

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

November 12, 2003

1 **Supervisors Present:** Scott Wallace, Vice Chairman, Lynn Sullivan, Secretary/Treasurer, Bobbi
2 Lindemulder, Member

3 **Associate Supervisors Present:** None

4 **Guests Present:** Matt Livengood, Linda Hansen WRIA 9 Project Coordinator, Jean White,
5 WRIA 8 Project Coordinator

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

7 **NRCS Staff Present:** None

8 Vice-Chairman Scott Wallace called the meeting to order at 6:00 pm.

9 The meeting agenda was reviewed and G. Reed said that the planned discussion of COLA
10 adjustments to the District salary schedule would not be during an executive session as it did not
11 meet the requirements. The item scheduled for 6:45 will be included in the item scheduled at
12 7:10. Introductions were made around the table.

13 September board meeting minutes were reviewed and B. Reed said that she remembered part of
14 the discussion about employee benefits changes including a discussion of how to improve equity
15 of benefits and how to share the anticipated increases in benefit costs between the District and
16 employees to allow the District to continue providing benefits for employees in the future.
17 Discussion ensued regarding the best way to approve the minutes and revise them for B. Reed's
18 input. Wallace said that action on the minutes could not be delayed until the next meeting so it
19 was decided to approve the minutes and submit the additions to the board at the next meeting.

20 **Sullivan moved, Lindemulder seconded, Passed unanimously a motion to approve the**
21 **October 8 2003 board meeting minutes as read, subject to a revision of lines 87-97 to be**
22 **presented and approved at the December board meeting.**

23 Hamilton Lucas distributed the list of monthly expense checks for board review. Lindemulder
24 asked about the CREP maintenance payment and if it was flood related, which it was not.

25 **Lindemulder moved, Sullivan seconded, Passed unanimously a motion to approve check**
26 **numbers #7488-7548 in the amount of \$544,722.11 for October month disbursements.**

27 The balance sheet and budget tracking report were distributed for board review. Restricted and
28 unrestricted balances were looked at and are expected to go up as taxes are collected in October.
29 The budget tracking report showed some increase in interest received. 17% of the year remains
30 and each expense percentage was reviewed. Sullivan asked for line items to be numbered for
31 ease in reviewing it quickly.

32 **Lindemulder moved, Sullivan seconded, Passed unanimously a motion to accept the**
33 **financial report for October.**

34 G. Reed presented the Dairy Nutrient Management Plans for the R.Van Dam Dairy, the Swiss
35 Acres Dairy and the Good Hope Dairy. He said they had been reviewed and recommended the
36 board certify the plans.

37 **Lindemulder moved, Sullivan seconded, Passed unanimously a motion to certify the above-**
38 **mentioned Dairy Nutrient Management Plans.**

39 G. Reed said that there is one more board meeting where dairies may get their plans certified as
40 required by the Washington Conservation Commission. He explained the appeal process if a
41 dairy does not get their plan certified by the deadline, or if it cannot be certified. This month
42 there was one dairy that will not be certified, Dejong Dairy, due to a lack of adequate manure
43 storage. It is expected that 4-5 dairies in King County will not seek to have their plans certified
44 and will be subject to fines subsequent to January 1, 2004.

45 **Lindemulder moved, Sullivan seconded, Passed unanimously a motion to not certify**
46 **DeJong dairy's Dairy Nutrient Management Plan due to inadequate manure storage**
47 **capacity.**

48 B. Reed presented a few non-competitive grant applications for board approval:

49 **Cedar-Lake Washington-Sammamish Watershed Forum Grant Application Packet:**

50 **Sullivan Moved, Lindemulder Seconded; Passed unanimously a motion to approve the**
51 **Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant**
52 **application for \$120,000 from 2003 Assessments for the King County DNRP 2003 Cedar**
53 **River Opportunity Fund Project.**

54 The 2004 Lake Washington Basin Chinook Redd and Carcass Surveys grant application was
55 deferred for approval at the December board meeting as per King County's request.

56 **Sullivan Moved, Lindemulder Seconded; Passed unanimously a motion to approve the**
57 **Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant**
58 **application for \$38,200 from 2003 Assessments for the City of Woodinville Little Bear Creek**
59 **Restoration and Stewardship Development project.**

60 Discussion ensued regarding the budget detail on contracted services.

61 **Lindemulder Moved, Sullivan Seconded; Passed unanimously a motion to approve the**
62 **Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant**
63 **application for \$73,750 from 2003 Assessments for the King County DNRP Issaquah Creek**
64 **Aquatic ad Riparian Restoration Project.**

65 The buffer width and permit costs for the above project were questioned and discussed.

66 **Sullivan Moved, Lindemulder Seconded; Passed unanimously a motion to approve the**
67 **Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant**

68 application for \$40,000 from 2003 Assessments for the City of Seattle Hiram Chittenden
69 Locks Fish Passage Adult PIT Tag Detection Project.

70 Lindemulder Moved, Sullivan Seconded; Passed unanimously a motion to approve the
71 Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant
72 application for \$92,800 from 2003 Assessments for the City of Redmond Lower Peters Creek
73 Restoration Project.

