

# KING COUNTY AGRICULTURE COMMISSION

## MEETING NOTICE

THURSDAY, APRIL 11, 2019

3:00-6:00 P.M.

PRESTON COMMUNITY CENTER

### PROPOSED MEETING AGENDA

(AGENDA ITEM TIMES ARE TENTATIVE)

3:00	<b>Call to Order</b> <ul style="list-style-type: none"><li>Welcome and Introductions</li><li>Approval of Agenda</li><li>Approval of Minutes (March)</li></ul>	Meredith Molli, Chair
3:05	<b>Old Business - Updates</b> (approx. 3 min each) <ul style="list-style-type: none"><li>Commission Details – forms needed</li><li>KC Ag Program</li><li>Land Conservation Initiative</li><li>Local Food Initiative</li><li>King Conservation District</li><li>Farm Bureau</li><li>Farm, Fish Flood</li></ul>	<ul style="list-style-type: none"><li>Patrice Barrentine</li><li>Richard Martin</li><li>Leann Krainick</li><li>Mike Lufkin</li><li>Josh Monaghan</li><li>Bruce Elliott, Rosella Mosby</li><li>Meredith Molli, Richard Martin</li></ul>
3:25	<b>Public Comment</b> related to a specific agenda item <i>3 minutes/person</i>	Meredith Molli
3:35	<b>Sammamish APD Mitigation</b> <ul style="list-style-type: none"><li>Background</li><li>Feedback</li></ul>	Ivan Miller, Comprehensive Plan Manager, KC Executive's Office
4:05	<b>Farm Practices Illustrated</b> <ul style="list-style-type: none"><li>Feedback</li></ul>	Eric Beach, Regulatory/Permitting Specialist, KC WLRD
4:25	<b>Break</b>	
4:40	<b>Fish Passage Restoration Program</b> <ul style="list-style-type: none"><li>What the work is and why</li><li>How to share the information</li></ul>	Evan Lewis, Fish Passage Barrier Removal Project Coordinator, KC WLRD
5:00	<b>Winery Code Amendment</b> <ul style="list-style-type: none"><li>Review draft letter from committee</li><li>Motion</li><li>Vote</li></ul>	Meredith Molli, Winery Code Committee
5:20	<b>Policies and Procedures</b> <ul style="list-style-type: none"><li>Proposal</li><li>Discussion</li><li>Motion/Vote</li></ul>	Meredith Molli
5:45	<b>General Public Comment</b> <i>3 minutes/person</i>	Meredith Molli
5:55	<b>Concerns of Commissioners</b>	Meredith Molli
6:00	<b>Adjourn</b>	Meredith Molli

**Next Meeting : May 9, 3-6pm, Preston Community Center, Preston**



**King County**  
**Water and Land Resources Division**  
 Department of Natural Resources and Parks  
 King Street Center  
 201 South Jackson Street, Suite 600  
 Seattle, WA 98104-3855  
**206-477-4800** Fax 206-296-0192  
 TTY Relay: 711

**King County Agriculture Commission**  
**DRAFT Meeting Minutes**  
**Thursday, March 14<sup>th</sup>, 2019 – 3:00 pm to 6:00 pm**  
**Sammamish Valley Grange, Woodinville**

<b>Commissioners</b>	<b>P</b>	<b>A</b>	<b>Commissioners</b>	<b>P</b>	<b>A</b>	<b>Ex Officio</b>	<b>P</b>	<b>A</b>
Meredith Molli, Chair	X		Amy Holmes		X	Fereshteh Dehkordi, DPER	X	
Leigh Newman-Bell, Vice-Chair	X		Nayab Khan		X	Becky Elias, SKCPH		X
Roger Calhoon	X		Leann Krainick	X		Josh Monaghan, KCD	X	
Sarah Collier	X		Darron Marzolf	X		Kevin Wright, WSU	X	
Bruce Elliott	X		Rosella Mosby		X			
Year Eng	X		Paul Pink		X			
Lily Gottlieb-McHale	X		Kevin Scott-Vanderberge	X				

