

**KING CONSERVATION DISTRICT**

Advisory Committee Meeting

**September 13, 2022**

**10:00 AM to 11:00 PM- via Teleconference Only Zoom**

**Link: <https://us06web.zoom.us/j/81289961375>**

**Call In Number: (253) 215-8782**

**Meeting ID: 812 8996 1375**

Meeting Agenda

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Call to Order

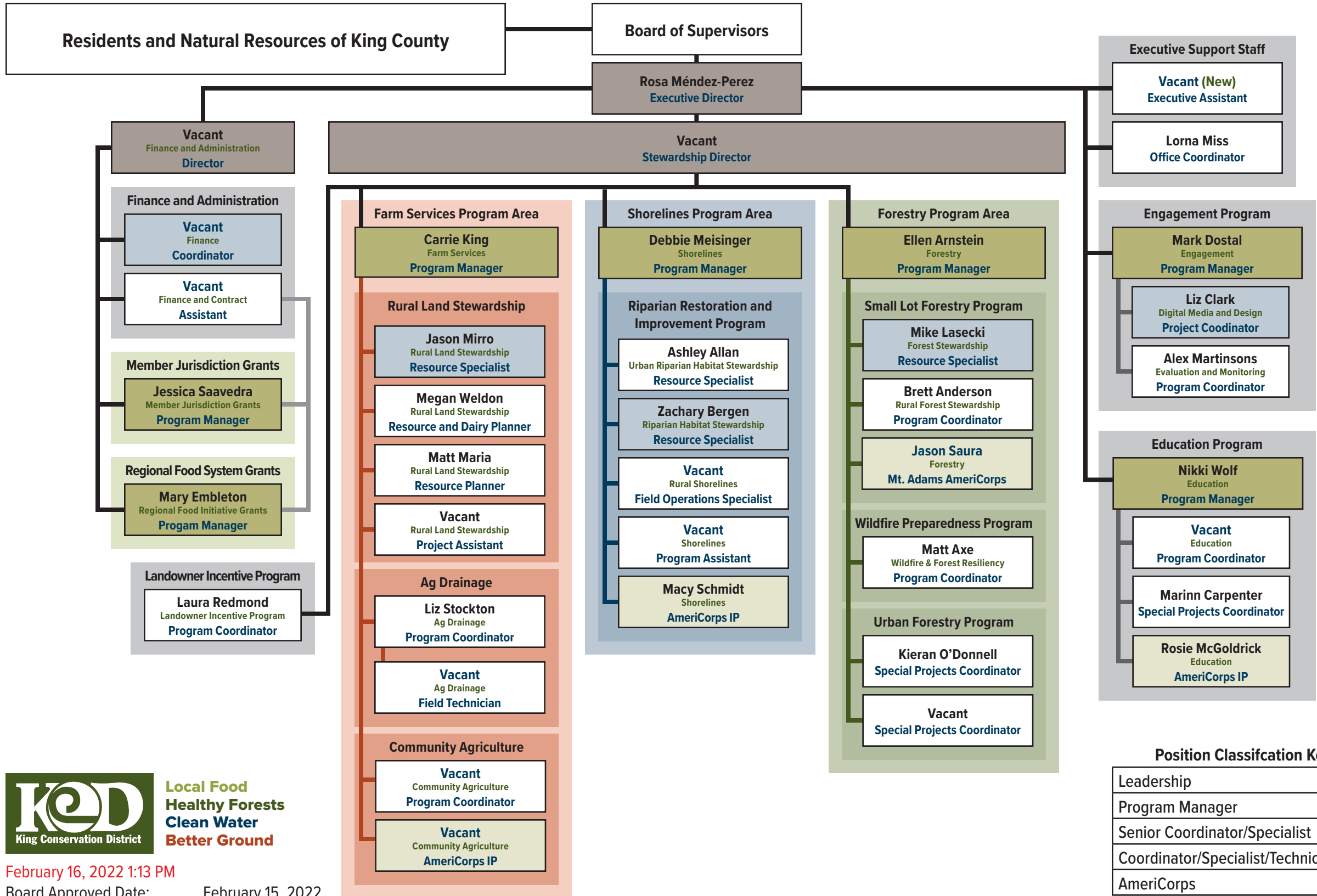
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|---|----------------------------|
| <b>1. Welcome and Introductions – Chair Fincher</b>                                 | <b>10:00 AM – 10:05 AM</b> |
| <b>2. Public Comment</b>  | <b>10:05 AM – 10:10 AM</b> |
| <b>3. Strategic Planning Workshop– Tevin Medley (Athena Group)<br/>(Discussion)</b> | <b>10:10 AM – 11:00 AM</b> |
| <b>4. Adjourn</b>   | <b>11:00 AM</b>            |