74 Lindemulder Moved, Sullivan Seconded; Passed unanimously a motion to approve the
75 Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant
76 application for \$41,622 from 2003 Assessments for the King County DNRP 2004-2005
77 Salmon Watcher Program.

78 Lindemulder Moved, Sullivan Seconded; Passed unanimously a motion to approve the
79 Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant
80 application for \$50,000 from 2003 Assessments for the US Army Corps of Engineers Historic
81 Conditions Analysis of PS Lowland rivers, Deltas, and Marine Shoreline Project, subject to
82 more specific project location information.

83 Wallace asked if there was a map to ensure there was no duplication of work between this grant
84 and previous grants. Discussion ensued regarding specifics of where the work would be done.
85 Lindemulder requested an addendum to the application that would include a map detailing the
86 areas covered by the historic conditions assessment.

87 Sullivan Moved, Lindemulder Seconded; Passed unanimously a motion to approve the
88 Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant
89 application for \$8,500 from 2003 Assessments for the City of Seattle Aquarium 2004 WRIA 8
90 Beach Naturalist Project.

91 Lindemulder Moved, Sullivan Seconded; Passed a unanimously a motion to approve the
92 Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant
93 application for \$25,500 from 2003 Assessments for the City of Redmond Salmon Friendly
94 Water Conservation Demonstration Garden Project.

95 Green-Duwamish-CPS Watershed Forum Grant Application Packet:

96 Sullivan Moved, Lindemulder Seconded; Passed unanimously a motion to approve the
97 Cedar-Lake Washington-Sammamish Watershed Forum non-competitive grant
98 application for \$10,000 from 2003 Assessments for the City of Seattle Aquarium 2004 WRIA
99 9 Beach Naturalist Project.

100 King County Grant Application:

101 Sullivan Moved, Lindemulder Seconded; Passed unanimously a motion to approve the
102 King County DNRP-WLRD non-competitive grant application for \$148,545 from 2003
103 Assessments for the 2003 Agriculture Program.

104 City of Kent Grant Application:

105 **Sullivan Moved, Lindemulder Seconded; Passed unanimously a motion to approve the City**
106 **of Kent non-competitive grant application for \$7,901.19 from 1999-2000 Assessments for**
107 **the City of Kent Canterbury Retention Pond Planting Project.**

108 **Revisions/Agreement Amendments:**

109 **Lindemulder Moved, Sullivan Seconded; Passed unanimously a motion to amend the King**
110 **County 2002 Green River natural Area Restoration and Maintenance Project grant**
111 **agreement, approving the revised scope of work and budget to subsume the 2003 grant**
112 **award for \$10,000 by the same title.**

113 **Lindemulder Moved, Sullivan Seconded; Passed unanimously a motion to amend the King**
114 **County 2002 Green-Duwamish Ecosystem Restoration Project grant agreement, approving**
115 **the revised scope of work and budget to subsume the 2003 grant award for \$248,841 by the**
116 **same title.**

117 **Lindemulder Moved, Sullivan Seconded; Passed unanimously a motion to amend the King**
118 **County 1999 Fish Habitat & Passage Improvements Project grant agreement, approving the**
119 **revised scope of work and budget to subsume the 2000 grant award for \$30,000 by the**
120 **same title, and the return of grant funds in the amount of \$34,000.**

121 B. Reed introduced two grant proposals for Burien and SeaTac. The projects are somewhat
122 unusual, and the municipalities wanted to see if they would be acceptable to the board, and what
123 changes might need to be made to the actual grant request to make it acceptable.

124 Burien wants to use their non-competitive grant funds for interpretive signs at a local Park. They
125 want some certainty that this project will be an acceptable use of the grant funds. Wallace asked
126 about match for the project, there's no budget yet. Sullivan liked the idea and thought it was
127 acceptable. G. Reed suggested it could fit under the category of environmental education and that
128 the grant application should pitch an environmental education project as opposed to recreational
129 development project.

130 SeaTac has been using their pro-rata share of the King Conservation District special assessment
131 to fund wetland restoration projects under contract with the District. They are interested in
132 funding their contribution to Watershed Forum planning process under the WRIA Forum and
133 Municipality Inter-local Agreement. All municipalities have signed this interlocal agreement to
134 fund the planning process and hopefully show that progress is being made toward salmon
135 recovery. Sullivan said this question has come up before and that there is concern about setting a
136 precedent for the other municipalities. The ILA agreement is not an on the ground project with
137 discrete tasks that could be attributed to any one jurisdiction's contribution through the ILA.

138 Hansen gave an overview of the ILA process, which will produce fish habitat conservation, plans
139 for the three WRIs and will recommend future programs, policies, and activities to improve
140 fish habitat and recover the Puget Sound Chinook populations. B. Reed said that contributions
141 through the ILA support administrative aspects of the scopes of work for the three Watershed
142 Forums as well as some projects. The goal is to produce tangible products by December 31,
143 2005, but it is difficult to articulate the specific links between the actions taken and products
144 delivered to and an individual jurisdiction's contribution.