*P=Present; A=Absent*

<b>County Staff/Representatives Present</b>		
Patrice Barrentine, DNRP	Richard Martin, DNRP	Megan Moore, DNRP

<b>Guests Present</b>		
Andrew C. Ely, Viva Farms	Barbara Lowe, Viva Farms	Libby Reed, Sno Valley Tilth
Serena Glover, Friends of Sammamish Valley	Liesl McWhorter, 21 Acres	Brenda Vanderloop, SVA
Emily Hoffman (?), FoSV	Vanda Minea, Sammamish Grange	Gwen Vernon, KCD
Barbara Kelson, Apple Farm Village	Tom Quigley, Sammamish Grange & Sammamish Valley Alliance	

**Meeting Action Summary**

- **Approval of January 10, 2019 Meeting Minutes - Action**
- **Commission, County, and Organizational Updates**
- **Winery Code Amendment - Action**
- **Updates: Agriculture Code Changes; Policies and Procedures**
- **Commission Planning for 2019**

**Meeting called to order at 3:08 pm**

**Approval of Meeting Agenda (ACTION)**

Leann Krainick asked to add a Local Food Initiative (LFI) update after the Land Conservation Initiative (LCI) update. Darron Marzolf motioned to approve the agenda as amended; Ms. Krainick seconded. It carried unanimously.

**Approval of Prior Meeting Minutes (January 10, 2019) (ACTION)**

Sarah Collier confirmed she seconded a motion whose credit was listed as uncertain in the minutes. Leann Krainick confirmed attribution of another uncertainly-interpreted comment to Amy Holmes. Bruce Elliott motioned to accept the minutes as amended. Ms. Collier seconded the motion, which carried with unanimous approval.

**Old Business – Updates**

- **Commission Details (Patrice Barrentine):**
  - Lora Liegel has resigned from the Commission, leaving one open seat. Recruitment for this opening will be rolled to address during the annual new Commissioner recruitment process, open until May.
  - Commissioners’ annual financial disclosure forms are due to Ms. Barrentine or Rick Ybarra by April 14.

- **King County Agriculture Program (Richard Martin):**
  - Mr. Martin invited any interested parties to join the Land Committee.
  - On March 1 the County closed on the 70-acre former Byers property near Carnation. The property is now leased by Sno Valley Tilth and the County's goal is keep SVT on the land; long-term disposition of the property is still being determined. The arrangement with SVT is fulfillment of a second Memorandum of Understanding from the Tall Chief land controversy, in which the County agreed to help SVT and Tilth Alliance advance farmer training in the Snoqualmie Valley.
  - An opening to fill Bee Cha's former position closed last Sunday, and a selection is expected by April. There is funding to support the position, a farm manager/immigrant farmer outreach coordinator, for at least two years.
  - King County Council (KCC) has asked the Executive to consider a change to the County's comprehensive plan. The proposal involves policy on public infrastructure within/adjacent to APDs, and identifying potential "offsite mitigation strategies," such as paying into an in-lieu fee mitigation bank, for removing land from an APD. The current comp plan does not allow APD land removal without equal land being provided in return. This new proposal stems from the city of Woodinville taking Sammamish APD land to build a traffic roundabout, which has not been compensated for. KCC is seeking broader policy on how to respond to public works projects within APDs. Ivan Miller with the Executive's office will present on the scope of this proposal at April's Commission meeting. The two comp plan sections addressing this are R655 and R656. Mr. Martin said no Commission letter is needed yet, but Commission feedback, due April 22, is urgently sought to inform the Executive's position.
- **Land Conservation Initiative (Leann Krainick):**
  - Ms. Krainick relayed an email from Darren Greve, one of the LCI group leads. It states the current Parks levy expires at the end of 2019 and will be on the fall election ballot. Ms. Krainick's concern is there should be time placed on a Commission agenda soon for County staff to speak on how the levy impacts agriculture.
- **Local Food Initiative (Leann Krainick):**
  - The annual Kitchen Cabinet meeting is April 23 at Seattle's King Street Center. Mike Lufkin has encouraged anyone involved with agriculture to attend. There will be more details next Commission meeting.
- **King Conservation District (Josh Monaghan):**
  - KCD is in the final months of compiling its next five-year work plan, which they hope to submit to KCC for fall. KCD has been consulting farmers/stakeholders/partners for feedback on what KCD can do differently.
  - On the regional food grant program, KCD is shifting more investments into competitive projects focused in: working farmland access, consumer demand, coordinating farm technical assistance, and infrastructure.
  - KCD has partnered with Snoqualmie WID and the County, largely on Flood Control District (FCD) funds, on agricultural drainage efforts. KCD believes FCD should continue to fund this, though some of KCD's rate collection is to be invested as well.
  - Work will continue with city partners to support urban agriculture, and investing in one-on-one farm planning.
- **Farm Bureau (Bruce Elliott):**
  - Mr. Elliott said the Bureau lobbying team is busy at the state legislature, with agriculture interests being threatened from several different vantage points.
  - He encouraged Bureau members to look into the Bureau's scholarship program.
- **Farm Fish Flood 2.0 (Richard Martin):**
  - The buffers task force completed drafts of two white papers on buffer science and impacts to agriculture.
  - The regulatory task force is focusing on facilitating agriculture drainage, to understand needs to achieve a lasting efficient program. Eric Beach is navigating this and trying to gain support from regulatory agencies.
  - Patrice Barrentine is preparing to launch the agriculture strategic plan task force later this month. This group's work will be key to understanding needs to achieve long-term agricultural viability in the Snoqualmie Valley.
  - The next Implementation Oversight Committee (IOC) meeting is April 4 in Duvall; all are invited to attend. This meeting will introduce a quarterly report document to more widely disseminate work being done in FFF.

