

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

January 8, 2003

1 **Supervisors Present:** Scott Wallace, Vice-Chair; Lynn Sullivan, Secretary Treasurer; Max  
2 Prinsen, Member; Nancy Ahern, Member

3 **Associate Supervisors Present:** Pat O’Hanley

4 **Guests Present:** None

5 **Staff Present:** Geoff Reed, Brandy Reed, Marla Hamilton Lucas

6 **NRCS Staff Present:** None

7 Meeting called to order at 6: 10 pm by Scott Wallace, Vice Chairman.

8 Agenda and Minutes reviewed and no changes were requested.

9 **Prinsen moved, Sullivan seconded, Passed unanimously a motion to approve the minutes of**  
10 **the December 11, 2002 board meeting.**

11 Hamilton Lucas distributed the list of total monthly expenses for board review.

12 **Sullivan moved, Prinsen seconded, Passed unanimously a motion to approve the list of**  
13 **expense checks for December 2002, check numbers 6923-6980 in the amount of \$ 83,647.30.**

14 Health care costs were pointed out as being very high and increasing. Hamilton Lucas mentioned  
15 that we are doing an employee benefits review this year, especially as District coverage relates to  
16 employee dependents.

17 Hamilton Lucas distributed the budget tracking report for December. Unrestricted funds and  
18 grants totaled \$ 243,445. In expenses, wages were lower than projected as were field supplies  
19 for the projects. Other budget categories ere examined and reasons given for each major  
20 difference between budget and actual. Total actual was under budget by 13.97% for the year.

21 The balance sheet was distributed and reviewed. Unrestricted balance is \$ 1.3 million at the end  
22 of 2002.

23 **Ahern moved, Prinsen passed a motion to approve the budget tracking report and the**  
24 **balance sheet as of 12/31/02.**

25 B. Reed asked the board if they had reviewed and were ready to approve the draft work plan that  
26 was presented to them at last month’s meeting. She said she had made some minor changes to  
27 the plan as presented, and these changes were: Doing additional farm planning for non- licensed  
28 dairies (heifer operations), dealing with the effects of new confined animal feeding operations

29 regulations, and revising and reprinting the wetland handbook. The income and expense  
30 associated with the ALEA grant for Shadow Lake Bog was included in the budget, however as  
31 the ALEA grant is a pass thru expense, the effect on the change in the projected reserve was  
32 unchanged. A discussion ensued regarding the District reserves, and future uses of them. B. Reed  
33 stated that District staff had expressed interest in having an individual equipment budget and an  
34 increase in the training budget to reflect more realistically the costs involved in attending  
35 relevant training. Prinsen suggested that the travel budget be increased to reflect the travel costs  
36 incurred in attending training. Currently, the budget for training is \$500 per employee. This  
37 amount is meant to include all costs associated with attending training. It would make more  
38 sense to consider the \$500 budget tuition costs only. B. Reed said that the Board could revisit the  
39 issue later and add more to the training and associated travel budgets if it was warranted.

40 B. Reed asked if the board would finalize the 2003 Work Plan and Operations Budget.

41 **Sullivan moved, Prinsen seconded, Passed a motion to approve the 2003 King Conservation**  
42 **District Work Plan and Operations Budget as submitted to the Board of Supervisors.**

43 B. Reed presented the City of Kent Grant Applications for Board approval.

44 **Sullivan Moved, Prinsen Seconded; Passed a motion to approve the City of Kent non-**  
45 **competitive grant application for \$2,383.88 for the City of Kent East Hill Retention Pond**  
46 **Planting Project.**

47 **Prinsen Moved, Ahern Seconded; Passed a motion to approve the City of Kent non-**  
48 **competitive grant application for \$3,373.33 for the City of Kent Green River Greenbelt**  
49 **Planting Project.**

50 **Green-Duwamish-CPS Watershed Forum Grant Application Packet:**

51 **Ahern Moved, Sullivan Seconded; Passed a motion to approve the Green-Duwamish-CPS**  
52 **Watershed Forum non-competitive grant application for \$25,000 from 2002 Assessments**  
53 **for the King County DNRP-WLRD Historic Conditions Assessment Project.**