**\* Next Meeting: October 11th, 2022, 10:00 AM – 12:00 PM**

**King Conservation District  
Advisory Committee (with emails)**  
(as of April 1, 2022)

Seat	Member	Alternate
<b>KCD</b>	Kirstin Haugen kirstin.haugen@Kingcd.org	Chris Porter chris.porter@Kingcd.org
<b>King County Executive</b>	Dow Constantine	Mike Lufkin, Vice-Chair michael.lufkin@kingcounty.gov
<b>King County Council</b>	Jake Tracy JTracy@kingcounty.gov	None
<b>Equity &amp; Social Justice (KC)</b>	Vacant	Vacant
<b>City of Seattle</b>	Sharon Lerman sharon.lerman@seattle.gov	Vacant
<b>City of Bellevue</b>	John Stokes jstokes@bellevuewa.gov	Vacant
<b>SCA</b>	Brenda Fincher, Chair – Kent bfincher@kentwa.gov	Kelli Curtis – Kirkland kcurtis@kirklandwa.gov
<b>SCA</b>	Victoria Hunt – Issaquah victoriah@issaquahwa.gov	Valerie O’Halloran - Renton vohalloran@rentonwa.gov
<b>SCA</b>	Vanessa Kritzer - Redmond vkritzer@redmond.gov	Cara Christensen - Snoqualmie cchristensen@snoqualmiewa.gov
<b>KC Rural Forest Commission</b>	Jeff Boyce <a href="mailto:ForestComm8@kingcounty.gov">ForestComm8@kingcounty.gov</a>	Mari Knutsen <a href="mailto:ForestComm2@kingcounty.gov">ForestComm2@kingcounty.gov</a>
<b>KC Agriculture Commission</b>	Paul Pink agcomm2@kingcounty.gov	Lily Gottlieb-McHale agcomm1@kingcounty.gov lily.gm@pccfarmlandtrust.org
<b>Environmental NGO</b>	Heather Trim heather@zerowastewashington.org	Vacant
<b>Rural Resident</b>	Howard Langeveld hlangeveld@comcast.net	Vacant
<b>Urban Resident</b>	Sarah Reyneveld <a href="mailto:sarahreyneveld@gmail.com">sarahreyneveld@gmail.com</a>	Tahmina Martelly tmartelly@wr.org

# Organizational Structure Chart



February 16, 2022 1:13 PM  
Board Approved Date: \_\_\_\_\_ February 15, 2022

Leadership	
Program Manager	
Senior Coordinator/Specialist	
Coordinator/Specialist/Technician	
AmeriCorps	

## Advisory Committee – 2022 Priorities – Working Document

This list compiles feedback received at the February Advisory Committee meeting. Items have been sorted into categories (Immediately Actionable, AC Suggested Priorities, SCA Suggested Priorities, KCD Suggested Priorities) with notes on how we might address the priority based on an initial, internal discussion (Immediately Actionable, Strategic Plan Conversation, Presentation, AC Feedback, Potential Work Group, etc.).

### Immediately Actionable

1. Financials and reporting and transparency
  - a. Present 2021 financials to AC and receive feedback
  - b. Schedule of Financial Reporting
2. Organizational
  - a. Better understanding of KCD's priorities for 2022
  - b. How does AC work fit and nest within KCD's strategic plan and vision
3. Performance measures, outcomes tracking
  - a. Presentation by Evaluation Coordinator Alex Martinsons at April Meeting
  - b. AC Feedback

### Advisory Committee Suggested Priorities

1. Renters/Equity - **Strategic Plan Conversation.**
2. Food insecurity - **Strategic Plan Conversation.**
3. Programs impact on addressing and mitigating climate change - **Strategic plan conversation.**
4. Road runoff - **Strategic plan conversation.**
5. Legislative work - **KCD Board guidance for KCD**

### SCA Additions/Clarifications (received in email):

1. Financials/reporting and transparency
  - a. **KCD will present a reporting schedule to AC**
2. Performance measures, outcomes tracking
  - a. **April meeting presentation**
  - b. **AC feedback**
3. Structure around topics for consideration of committee, planning around important system timing issues, such as reporting about fish habitat restoration work when we have salmon recovery/ fish return data to look to
  - a. **KCD is developing a schedule for topics this will be refined throughout 2022.**
4. Improved tracking and status of grants, reporting from grant subcommittee
  - a. **KCD is developing a schedule for topics**