### Public Comment (Related to Specific Agenda Item)

- **Andrew Ely** spoke about Viva Farms. The non-profit began in Skagit County, incubating 20 small farms on 80 acres of land. They recently expanded work to the Sammamish Valley, on 10 acres with six incubating farms. A main goal is to support the LFI/local food economy in King County by empowering new and aspiring farmers in sustainable agriculture. Viva also runs the SAgE Collaborative, a college network with accredited programming for higher education students relevant to sustainable agriculture. He said any collaboration in terms of empowering current and future farmers is welcomed.

- **Vanda Minea** voiced concerns about KCC’s proposed changes to the County’s winery code. She said she liked some changes but opposed others. She also expressed a wish to do more about agricultural land being taken from APDs without public knowledge, such as the Woodinville roundabout. She appealed to the Commission to consider the Sammamish Valley’s centuries-long farming history in their decisions. She said more farmland is needed for growing food, not houses or streets, and agriculture contributes to local communities. She said citizens here can accept wineries, but their main opposition is to tasting rooms.
- **Tom Quigley** said he would defer to others present to comment on the winery ordinance, but wished to address the issue arising from Woodinville taking farmland by eminent domain. He said the County seemed to legitimize the City’s taking farmland for the roundabout. He opposed financial incentive for taking farmland from production, saying to allow this would mean it’s “over” for agriculture. He said since farmers have the City’s/County’s attention now, it should be made known that they wish to preserve the Zante farm. He suggested County funds from selling farmland go into a farmland trust to buy local farmland, and communities need to recognize value of farmland and acquire/hold it in perpetuity. He discouraged buying farmland to mitigate for public works projects.
- **Libby Reed** spoke on the work of SVT, a farmer-led organization supporting sustainable farmers in the Snoqualmie and Snohomish valleys. She said SVT is here today to support Sammamish Valley farmers and emphasize that loss of farmland is a critical issue, and that she is concerned for SVT’s area as well.
- **Liesl McWhorter** voiced concern the “eminent domain” issue in the Sammamish Valley will set irrevocable legal precedent for future decisions. She said 21 Acres officially supports the winery code amendment proposed by the Friends of the Sammamish Valley (FoSV) organization. She noted a problem of not having answers for new and prospective farmers seeking to buy farmland, as the eminent domain issue is evaporating available farmland here.
- **Serena Glover** spoke on behalf of FoSV, a non-profit organization to protect local farmland. She noted for the record she does have an “interest” in the winery industry. She said the winery ordinance is the “worst threat” ever to the Valley, and the version before KCC is worse than the Executive’s proposal. She said it allows urban-use commercial businesses in rural residential areas; i.e., remote tasting rooms and event centers. She reiterated an earlier public comment that their opposition is not to wineries, but to remote tasting rooms. She took specific issue with proposed demonstration project “overlay” areas, where tasting rooms would be allowed in rural areas without an attached winery, as well as “fake” home-based wineries that do not grow any source crop