

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

September 8, 2004

1 **Supervisors Present:** Max Prinsen, Chairman, Scott Wallace, Vice Chairman, Richard Gelb,  
2 Member, Bobbi Lindemulder, Member, Matt Livengood, Member.

3 **Associate Supervisors Present:** None

4 **Guests Present:** Scott Thomas, City of Burien, Linda Hansen, WRIA 9

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

6 **NRCS Staff Present:** Clare Flanagan-Lubinda, Resource Conservationist.

7 Chairman Prinsen called meeting to order at 6:02pm.

8 G. Reed asked to add an item to review two independent consultant contracts; it was decided to  
9 place it after the non-competitive grant review and approval item.

10 **Wallace moved, Livengood seconded, Passed Unanimously a motion to approve the**  
11 **minutes as read from the August 2004 King Conservation District Board of Supervisors**  
12 **meeting.**

13 B. Reed distributed the minutes from the August 23, 2004 Special Session and asked that the  
14 board review and approve them.

15 **Wallace moved, Gelb seconded, Passed Unanimously a motion to approve the minutes as**  
16 **read from the August 23, 2004 Special Session of the KCD Board of Supervisors.**

17 B. Reed presented the Non-Competitive grant applications/revisions for review and approval by  
18 the board:

19 **Revisions/Agreement Amendments:**

20 **Gelb Moved, Wallace, Passed a motion to amend the City of Burien Branson Property**  
21 **Acquisition Project grant agreement, canceling the project and approving return of the**  
22 **grant funds in the amount of \$100,000.**

23 **City of Burien Grant Application Packet:**

24 Scott Thomas from the City of Burien gave an overview of the project and answered questions  
25 from the board.

26 **Gelb Moved, Wallace Seconded; Passed a motion to approve the City of Burien non-**  
27 **competitive grant application for \$130,000 (\$83,600 from 2000 Assessments allocated to**

28 **Green-Duwamish Forum, \$16,400 from 2000 Assessments allocated to CPS Forum, and**  
29 **\$30,000 from 1994-1999 Assessment allocated to the City of Burien) for the *Eagle Landing***  
30 ***Park Interpretation and Reforestation Project.***

31 Gelb asked about the WRIA funding being and B. Reed said she had a letter of approval from  
32 WRIA 9.

33 **Revisions/Agreement Amendments:**

34 **Lindemulder Moved, Livengood Seconded; Passed a motion to amend the *King County***  
35 ***Acquisition of Priority Properties* grant agreement, extending the project completion date to**  
36 **December 31, 2004.**

37 **Lindemulder Moved, Livengood Seconded; Passed a motion to amend the *King County***  
38 ***Salmon Recovery Funding Board 2000 Sponsor Match* grant agreement, extending the**  
39 **project completion date to December 31, 2004.**

40 **Livengood Moved, Wallace Seconded; Passed a motion to amend the *King County Miller***  
41 ***Creek Basin Plan* grant agreement, extending the project completion date to December 31,**  
42 **2004, and revising the budget as submitted.**

43 **Livengood Moved, Wallace Seconded; Passed a motion to amend the *King County Central***  
44 ***Puget Sound Beach Signage Project* grant agreement, extending the project completion date**  
45 **to December 31, 2002, and revising the budget as submitted.**

46 **Livengood Moved, Wallace Seconded; Passed a motion to amend the *King County Central***  
47 ***Puget Sound educational Materials* grant agreement, extending the project completion date**  
48 **to December 31, 2002, and revising the budget as submitted.**

49 **Livengood Moved, Wallace Seconded; Passed a motion to amend the *King County 2000***  
50 ***Salmon Watchers Project* grant agreement, extending the project completion date to**  
51 **December 31, 2002, and revising the budget as submitted.**

52 **Livengood Moved, Wallace Seconded; Passed a motion to amend the *King County 2001***  
53 ***Salmon Watchers Project* grant agreement, revising the budget as submitted.**

54 G. Reed presented two contracts to the board for review. The first was with Alayne Blicke, who  
55 is working with the district to prepare content for some of its classes. G. Reed wished to request  
56 authorization to spend up to \$10,000 for her assistance. Lindemulder asked about limitations on  
57 payment to her on her contract and G. Reed responded that she may receive no more than \$1,500  
58 per month in contract payments according to the District's legal counsel.

59 Livengood recused himself from the discussion about the Blicke contract.

60 **Wallace moved, Gelb seconded, Passed a motion to approve the authorization to spend up**  
61 **to \$10,000 for Alayne Blicke's services to the District. Livengood abstained.**

62 The second contract that G. Reed wished to review was Sara Hemphill's. Hemphill provides  
63 assistance to the District in negotiating Critical Areas Ordinance issues with King County. Her  
64 current billing year to date August 2004 was twice what was expected (\$5,000). Discussion  
65 ensued. The current negotiation process with the County regarding the District's duties and  
66 responsibilities is requiring a lot of her time. Prinsen wanted to review the invoice. Wallace  
67 stated that he was sure she didn't bill for all the time she spends on the CAO work. There's four  
68 more months left before the CAO is expected to be completed. Prinsen said that the limit for a  
69 non-competitive contract was \$14,999.

