherwise involved in this project to give up any part of the compensation to which he/she is otherwise entitled, or receive any fee, commission or gift in return for award of a subcontract hereunder.

PERFORMANCE REPORTING

The District shall submit annual reports to the Commission using the Commission's reporting format. These reports include annual reports of projects and grant programs, financial reports and project reports. Final payments will not be made and any future funds will not be awarded until all final reports are received by the Commission.

The District shall also report in writing to the Commission any events with significant impact on any project funded by the Commission. This disclosure shall be accompanied by a statement of the action taken or proposed and any requests for assistance from the Commission to resolve the situation.

PRECEDENCE

In the event of inconsistency in this contract, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) this Master Contract and any Addendum thereto; (b) applicable Federal and State statutes and regulations; (c) Conservation Commission official action; (d) any terms incorporated herein by reference including the Conservation Commission Grant and Contract Procedure Manual.

PROJECT APPROVAL

The extent and character of all work and services to be performed under this contract by the District shall be subject to the review and approval of the Commission through the Fiscal Manager or other official designated in writing to whom the District shall report and be responsible. In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the Commission's Fiscal Manager or other designated official as to the extent and character of the work to be done shall govern. The District shall have the right to appeal decisions as defined in the Disputes section of this agreement.

PUBLICATIONS AND PROPERTY RIGHTS

1. **Copyrights and Patents.** When the District creates any copyrightable materials or invents any patentable property, the District may copyright or patent the same but the Commission retains a royalty-free, nonexclusive and irrevocable license to reproduce, publish, recover or otherwise use the material(s) or property and to authorize others to use the same for federal, state or local government purposes. The District warrants and represents it has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to the Commission.
2. Where federal funding is involved, the federal government may have a proprietary interest in patent rights to any inventions developed by the District as provided in 35 USC Ch. 18 Patent Rights in Inventions Made with Federal Assistance §§200-12.
3. **Property Management.** The Commission's Grant and Contract Procedure Manual and any updates thereto shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by the Commission in the absence of state or federal statute(s), regulations(s), or policy(s) to the contrary, or of specific instructions to the contrary with respect thereto in the Addendum.
4. **Publications.** Descriptive publications of projects or activities funded by this Master Contract and/or Addendum shall include acknowledgement of the funding provided by the Washington State Conservation Commission and may use the official Conservation Commission logo as appropriate. When the District or persons employed by the District use or publish information from the Commission; present papers, lectures, or seminars involving information supplied by the Commission; use logos, reports, maps or other data, in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to the Commission.

RECOVERY OF PAYMENTS TO DISTRICT AND LIQUIDATED DAMAGES

1. The right of the District to retain monies paid to it as reimbursement payments is contingent upon satisfactory performance of this entire contract including the satisfactory completion of any project described in an Addendum. In the event the District fails, for any reason, to perform obligations required of it by this contract, the Commission may, at its sole discretion, require the District to repay to the Commission all grant funds disbursed to the District for those parts of the project that are rendered worthless in the opinion of the Commission by such failure to perform.
2. In the event that the District fails to expend funds under this contract in accordance with state laws and/or the provisions of this contract, the Commission reserves the right to recapture state funds in an amount equivalent to the extent of the noncompliance in addition to any other remedies available in law or in equity.
3. Such rights of recapture shall exist for a period not to exceed six years following contract termination. Repayment of the funds under this recapture provision is due within 30 days of demand. Such demand shall be in writing, and sent by certified U.S. mail to the last known District address. Thirty-day demand calculation will begin from the receipt date by the district of the demand letter. In the event that the Commission is required to institute legal proceedings to enforce the recapture provision, the Commission shall be entitled to recover its costs thereof, including attorney fees from the District.
4. Interest shall accrue at the rate of twelve percent (12%) per annum from the time the Commission demands repayment of funds. The interest shall begin accruing 30 days after the demand for repayment is received by the District. If payments have been discontinued by the Commission due to insufficient funds as described in Termination and Suspension section, the District shall not be obligated to repay monies which had been paid to the District prior to such termination. Any personal property acquired under this contract, at the option of the Commission, may become the Commission's property and the District's liability to repay monies shall be reduced by an amount reflecting the fair value of such property.
5. Acts of God. An Act of God means a violent and catastrophic event caused by forces of nature such as flood, fire, earthquake etc. which could not have been prevented or avoided by foresight or prudence. If either party can demonstrate that negligence was not the cause, and an act of god makes the performance of a contractual duty impossible, the party may be excused from performance of that duty by the other party.