on-site. She said while Sammamish Valley is “ground zero” on this, it will impact countywide, as tasting rooms will look countywide for cheaper rural land instead of cities. She voiced concern about impacts to the ecosystem and farmland from infrastructure (roads, sewer hookups, etc.) added to rural areas to accommodate more tasting rooms. She stated the ordinance violates both the Growth Management Act (GMA) and the County comp plan. She does not believe County lawmakers are acting accountably in protecting farmland. She asked the Commission to consider these factors and strongly tell the County it needs to protect/preserve farmland, abide by the GMA, and keep bars in cities. She provided a handout of FoSV’s amended version of the current proposed ordinance, which she said protects farmland while supporting the wine tourism industry. She asked anyone interested to reach out to FoSV’s website for more information.
- **Brenda Vanderloop** emphasized the importance of education and farming/access to farming. She believes there is a discrepancy in the County’s efforts, in that it has farmland preservation programs but seems to be acting against those efforts. If new/potential farmers can’t access farmland, then farming is a lost cause for future generations.

### **Winery Code Amendment Action – Meredith Molli; Winery Code Committee (ACTION)**

Patrice Barrentine recapped a history of the County winery ordinance and Commission involvement. The Commission worked with Executive office staff to formulate the Executive’s original proposal. November saw a different striker amendment from KCC Local Services Committee chair Kathy Lambert added to this proposal. However, the Local Services Committee passed the striker to full KCC this Monday. A new striker by Councilmembers Lambert and Balducci also passed Monday. Ms. Barrentine handed out a draft letter from the Commission winery committee, which comments on the November 30 striker. She said the Commission could comment on the newer striker later.

Ms. Molli said two winery committee meetings were held between January and now, at which the draft letter, originally from 2017, was rewritten. She asked for feedback on the draft. Ms. Barrentine added there are five “bullet” points of main concern from the winery committee in the draft, and encouraged particular review of these. These concerns involve: (1) 60% minimum on-site product content; (2) parking/impacts to farm traffic; (3) number of special events; (4) water/sewer; and (5) enforcement.

Roger Calhoon asked if addressing the November striker is still relevant now. Ms. Molli replied the bullet-list concerns are the same for the November striker and the March 8 one. Ms. Barrentine said KCC is seeking the Commission’s input before they proceed. Mr. Calhoon suggested amending this draft to clarify this would not be the Commission’s

final word on the issue, as they have not had a chance to review the new information. Ms. Molli agreed this was fair. Leann Krainick believed the Commission not sending a response would be a mistake and could be misconstrued as them not being concerned. She agreed the concerns from the prior striker are still relevant in the March one, and also agreed with Mr. Calhoon a letter should be sent now stipulating that an updated recommendation is forthcoming. Josh Monaghan suggested the new language in the letter should frame the Commission's current situation, and asked if the Commission is sure these five main concerns are the ones they want to address. Sarah Collier said she would support adding such framing language.