70 **Wallace moved, Livengood seconded, Passed a motion to approve a contract amendment**  
71 **for Hemphill for up to \$8,000 to complete work on the Critical Areas Ordinance on behalf**  
72 **of the District.**

73 Hemphill arrived at this time and discussion began on the current status of the Critical Areas  
74 Ordinance. B. Reed asked for confirmation from the board as to the tasks to be completed as a  
75 result of the Special Session held on August 23.

76 There was a very long discussion of two central issues affecting KCD in the currently proposed  
77 Critical Area Ordinance Agriculture Rule. The Board discussed strategy in negotiating and the  
78 current political climate within various King County departments involved in drafting the CAO.  
79 Prinsen suggested the KCD ask for no notice of a farm plan requirement on the property title. B.  
80 Reed said she would refresh the current cover letter for the Ag rule comments with the contents  
81 of the meeting's discussion. A letter for the County Council will be drafted at a later time.

82 Discussion ensued regarding the mechanism of funding KCD's participation in CAO activities  
83 and the use of a Memorandum of Understanding versus a contract with the county.

84 G. Reed brought up the issue of outside employment and contracting by employees and asked the  
85 board to help decide on a policy for the district. Gelb didn't think the KCD could restrict KCD  
86 employees from doing contract work in their areas of expertise outside of the boundaries of the  
87 District. Prinsen thought the issue should be referred to the District's legal counsel for his advice.  
88 As long as the employee was not representing KCD any liability for their actions would be the  
89 responsibility of the individual. G. Reed said that District employees are not to leverage their  
90 positions or use District equipment for personal gain.

91 As far as outside employment not within the employee's area of expertise, after discussion of  
92 effects on employment performance, conflict of interest and other company policies the board  
93 directed staff to come up with a policy regarding outside employment for KCD employees.

94 Hamilton Lucas reviewed the list of checks written in August.

95 **Livengood Moved, Gelb Seconded, Passed Unanimously a motion to approve checks #**  
96 **8059-8108 in the amount of \$ 355,955.06 for the month of August 2004.**

97 The budget tracking report was distributed for Board review. 37% of the total budget remains,  
98 with 33% of the year remaining. Hamilton Lucas noted that the yearly insurance premium had  
99 been billed and paid during August and that it was \$1,500 higher than budget for several reasons-  
100 a “hard” insurance market driving up premiums, and a greater number of employee hours  
101 worked at the District, hours being one of the factors used to calculate insurance premiums.

102 The Board reviewed total equity and restricted fund balances.

103 **Lindemulder Moved, Livengood Seconded, and Passed Unanimously a motion to accept the**  
104 **August Finance Report as presented.**

105 Prinsen reported on progress he is making on gaining statewide Conservation District approval  
106 on potentially raising the assessment limits in RCW 89.08 to \$10 per parcel per year.

107 There is a conference call with Ray Ledgerwood tomorrow regarding the District’s Long Range  
108 Strategic Plan. Discussion ensued regarding scheduling and it was decided to meet with  
109 Ledgerwood and Mark Clark from the Washington Conservation Commission from 3-5 PM on  
110 October 13<sup>th</sup> (the same day as the next Board Meeting).

111 Clare Flanagan gave the NRCS report. The phone numbers for the entire NRCS/KCD office will  
112 be changing as NRCS is switching service providers. It is not known yet if the extensions will be  
113 changing as well.

114 There are three watersheds being evaluated for the CSP program. 9,429 acres of APD land in  
115 King County is in the Puyallup watershed, containing 11 Dairies and 80 CD small farm  
116 cooperators.

117 The EQIP Local Working Group has met and was to meet again but the meeting was cancelled.  
118 Project ranking sheets were distributed to the group and it appears that the new ranking criteria  
119 give an advantage to forestry applicants as compared to prior years rankings.

120 **Wallace Moved, Lindemulder Seconded, Passed a motion to adjourn at 9:35 pm.**

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123 \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_ Date

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**Summary of Motions**

127 Wallace moved, Livengood seconded, Passed Unanimously a motion to approve the  
128 minutes as read from the August 2004 King Conservation District Board of Supervisors  
129 meeting.

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131 read from the August 23, 2004 Special Session of the KCD Board of Supervisors.

132 Gelb Moved, Wallace, Passed a motion to amend the *City of Burien Branson Property*  
133 *Acquisition Project* grant agreement, canceling the project and approving return of the  
134 grant funds in the amount of \$100,000.

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136 competitive grant application for \$130,000 (\$83,600 from 2000 Assessments allocated to  
137 Green-Duwamish Forum, \$16,400 from 2000 Assessments allocated to CPS Forum, and  
138 \$30,000 from 1994-1999 Assessment allocated to the City of Burien) for the *Eagle Landing*  
139 *Park Interpretation and Reforestation Project.*

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164 **of the District.**

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169 **The meeting was adjourned at 10:15 pm.**