SEVERABILITY

The provisions of this contract are severable. If any provision of this contract or any provisions of any document incorporated by reference should be held invalid, the other provisions of the contract remain valid.

SUBCONTRACTOR COMPLIANCE

The District must ensure that all subcontractors comply with the terms and conditions of this contract.

TECHNICAL STANDARDS

Technical assistance provided under the terms and conditions of the contract shall be consistent with the current Natural Resources Conservation Service (NRCS) Field Office Technical Guide, "Practice Standards and Specifications." Alternative practices not consistent with the NRCS "Practice Standards and Specifications" may be used where expressly authorized, if deemed suitable by a licensed professional engineer. If the alternative practices used are from other organizations' technical publications, the District shall reference this in the conservation plan or planning document in which they are used. The District shall include this requirement in all subcontracts.

TERMINATION AND SUSPENSION

1. **For Cause.** The obligation of the Commission to the District is contingent upon satisfactory performance by the District of all of its obligations under this contract. In the event the District unjustifiably fails, in the opinion of the Commission, to perform any obligation required of it by this contract, or the District violates state law or regulations (including the Ethics in Public Service Act, RCW 42.52), the Commission may refuse to pay any further funds, require the repayment of funds already disbursed, and terminate this contract by giving written notice of termination.
2. **For District Bankruptcy.** The obligation of the Commission to the District will terminate upon filing of bankruptcy by the District. In the event the District files bankruptcy, the District will notify the Commission before filing for bankruptcy with the Court via U.S.P.S. Mail to PO Box 47721, Olympia, WA 98504-7721. Once the Commission receives the notice of intent to file for bankruptcy, the date of notification will be the date of termination of this Master Contract with the Commission.
3. **Suspension.** Suspension means the temporary withdrawal of the authority to obligate previously awarded project funds pending either termination or corrective action by the district. The Commission may suspend all, or part of, the grant contract, and withhold further payments, or prohibit the district from incurring additional obligations of funds if the Commission has reason to believe that fraud, abuse, or violation of the law has occurred on the part of the district or a subcontractor in the performance of the grant contract. The Commission may suspend all, or part, of the grant contract in the event the Commission determines the district has failed to comply with any material term of

the grant contract, whether stated in a statute, regulation, Commission policy, plan, application, or elsewhere. The district may request and be provided an opportunity for an appeal as described in the Disputes section herein.

4. **Termination or Suspension Process.** Termination or suspension for withdrawal of funding will be effective the date the Commission sends written notice of termination or suspension to the Conservation District. This written notification will be made by email and by certified mail to the authorized signer of the contract. Costs incurred during a suspension or after termination of a contract are not allowable unless expressly authorized in the notice of suspension or termination. In that event, all finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by the District under this contract, at the option of the Commission, shall become Commission property and the District shall be entitled to receive just and equitable compensation for any work completed on such documents and other materials. The district may request and be provided an opportunity for an appeal as described in the Disputes section herein.

Termination does not include:

- Withdrawal of funds awarded on the basis of the district's underestimate of the unobligated balance in a prior period;
 - Withdrawal of the unobligated balance at contract expiration; or
 - Refusal to extend/renew a contract or award additional funds.
5. The Conservation Commission has the following options upon termination or suspension. Termination for withdrawal of funding will be effective on the date stated in the written notice of termination. When a district contract is terminated or suspended, the Commission may take one or more of these actions:
 - Temporarily withhold cash payments pending correction of the deficiency;
 - Disallow all or part of the cost of the activity or action not in compliance;
 - Request repayment of all or part of the funds already disbursed to the district;
 - Withhold further contract awards; or
 - Take other legally available remedies.

Allowable costs upon suspension or after termination.

Other costs incurred during suspension or after termination that are necessary and not reasonably avoidable are allowable if the costs:

- Result from obligations which were properly incurred by the district before the effective date of suspension or termination.
- Were not incurred with knowledge or in anticipation of the suspension.
- Would have been eligible if the grant contract had not been suspended or terminated, and, in the case of a termination, are non-cancellable.

Appeal process.