There was some discussion on the concern of vehicle parking as a simplified proxy for traffic concerns, such as more vehicles leading to more congestion, and more impervious surface (roadways/overflow parking) which can lead to flooding. There was also discussion on Lambert's striker revision indicating 24 special events per year would be allowed for a winery/tasting room, versus two events per month in the Executive's proposal. The chief concern here is that, while the two limits may seem similar, a 24-per-year allowance would result in a higher concentration of events in the busy summer farming season. Another line of discussion focused on clarifying the "water/sewer" concern. The Executive's proposal states each winery must be tied to an existing water system; Lambert's striker states new wells can be drilled for these establishments. The Commission does not support new wells, due to not enough irrigation water/water rights being available here; a domestic well is also not sufficient to support a large facility.

Ms. Krainick stated her take was that she supports the Executive's proposal, but would support changes to it if they benefit agriculture. Mr. Calhoon said there are things he doesn't like about the Executive's proposal, such as special district overlays, but he believes the Commission should focus on what it can affect, and let the rest go. Ms. Molli said she agreed somewhat with this.

Leigh Newman-Bell advised the Commission should focus more on the five main bullet-point concerns of the letter, so the Commission would be comfortable sending it. Richard Martin suggested the letter be more demonstrative in stating what the Commission wants, and perhaps there should be clarification about allowed activities in APDs vs. rural areas.

Ms. Krainick motioned to add a sentence to the draft letter, stating the Commission will further review the striker amendment updated 3/8 and will send additional comments before the full scheduled vote of KCC in May. Bruce Elliott seconded the motion. Ms. Collier suggested the Commission clearly reiterate its recommendation to retain the 60% minimum on-site product requirement. Ms. Molli added the letter should also simply state the Commission "opposes" converting APD farmland to wineries. Ms. Krainick and Mr. Elliott accepted these amendments, and the amended motion passed with a unanimous vote.

Ms. Krainick made a second motion, to send the letter to KCC as amended at this meeting. Darron Marzolf seconded the motion, which also passed with a unanimous vote.

**--BREAK--**

### **Agricultural Code Changes Update – Patrice Barrentine**

Ms. Barrentine reviewed the agriculture code amendments worked on by the Commission, adopted over a year ago. These included new and expanded definitions for: agriculture, agricultural products, agricultural activities (including drainage), and agriculture support services. It also added a streamlined agriculture permit process through an inter-departmental technical review committee, and consolidated all allowed agriculture activities under one category table.

Ms. Barrentine noted that many farmers are still unaware of these changes, and asked how the word on this new work might be spread. Bruce Elliott offered to take it to an upcoming Farm Bureau meeting. Leann Krainick recommended making the information available for download on the FarmKingCounty.org website. Meredith Molli asked if the information could be converted to a brochure, and include a link to the activities table. Ms. Barrentine agreed to take these suggestions and work on implementing them.

### **Policies and Procedures Update – Meredith Molli; Leigh Newman-Bell**

Ms. Molli briefly recapped the off-and-on process the Commission has undergone to update the current Policies and Procedures document. She said today, instead of reviewing the document line-by-line, the Commission should focus on non-controversial updates and remove any obsolete/redundant references, then close out this process next meeting. Patrice Barrentine can email out the other versions of the document, and track Commissioners' comments, if needed.

Ms. Molli strongly advised Commissioners to make time in their schedules to review this. She asked Commissioners to get their feedback to Ms. Barrentine, by two weeks ahead of the next Commission meeting, so Ms. Molli and Ms. Newman-Bell can incorporate it into the updated document. Ms. Barrentine asked anyone needing further information to contact her, noting this document can be amended at any time with a 60% vote among Commissioners.

## Commission Planning for 2019 – Meredith Molli; Commissioners

Ms. Molli directed attention to a printed wall table with a proposed schedule of topics for the Commission to address in 2019, and asked for feedback. Patrice Barrentine logged all suggestions, noting the Commission generally has time to focus on one major issue, and perhaps two smaller updates, each meeting. Ms. Molli asked any further topic/schedule suggestions be brought to hers, Leigh Newman-Bell's, and Ms. Barrentine's attention. Ms. Newman-Bell said this process will be ongoing and Commissioners should speak up any time with any urgent issues.