- b. **Is this an ongoing report out?**
- 5. Planning on deep dives of interest to jurisdictions: Issaquah's example is wildfire preparedness, Kirkland example is shoreline
  - a. **KCD is developing a schedule for topics.**
- 6. Equity (in particular how to serve renters)
  - a. **Strategic plan conversation.**
- 7. Communications - How to raise the profile and raise awareness of KCD in our communities.
  - a. **Presentation Schedule for April or June meeting.**
  - b. **AC Feedback**

### KCD Identified Priorities

- 1) KCD Strategic Plan and next ILA
- 2) Equity and Diversity
- 3) MJ Grants Review
- 4) Elections

### 2022 KCD Advisory Committee Calendar Draft

Advisory Committee Meeting	Staff Presentations	Seasons (for aligning presentations and priorities)	Other Agenda Items
Feb 8, 2022	Landowner Incentive Program		Year End Financials Current Year Budget
Apr 12, 2022	Riparian Evaluation		Q1 Financials Annual Report Draft
Jun 14, 2022	Forestry Regional Food KCD Overview Communications	Urban Forestry projects letters of interest Wildfire Season Regional Food RFP Jun 1-July 1 KCC Presentation Rate Renewal Process Start	Rate Renewal Process Outline Strategic Planning
Aug 9, 2022	Elections	Salmon Season	Q2 Financials
Oct 11, 2022	Farm	KCD Elections Resolution	
Dec 13, 2022	Community Ag MJ Grants		Q3 Financials

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**KING CONSERVATION DISTRICT  
ADVISORY COMMITTEE MEETING**

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**TO:** ADVISORY COMMITTEE

**FROM:** ROSA MENDEZ-PEREZ

**SUBJECT:** EXECUTIVE DIRECTOR REPORT

**DATE:** AUGUST 9<sup>TH</sup>, 2022

**CC:** LORNA MISS

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Please find below highlights of King Conservation District's June and July actions and updates.

- Annual Report and Presentation

KCD submitted our annual report on July 12<sup>th</sup> (<https://kingcd.org/2022/07/12/kcd-2021-annual-report/>) and presented to the King County Council Local Services committee on July 26<sup>th</sup> (<https://vimeo.com/732622820#t=21m30s>).

- Hiring
  - We welcomed Miranda Smith as our new Community Agriculture Program Coordinator and our new Senior Director of Stewardship Programs, Matt Mega, began on August 2<sup>nd</sup>.
  - We closed the job posting for Chief Administrative Officer after receiving many applications. We are proceeding with selecting candidates for interviews.
- Finance and Administration
  - Classification and Compensation Study – Compensation Connections provided job match information. These are descriptions of job functions they are using as comparisons for the study. The next deliverable is recommendations on our compensation and classification structure.
  - Strategic Planning: Diversity, Equity, and Inclusion – Staff, board, and advisory committee members received an anonymous survey with responses requested by August 2<sup>nd</sup>. The completed surveys will help us plan the focus of workshops and trainings.
- Program Updates
  - KCD's Member Jurisdiction Grant Program has awarded 26 grants to date, totaling \$1,265,545. Projects are located in 13 different jurisdictions, including

Auburn, Bellevue, Burien, Des Moines, Kent, unincorporated King County, Kirkland, Normandy Park, Renton, SeaTac, Seattle and Tukwila. Types of projects funded include environmental education in south King County schools, paid environmental internships for youth, shoreline restoration, community garden development and food box distribution to communities in need.