145 The Board decided not to make a decision tonight on this issue, but acknowledged that the issue
146 will be coming up in future grant applications. It was decided to postpone a decision until all
147 board members are present.

148 As there was no attendee from the NRCS, no report was given.

149 The discussion of the Non-Competitive grant policy was delayed, as it was not yet ready to
150 present.

151 G. Reed updated the board on the proposed King County Critical Areas Ordinance. The deadline
152 for comment on the regulations is November 21st. The District is writing two letters regarding
153 the ordinances' process, substance and the role of the District. The idea is to lay a framework for
154 future discussions. The county is also revising the Surface Water Management and Stormwater
155 manual. In addition there will be a separate permit process at Department of Development and
156 Environmental Services for Agriculture. It will be a separate permitting process specifically for
157 Ag activities rather than processing them under standard development practices and regulations.
158 It will be less expensive, too.

159 G. Reed said that he needed to schedule an election date for the election for position #1-
160 Sullivan's position. Tuesday March 23 and 30 were discussed, and Sullivan said that March 23rd
161 was fine. The election will be held at four different locations in the County. Wallace asked when
162 Prinsen's elected term expired (he became an appointed supervisor when Nancy Ahern left the
163 board) and was told it was the 3rd quarter of 2005.

164 There was a discussion of attendance at the WACD meeting in Spokane. Sullivan had not
165 planned on attending, but the WCC committee she is on requested that she attend. G. Reed will
166 get her registered for the conference.

167 Wallace stated that the vacancy on the board needed to be filled before the end of 2003, so that
168 the board would be at full strength to approve the 2004 budget and workplan and address the
169 issues facing the district next year. He wished to nominate Matt Livengood for the position,
170 because Matt has been involved in with the district and has been coming to recent meetings. As
171 Livengood is married to one of the District's contractors, Alayne Blicke, he would need to
172 recuse himself from any votes regarding her contracts with the District, further, she would be
173 able to contract for no more than \$ 1,500 per month. Historically, her contracts have been for less
174 than this amount. The District's attorney, Eric Fremodt, was consulted about the ramifications of
175 having Livengood on the board, and he didn't see any problems with Livengood serving, as long
176 as the situation with Blicke is disclosed and Livengood recuses himself from voting on any
177 matter that regards the District's relationship with Blicke.

178 Sullivan expressed surprise at how the board vacancy needed to be filled immediately after being
179 vacant for several months. She mentioned that Richard Gelb had expressed an interest in being
180 on the board and had filled out the background and interest form for board members as well as
181 attending meetings earlier in the year, and she felt that the board should hold interviews to see
182 what the candidates have to offer.

183 Wallace expressed concern about the representation of the District's constituents because there is
184 no representative from the southeast area of the County. He felt that Livengood would provide

185 that representation as he resides in Maple Valley. Sullivan felt that the board had a good balance
186 at this time as regarding rural and urban stakeholders. She felt that it was not appropriate to
187 nominate Livengood at this meeting. A discussion arose regarding the appropriateness of
188 contacting the District's attorney regarding Livengood when none of the other steps were
189 undertaken to select a new supervisor.

190 G. Reed suggested that both candidates fill out the questionnaire, and Wallace said to do it
191 tonight so that the position could be filled. Discussion ensued regarding the timing and effort
192 involved in filling the empty supervisor position. Sullivan thought there were other issues that
193 needed to be addressed before filling the vacancy. More discussion ensued regarding the
194 circumstances surrounding appointing the next supervisor.

195 G. Reed suggested that a policy needed to be formalized for board membership, as no policy
196 exists now. It was decided to have a special session to select the next supervisor. As the term of
197 the vacant position is unexpired, there is no requirement to advertise the position, but the date
198 and time of the special session must be advertised.

199 The Board discussed the option of conduction candidate interviews for the vacant Board of
200 Supervisor's position in a Special Session or at the regularly scheduled December board meeting.
201 Applications will be due by close of business December 1, 2003. It was decided that candidates
202 would be interviewed at the December board meeting and that decisions regarding selection of a
203 candidate to fill the vacant board position would be made at that time or at a later date.

204 G. Reed said that if anyone at the meeting knows of someone interested in the Supervisor
205 position, please have him or her contact him at the District office.

206 The next item was the continuation of the discussion about COLA adjustments to the salary
207 schedule as presented at the prior meeting.

208 **Sullivan moved, Lindemulder seconded, Passed unanimously a motion to increase the**
209 **District salary schedule by 6% to adjust it for inflation. (See exhibit attached)**

210 G. Reed asked if the board wished to set a policy about COLA adjustments for salaries. Wallace
211 wanted to adjust the salary each year. B. Reed said that it would be good to have that discussion
212 during the budgeting process each year.

213 **Lindemulder moved, Sullivan seconded, Passed unanimously a motion to make COLA**
214 **adjustments to the District salary schedule on an annual basis during the budgeting**
215 **process.**

216 **The meeting was adjourned at 8:55pm.**

217

218

219

220 _____
Authorized Signature

_____ Date

221

222

Summary of Motions

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299 **The meeting was adjourned at 8:55pm.**