Discussion turned to how to interface more with KCC members and staff. Ms. Molli said the Commission should highlight the agriculture occurring in each Councilmember's district, and encourage them to attend these meetings and discuss it. Several ideas on how to do so were voiced by Commissioners and staff, also logged by Ms. Barrentine.

Ms. Molli then reviewed membership of current Commission committees, stating new people need to be recruited and regular meeting dates need to be set. Ms. Newman-Bell said these meetings can also be done via conference calls. Ms. Barrentine made note of all new volunteering committee members and meeting date suggestions.

## Public Comment (General)

- **Barbara Lowe** addressed the Commission on hydrology concerns in the Sammamish Valley in relation to the winery ordinance, citing a Masters' degree in hydrology. Her chief concerns are a possible dramatic increase in impervious surface cover, and dewatering large areas for underground storage, if a large number of wineries come into the area. More impervious surface would mean more erosion, flash floods, and sediment in the river. Impervious surface can lead to lack of future groundwater storage, and also make surface water heated and toxic. Digging out large areas for underground storage can increase local landslide hazard. Dewatering large areas of land for this storage, she continued, would create a "cone" of depression and also affect the baseline hydrology of the whole valley. She said the County has not done an Environmental Impact Statement (EIS) on this situation, that environmental considerations are being put aside.

## Concerns of Commissioners

- **Leann Krainick** reported she and others in her area have been getting mail from a company called Re-Energetica, who are seeking to put 30 acres of solar panels on their farm fields in return for monetary compensation. She said this is not allowed in APDs, but could not say for certain if this also applies to rural areas. She voiced concern about this, and wondered if it is something the Commission should address.
- Ms. Krainick also spoke on a need to start recruiting new Commissioners, as it would be good to have each County district represented here. Patrice Barrentine said the Commission currently lacks representatives from districts 1 and 6. She agreed to return to the Commission with information about the available seats, as well as send out the recruitment materials to hand out to prospective applicants.

***Meeting Adjourned at 6:03 pm***

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## Next Meeting

April 11<sup>th</sup>, 2019, 3:00 – 6:00 pm, Preston Community Center (Preston)

# King County Agriculture Commission

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## 2019 Meeting Schedule

Date	Time	Area	Location
January 10	3-6pm	Issaquah	Issaquah City Hall
February 14	3-6pm	Preston	Preston Community Center
March 8	9:30-4 new commissioner orientation	Seattle	King Street Center
March 14	3-6pm	Woodinville	Sammamish Grange
April 11	3-6pm	Preston	Preston Community Center
May 9	3-6pm	Preston	Preston Community Center
June	off		
July 11	3-6pm	Preston	Preston Community Center
August	off		
September 12	3-6pm	Preston	Preston Community Center
October 10	3-6pm	Preston	Preston Community Center
November 14	3-6pm	Seattle	Pike Place Market Commons
December	off		

## Full Commission Meetings 2019

<b>Month</b>	<b>Location</b>	<b>Topic</b>	<b>Additional Topics</b>
<b>April</b>	Preston	Eric (20 mins)	Sammamish APD Mitigation Winery Letter Policies and Procedures Fish Passage
<b>May</b>	Preston	Immigrant Farmer Report (invite immigrant farmers) FM Mgr Presentations (30) CM (30 mins) KCD Direct Marketing Support Study	Parks Levy Info (4-H) Farm Tour Pollinators for Commercial Farming – Crown Bees Compost for Farms City of Seattle Food Access report
<b>July</b>	Preston	LFI	Beefing Up/Meat Processing
<b>September</b>	Preston	FPP	Flood/Rivers FEMA update Flood Insurance (Angela Donaldson)
<b>October</b>	Preston	Farm Fish Flood	
<b>November</b>	Pike Place	PPM Farmworker Housing	Septic Tank Rules and Solutions – Dave, SKCPH