- The Commission Finance Staff is authorized to make determinations of cost eligibility, to disallow costs, and to ensure compliance with contract terms and conditions and program guidelines.
 - The written decision of the Commission Finance Staff will be final unless the district mails or otherwise furnishes a written appeal to the Executive Director of the Commission within thirty days of the receipt of the decision.
 - In connection with an appeal of any proceeding under this clause, the district will have the opportunity to be heard and to offer evidence in support of this appeal.
 - The decision of the Executive Director will be made within 30 days of the appeal and reported to the Commission at the next regularly scheduled meeting.
 - Appeals from the Executive Director's determination will be in accordance with procedures outlined in the Disputes section in this Master Contract.
6. Any provision of this contract notwithstanding, the District shall not be relieved of any liability to the Commission for damages sustained by the Commission and/or the State of Washington because of any breach of contract by the District. The Commission may withhold payments until such time as the exact amount of damages due to the Commission from the District is determined.
7. **Failure to Commence Work.** In the event the District fails to commence work on a project funded within **four months** after an amount of funding is awarded, or by any date mutually agreed upon in writing for commencement of work, the Commission reserves the right to terminate this contract or terminate funding for the specific project or work funded.

If for any cause, either party does not fulfill in a timely and proper manner its obligations under this contract, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If failure or violation is not corrected, this contract may be terminated immediately by written notice of the aggrieved party to the other.

THIRD PARTY BENEFICIARY

The District warrants and shall ensure that in all subcontracts entered into by the District pursuant to this contract, the Conservation Commission or State of Washington is named as an express third-party beneficiary of such subcontracts with full rights as such.

WAIVER

A party that fails to exercise its rights under this contract is not precluded from subsequently exercising its rights. A party's rights may only be waived through a written amendment to this contract.

ALL WRITINGS CONTAINED HEREIN

The Master Contract and attached Appendix (if any) and any Addenda contain all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Master Contract shall be deemed to exist or to bind any of the parties hereto. This contract may only be amended by a writing signed by both parties as described herein.

CONTRACT MANAGEMENT

Commission Financial Services Karla Heinitz, Contracts Manager PO Box 47721 Olympia, WA 98504-7721 360.407.6212	District Contract Manager: Cynthia Setel Interim Executive Director 800 SW 39th Street, Suite 150 Renton, WA 98057 425.282.1900
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EXECUTION

We, the undersigned, certify that we are fully authorized by the party whom we represent to enter into the terms and conditions of this contract and to legally bind such party thereto, and hereby agree to the terms of the foregoing Contract.

District Chair

District Vice-Chair

Print Name _____

Print Name _____

Date ____/____/____

Date ____/____/____

Washington State Conservation Commission

Carol Smith
Executive Director

Date ____/____/____

Executive Director Report

**KING CONSERVATION DISTRICT
BOARD OF SUPERVISORS MEETING
EXECUTIVE DIRECTOR REPORT**

TO: KCD BOARD OF SUPERVISORS

FROM: CYNTHIA SETEL

SUBJECT: DIRECTOR'S REPORT

DATE: JULY 12, 2021

CC: LORNA MISS

We are going through a significant transition at KCD. While this is providing us with an opportunity to look at how we do things and develop new processes, it is also a time of uncertainty for staff, which is very challenging. My goal right now is to ensure that we follow through on our commitments while not overwhelming our wonderful staff. My focus has been the following:

I. Finance

We have a much better understanding of why we have had challenges with financial reporting in the past as well as a plan for improving our systems. We know how our systems work and why we are not able to provide the financial reporting necessary for staff as well as the board. We are contracting with two accountants to assist us in the short term, but we will need to change our model to create a truly transparent and efficient system. We are contracting with an agency and in conversations with the finance team at Pierce CD and anticipate being ready with a new system in time for the 2022 Budget Cycle.

II. Grants/Partnerships

We have several large grants, involving many partners. We have an obligation to ensure that this work continues. I have met with all our partners and identified which make sense to transition to another agency, which we can do with our staff and which require additional staff support.

- a. **Area Forester Grant:** The Area Forester Grant was intended to provide support for King, Pierce and Snohomish Counties. KCD has been the manager of the \$595,000 grant. The focus of the grant has shifted, however, and now the funds will support work being done in Snohomish, Mason and San Juan Counties. After consulting with the Commission, Board members and Snohomish County, I moved forward with transitioning the management of this grant to Snohomish County, as of July 1. The Board approved ILA's with Snohomish, Mason and San Juan Counties last month, and we have processed payments to these Districts. The remaining amount in this grant is \$455,164.