- Project season is picking up – the LIP Review Committee recommended approximately \$190,000 for 13 different projects cross programs at the June meeting.
- The Engagement Program has been busy in July getting the 2021 Annual Report wrapped up and published, prepping for the successful annual presentation to King County Council, and supporting implementation programs. KCD tabled at the King County Fair from July 14-17 for the first time since 2019. Tabling at the King County Fair has historically produced hundreds of direct conversations with community members and potential cooperators. In August, Engagement will be pivoting to planning for Orca Recovery Day, Elections, and the 2023 Native Plant Sale.
- In August, landowners from the rural forestry program will be hosting two forest tours to promote KCD’s technical and financial assistance programs. The first tour will be August 20 in Maple Valley. And the second will be part of WSU’s Vashon Forest Field Day on August 27.
- Outreach for the Trees for Rail program in Shoreline and tree giveaways in Kenmore and Kirkland are in full swing including translation of all materials into Spanish and Chinese.
- KCD Education Team has been busy planning our August stewardship tours, transitioning between AmeriCorps placements, gearing up for fall school outreach, and hiring the new Education Program Coordinator. There are three peer-to-peer tours scheduled for shoreline and forestry projects over the next three weeks. Support from the Engagement Team has increased registration numbers, and the August 20th forestry tour is already sold out. We have selected the new Education AmeriCorps placement that will start in September and are interviewing candidates for the Education Program Coordinator position this week. The Education Program Manager position has been opened internally and will be posted externally this weekend. We look forward to the new Education Team starting this fall!
- Our Urban Shorelines Program is planning to host a ‘twilight tour’ scheduled for the evening of August 11 on Longfellow Creek in West Seattle for homeowners living on streams, lakes and wetlands to tour a streamside buffer restoration project and learn techniques for managing weeds, selecting the right plants, and providing beneficial wildlife habitat.
- One of KCD’s oldest and largest CREP projects, on the Snoqualmie River, came to the end of its 15 year contract and we were delighted to assist the landowner through the reenrollment process with the Federal Government for an additional 15 year contract. It will be exciting to see the habitat gains through this next contract period. Wildlife cameras and field sightings have shown a very large

black bear has taken up residence on the site!

- The Shore Friendly King County Program has selected contracted Engineers and Geologists to perform technical site assessments on 11 marine shoreline parcels in Seattle and Vashon Island to determine if bulkhead removal and shoreline restoration projects or soft shore armoring alternatives are feasible. Upon completion of their assessment, the Shore Friendly Team will select which projects are most likely to meet the intention of the Shore Friendly Program by restoring coastal processes in Central Puget Sound and move these projects into the conceptual design phase.
- Riparian Habitat Project maintenance and monitoring season is wrapping up with all sites that are in their 3<sup>rd</sup> and 5<sup>th</sup> growing seasons (about 40 sites) being evaluated for native plant survivorship and percent cover as well as percent cover of invasives. All of this data will be analyzed, summarized and used to inform adaptive management activities to ensure project success into the future.
- We are happy to report that we received 27 grant applications in the KCD online grant portal for the Regional Food System Grant Program. The total amount requested is \$1,037,000 with matching funds reported at \$1,180,000. The program has set aside \$300,000 for the competitive grant round. The Regional Food System Working Group of the Advisory Committee is currently reviewing and scoring applications in the portal and will meet to make their final recommendations to the Board on August 25th. Recommended applications will then go to grant subcommittee for review on September 26th and to the full Board on October 10th for final review and approval.

Thank you,

Rosa Méndez-Perez



**King Conservation District**  
**DRAFT - Net Asset Roll Forward - Modified Cash Basis - DRAFT**

*\*There will be a tab detailing each funding line item in final report.\**

	12/31/2020	12/31/2021		Notes
	Beginning Balance	Change in Net Assets	Ending Balance	
Undesignated (Plant Sale & Interest)	390,016	133,250	523,266	<i>Plant Sale Revenue and Interest Income</i>
Contingency Reserve	1,883,803	-	1,883,803	<i>Board Designated</i>
Election Reserve	512,000	(267,448)	244,552	<i>Board Designated - with release in 2021.</i>
All Other Reserve	727,123	(61,053)	666,070	<i>TBD</i>
<b>UNRESTRICTED</b>	<b>3,512,942</b>	<b>(195,251)</b>	<b>3,317,691</b>	
ILA Program Funds	638,480	2,543,554	3,182,034	<i>Elections, Rural Land, Ag Drainage, Community Ag, Riparian Improvement &amp; Stewardship, Wildfire Preparedness, Urban &amp; Small Lot Forest</i>
ILA Member Jurisdiction	3,630,288	(988,207)	2,642,081	
ILA Landowner Incentive Program	1,318,470	(191,021)	1,127,449	
ILA Regional Food	2,304,977	(588,794)	1,716,183	
Working Lands	601,661	(202,454)	399,207	<i>Hammond Funds - AKA R90, R91, R92, R93, R94</i>
Sound Transit	257,057	69,968	327,025	<i>Paid In Advance</i>
<b>WITH FUNDER RESTRICTIONS</b>	<b>8,750,932</b>	<b>643,047</b>	<b>9,393,979</b>	
<b>TOTAL CASH</b>	<b>12,263,875</b>	<b>447,795</b>	<b>12,711,670</b>	
<b>NON CASH ITEMS</b>	<b>(161,118)</b>	<b>(9,926)</b>	<b>(171,044)</b>	
<b>TOTAL NET ASSETS</b>	<b>12,102,757</b>	<b>437,869</b>	<b>12,540,626</b>	