## Committee Meetings 2-3pm

Month	Location	Land	Winery	Selection	FKC Website	Marketing, Promotion and Processing	Farm Tour	Executive	Main Meeting Topic
February 14	Preston		x					x	Winery Code Ag Code
March 14	Sammamish Grange	x	x					x	Policies and Procedures
April	Preston		x			x	x	x	
May	Preston	x		x				x	Immigrant Farmer Report FM Mgr Presentations
July	Preston	x		x				x	LFI Beefing Up
September	Preston	x						x	FPP
October	Preston				?			x	Farm Fish Flood
November	Pike Place/ Preston?	x						x	PPM Farmworker Housing

### Council Districts and Ag Sector

District	Council Member	Commissioner(s) in District	Ag facts to share about the district	Key Concerns in district re: ag sector	Other key notes
1	Dembowski	Lora (just resigned)			Roger: District Residents to Farms
2	Gossett	Year, Kevin S-V			Josh: KCD/CM background
3	Lambert	Darron, Nayab, Meredith, Roger			Richard: Farmland
4	Kohl-Welles	Sarah, Leigh	Distribution/Processing		Leann: cue this up for the Marketing committee in April
5	Upthegrove	Bruce			
6	Balducci	0			
7	von Reichbauer	Rosella			
8	McDermott	Amy			
9	Dunn	Lily, Paul, Leann			

## King County Agriculture Commission Policies and Procedures

### 1.0. SUBJECT TITLE: King County Agriculture Commission Policies and Procedures

- 1.1. Effective Date: Immediately following a majority vote of the King County Agriculture Commission.

### 2.0. PURPOSE:

- 2.1. DUTIES: The Purpose and Duties as defined by Enabling Ordinance #11417:  
*The Commission shall advise the council and executive on agricultural policies and programs, including, but not limited to:*

- A. Existing and proposed legislation and regulations affecting commercial agriculture;
- B. Land use issues as they impact agriculture; and,
- C. Ways to maintain, enhance, and promote agriculture and agricultural products in the region.
- D. Livestock regulation implementation and monitoring duties set forth in K.C.C. chapter 21A.30. (Ord. 14199 § 23, 2001; Ord. 11417 § 6, 1994)

- 2.2. The MISSION STATEMENT as developed by the King County Agriculture Commission is:  
*The King County Agriculture Commission, working with citizens, agricultural producers, and public officials shall actively influence regional policy to preserve and enhance agricultural land; support and promote a viable agricultural community; and educate the public about the benefits of local agricultural products.*

### 3.0. REFERENCES:

- 3.1. King County Ordinance 11417 establishes the King County Agriculture Commission purpose and provides guidelines for its powers, duties, operations and membership.
- 3.2. King County Code 2.98 (Rules) requires each County governmental agency to prepare a set of internal rules for its operation consistent with the spirit of the law contained in RCW 42.17 (Public Records) and in RCW 42.30 (Open Public Meetings).
- 3.3. King County Code 3.04 (employee Code of Ethics) deals with ethical behavior and conflict of interest of county officials and employees, including members of boards and commissions and private consultants.
- 3.4. Revised Code of Washington 42.17 (Public Records) requires public agencies to make available to the public their procedures, documents and indexes for inspection and copying.
- 3.5. Revised Code of Washington 42.30 (Open Public Meetings) requires that all meetings of the governing body of a public agency be open to the public with few exceptions. Staff liaison shall give legal public notice for all Commission meetings.

### 4.0. DEFINITIONS:

- 4.1. Agriculture: For the purpose of the Commission deliberations commercial agriculture shall be defined as those activities defined in the Revised Code of Washington (RCW) 7.48.310 and that meet the income criteria set forth in King County's Code (including Current Use Tax program (based on RCW 84.34), Farmers Market Receipts, or Schedule F.

### 5.0. POLICIES & PROCEDURES:

**Commented [PM1]:** The commission has agreed to keep the mission. In the interest of moving forward, I think we should not review the language in depth at this time.

**Commented [BP2]:** This was modified and may be discussed for inclusion

5.1. Commissioners:

5.1.1. The Commission shall consist of the fifteen residents of King County serving without compensation; following the initial staggering of the Commissioner's terms, appointments are for a three-year term.