- b. Sound Transit: We received the \$270,000 for the Sound Transit contract at signing and those funds have been in our reserves. This project is a collaboration between the City of Shoreline, Sound Transit and KCD. The Project kicks off July 22 and we are moving forward with this work. We have created a website, been involved with communications, will assist with outreach and education and will provide staffing for planting and technical support.
- c. On-Site Septic: This project is with Public Health: Seattle & King County, the Environmental Health Division. We have created a website, have assisted with communication and will facilitate the process for payments to Vashon residents who complete the training. \$35,000 out of the \$49,200 in this grant is for rebates.
- d. I-Tree Hydro: This project has three phases, however we only have a contract for the first phase. We received \$150,000 from the Department of Ecology and \$240,000 from Department of Natural Resources. This funded research and the creation of a Handbook. The Handbook is nearly complete. We are subcontracting with Snohomish CD and they will facilitate the completion of this handbook, using the remaining \$27,000. We will not pursue the second and third phases of this body of work.
- e. Shore Friendly: This work is a collaboration between KCD, WRIA8, WRIA9, King County and Mid Sound. KCD manages the contract for the collaboration. Since 2019 we have received \$438,129 in state and federal funds for the project and have spent \$82,506. The next round of funding ('21-'23) is projected to be an additional \$264,822. I am meeting regularly with the funders, as well as our collaboration partners, to determine the process for moving forward with this work. It is not clear whether we should continue managing the grant, or we should transition this to another entity. We will continue to participate in the collaboration in either case.

- III. Labor: Jamie, Amy and I met with Labor this week to negotiate the impacts of the Reorganization. We have agreement in general and are working through some of the details. We are moving forward with the hiring of the Finance and Administration Manager and the Accountants. Jamie and I are updating job descriptions for all positions and will be sending them to the Union for feedback. We will continue to meet regularly with Union representatives.
- IV. Covid: Our attorneys and labor agree about a protocol for having people return to the office. We have provided staff with a form which they must submit to HR stating that they have been vaccinated and the date of their last vaccination and can then return to work without a mask, and without socially distancing. Staff who have not been vaccinated and/or do not complete the paperwork must continue to wear a mask. I am not requiring staff to return to work at this time but I am encouraging them to do so.

New Business

Third Crew – Briefing and Board Vote

July 12, 2021

Issue: Whether or not to renew our contract with WA Department of Ecology to have a third crew for the 2021-22 season (October 4 – September 8) at the cost of \$676,500

History: The goal of the Washington Conservation Corps is to provide a wide variety of hands-on experiences, field skills, and training opportunities to young adults between 18 and 25 and military veterans. In 2019, KCD contracted with Sound Transit to provide mitigation-related tree planting services to private homeowners within the City of Shoreline. This work was planned to be performed with crew labor and was estimated to require a total of 8 weeks of work from 1 crew. Since hiring a crew on a weekly basis is not reliable, in order to ensure crew availability, the idea to develop additional work for a year-round crew resulted in a crew-share partnership with the King County ADAP program for 50% of this crew and 3 other options for filling the rest of this crew's schedule/costs. The breakdown for this crew is as follows:

Crew 3				
% Time/Cost	Project	# Days Budgeted	# Days Used	Notes
4.00%	KCD Urban Forest Projects	7	9	North SeaTac Park, Grace Cole Nature Park and Seattle Cheasty projects
4.00%	KCD Rural Forest LIP Contract Projects	7	0	The process for using the crew for rural forest LIP projects was never mapped out - financially or programmatically - or approved at a higher level.
<i>KCD Contracted Services</i>				
50.00%	KCDNRP Contract for ADAP Project Support	82	115	
4.00%	Various Member Jurisdiction Contracts	7	10	Kirkland project. Contract amended to add two weeks
16.00%	Sound Transit Project	26	0	Sound Transit did not launch in 2020
22%	Shorelines overage	36	0	All rates and charges funded/not recoverable
100.00%		165	134	

Pros:

Member Jurisdiction Services - There has been very positive feedback from Kirkland, the first member jurisdiction to use crew-based services. There are conversations with Shoreline and Duvall in progress for use of the third crew.

We marketed these services to 35 jurisdictions on the city fact sheets. It puts us in an uncomfortable position to discontinue the project if there is interest.