54 **Revisions/Agreement Amendments:**

55 **Sullivan Moved, Prinsen Seconded; Passed a motion to amend the King County May Creek**  
56 **Canyon Large Woody Debris Restoration Project grant agreement, extending the project**  
57 **completion date to December 31, 2003.**

58 **Prinsen Moved, Ahern Seconded; Passed a motion to amend the King County 2000 Fish**  
59 **Habitat & Passage Improvement Project grant agreement, extending the project completion**  
60 **date to December 31, 2004.**

61 **Ahern Moved, Prinsen Seconded; Passed a motion to amend the King County 1998/1999**  
62 **Fish Habitat & Passage Improvement Project grant agreement, extending the project**  
63 **completion date to December 31, 2004.**

64 **Prinsen Moved, Sullivan Seconded; Passed a motion to amend the *City of Seattle Research***  
65 ***Framework for Juvenile Salmonid Survival in the Green-Duwamish Watershed Project grant***  
66 **agreement, extending the project completion date to August 31, 2003. Hansen abstained.**

67 **Sullivan Moved, Prinsen Seconded; Passed a motion to amend the *City of Woodinville***  
68 ***Sammamish Releaf 2002 Project grant agreement, revising the budget as detailed and***  
69 **approving return of grant funds allocated to the WRIA 8 Forum in the amount of \$**  
70 **58,599.99.**

71 In addition, several District assets were declared surplus.

72 **Sullivan Moved, Prinsen Seconded; Passed a motion to surplus obsolete District computer**  
73 **(inventory number KCD 1999-09) and authorize staff to donate surplus computer to Re-PC**  
74 **or a similar computer equipment recycler.**

75 **Prinsen Moved, Ahern Seconded; Passed a motion to surplus Nissan pickup truck (VIN No.**  
76 **1N65SD11S7PC445991).** This vehicle had been destroyed in an accident and the District has  
77 received a settlement from the insurance company. The Nissan was purchased with grant funds,  
78 so the insurance settlement will need to be used for a grant related activity.

79 **Prinsen Moved, Sullivan Seconded; Passed a motion to surplus Horizon sedan (VIN No.**  
80 **IP3XL18D0LC728262).**

81 The staff is authorized to sell the vehicle or donate it to a suitable charitable organization.

82 Sullivan said that she plans to attend the NACD National meeting February 9<sup>th</sup> in Orlando,  
83 Florida. She will miss the February board meeting.

84 G. Reed would like to draft a comment letter from the District regarding the changes King  
85 County wants to make to the Critical Areas Ordinance. Sara Hemphill will review the letter. She  
86 and Wallace will be attending one of the informational meetings planned by the county. A  
87 discussion ensued regarding the effects of the changes in the CAO on farmers and cooperators. It  
88 appears that buffers are the main issue.

89 Ramos from NRCS was not in attendance, so G. Reed read the NRCS report. February 14 is the  
90 due date for EQIP applications. Several applications have been received already. NRCS is  
91 completing a conservation plan for the King County owned Nelson-Bower property, and the  
92 property will be signed up for the EQIP program.

93 Mark Clark of the Washington Conservation Commission will no longer be attending KCD  
94 board meetings as he is now the Director of the Commission. As the WCC may be folded into  
95 the Department of Agriculture under the current state budget proposal, it has been suggested that  
96 now would be a good time to contact legislators about the change in the Commission and how it  
97 would impact the Conservation Districts. G. Reed distributed some talking points regarding the  
98 effects of eliminating the WCC.

99 Ahern asked about when her appointed term on the board ends, and a discussion ensued  
100 regarding reappointment and how that might be affected by changes at the WCC.

101 Board chair Bill Niccolls is up for election this year, and the notice of election will be published  
102 45 days before.

103 Ahern, G. Reed, B. Reed and Jagoda Perrich-Anderson will be meeting on January 23<sup>rd</sup> to  
104 discuss assignments and detail the strategic initiatives as part of the strategic planning process.

105 **Sullivan moved, Prinsen seconded, Passed a motion to have a 30-minute executive session**  
106 **for District staff reviews. Executive Session began at 7:50 p.m., staff reviews were**  
107 **completed at approx. 9:30 p.m.**

108 There being no further business before the board,

109 **The meeting was adjourned at 9:30 p.m. after completing staff reviews.**

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113 \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_ Date

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#### **Summary of Motions**

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