King County ADAP and KCD Ag Drainage - KCD's partnership with King County ADAP allows dredging and maintenance of artificial ditches, removal of fish barriers and installation of fish-friendly culverts and bridges, beaver dam removal, site prep/weed control/planting after dredging occurs and other public works improvements. Fish mortality has dropped almost completely to zero since having the third crew available. Beyond defishing, the third crew has been very helpful in alleviating beaver dam flooding on farms in the wintertime thru the spring. The third crew has also provided KCD with a level of ownership in installing plant buffers regarding correct installation and timely maintenance. We spend a lot of public dollars ensuring that these projects are done completely and maintained, helping KCD keep our promises and maintain good relationships with farmers.

Cons:

General – The cost of these crews (\$2000/day) is extremely high for the amount of work they produce and the Department of Ecology charges for a full crew day even if only a few members show up. Professional contractors are cheaper overall, and will invoice for work that is actually done, as opposed to billing for a whole 'crew day.'

Currently, Brett Anderson from the Forestry Team is managing the third crew, at approximately 15% of his time for projects that are largely outside of Forestry programming and goals. Any staff person managing the crew would be expected to allocate a similar amount of staff time. In general, KCD staff responsible for coordinating a crew need to be available at 7 am when the crews start their day in order to address crew questions or unexpected situations that require adaptive management or reassignments to other projects. Extensive staff time is also needed from all KCD staff to on-board and train the crews. (KCD has a good relationship with Ecology/WCC because we provide extensive support, training, and guidance for our sponsored crews.)

22% of the third crew's time was left undesignated and thought to be available as extra time for KCDs riparian planting projects. However, it is unclear if this money is actually in the budget and if it would all have to come from rates and charges since that is what funds these projects.

Member Jurisdiction - There is no one on staff who can take on the workload of planning and contracting with the cities for using the crew in member jurisdictions. The accounting process for utilizing Member Jurisdiction funds for conservation services contract is unclear; a collaborative SOP needs to be developed.

The work is not consistently in demand and each project has different training and project management needs.

The Shoreline and Duvall projects are not a good fit for the crew's skill level; Shoreline's project is technically complex, and Duvall needs more direction than we can provide at this time.

Urban Forestry - The 2021-22 Urban Forest projects do not involve any work appropriate for crew-based labor.

Rural Forestry LIP - Using the crew for Rural Forest Health LIP projects has proved too complex within the current accounting structure. In addition, the projects are usually too large for this type of crew

labor and the daily rate is too expensive to complete the work within budget. LIP project budgets do not currently include mid-contract maintenance.

Recommendation

The third crew could be a useful tool in its current form (for ADAP, urban and rural forestry, and member jurisdiction projects) with the following necessary steps:

- develop a realistic cost-recovery model (and associated budgets)
- allocate or hire staff to manage contracts for member jurisdiction crew-based services.
- allocate or hire staff to manage the crew in the field. Perhaps someone on the farm team for ADAP and ag drainage projects and someone on the forestry team for relevant MJ, urban forestry, and rural forestry LIP projects
- Develop a fleshed-out accounting practice for using crew on rural forestry LIP projects (We have programmatic ideas – e.g., mid-contract maintenance, small properties/projects - that have not been approved)
- Develop a collaborative SOP for the accounting process for utilizing Member Jurisdiction funds for conservation services contracts.
- cost-comparison with contractors and estimation of time required to bid out projects.

Our recommendation is to not hire the third crew for the 2021-22 season. We can revisit the program if there is future demand, bandwidth to manage the crew, and established programmatic and accounting systems. In the meantime, we propose that flood control grant money will be used to hire seasonal technicians to implement Ag-drainage projects. Select Member Jurisdiction projects can be considered on a case-by-case basis for WCC's "spike crew" which provides short-term services.

Other considerations:

Minimum weekly time requirements for coordinating 1 crew:

- 1 hour per week – Crew scheduling meeting in which staff coordinating crews meet to schedule and discuss crew project assignments, trainings, tool/equipment needs, etc.
- 1-2 hours per week – Daily check-ins with crews, crew schedule adjustments, crew calendar updates, communications with landowners or partners regarding crew visits, tracking and reviewing crew time for monthly crew billing.
- 3 hours minimum (commute time included) per week to allow for time on-site with crews when they are working on a new or unfamiliar project site. This time can fluctuate, but staff who coordinate a crew are typically on-site with them once a week at a minimum.
- Additional weekly staff time is required for coordinating, supporting, and providing on-site project management for those projects which are being managed and installed directly by KCD staff (delivering supplies to crews, assessing project status, providing adaptive management guidance, etc.)

Shoreline estimated to take 6-8 crew weeks, and that is a very conservative estimate given how little steep slope work the crew does in a typical year.