5.1.2. Job Description:

- 5.1.2.1. Establish annual and long-term objectives
- 5.1.2.2. Work with staff on accomplishing annual goals and objectives of the Commission
- 5.1.2.3. Determine the committee structure to carry out policies and programs
- 5.1.2.4. Recommend removal of sitting Commissioners for cause to the Commission if needed
- 5.1.2.5. Attend meetings of the Commission, its committees and meetings of other organizations when appropriate
- 5.1.2.6. Conduct necessary research and analysis to assist committee and Commission deliberations and actions.
- 5.1.2.7. Present and interpret Commission policies, actions, programs and resources to the public, agricultural organizations, interested individuals, and elected officials.
- 5.1.2.8. Represent ag interests in policy work such as Farm, Fish, Flood, DNRP hiring, or other county committee work, etc.

Commented [PM3]: Remove, per the commission meeting in October

5.1.3. Reimbursement

- 5.1.3.1. Commissioners may be reimbursed for out of pocket expenses associated with Commission meetings by submitting a claim for expense form to the King County Water and Land Resources Division.
- 5.1.3.2. Eligible expenses are limited to parking, mileage, ferry expense and other meeting related expenses approved by the Staff liaison in advance.

Commented [BP4]: I'm checking with Rick Ybarra about this.

5.1.4. Orientation and Training Manual:

- 5.1.4.1. The Commissioner training and orientation manual should include the following information:
  - Ordinance 11417 creating the King County Agriculture Commission
  - County Organization Charts
  - Committee Job Descriptions
  - Commission Roster
  - Council District Map
  - Guide to applicable Programs for previous or current year
  - Claim for Expense form
  - Applicable Comprehensive Plan Policies and Maps of APD
  - KCC 21.A.04; 21A.08
  - Ordinance 4341, establishing Farmland Preservation Program (FPP) and copy of FPP deed restrictions.
  - Robert's Rules of Order

Commented [PM5]: If this is no longer relevant, the whole section should be removed.

Commented [LN6R5]: There was some discussion about leaving this in to increase the equity of membership in Ag Commission a year or more ago. I would like to leave it as an option if possible.

Commented [BP7]: I'm happy to include all of these things, but would like to ask what people would like

Commented [BP8]: Don't have jds, but could include committees and members

Commented [BP9]: Checking on this as mentioned above

Commented [PM10]: If you have confirmed all these items to be in the training manual, no change needed.

5.1.5. Commissioner Dismissal:

- 5.1.5.1. Absences from meetings should be reported to the Staff liaison in advance of the meeting from which a Commissioner will be absent.
- 5.1.5.2. If a Commissioner will be absent for three consecutive meetings, the Commissioner should contact the chair to explain the circumstances.

5.1.5.3. A Commissioner who has been absent for three consecutive meetings can be terminated after receiving a warning letter from the Staff liaison and the Chair.

5.1.6. Commissioner Reappointment:

5.1.6.1. Commissioners may reapply for a second term. Commissioners are limited to two terms.

5.1.6.2. Requests for reappointment shall be submitted in writing to the Chair by December 1 of last year of first term, for forwarding to the County Executive.

5.1.6.3. Requests for reappointment shall be considered based on the record of the Commissioner's previous term, including assessment of attendance and consistent participation; factors of geographic diversity and representation shall also be taken into account.

5.1.6.4. The Staff liaison will forward its recommendation to the County Executive, who has the ultimate responsibility for reappointment.

**Commented [BP11]:** Suggest: made to staff liaison in Q1 or Q2 before recruitment ends.

**Commented [BP12]:** Suggest: the Commission's

5.2. Operations:

5.2.1. Quorum: A quorum for the legal transaction of business shall consist of a majority of all members currently appointed and confirmed to serve on the Commission.

5.2.2. Amending the Policy and Procedures Guidelines:

This document may be amended with a 60% majority vote of the Commissioners present at an official commission meeting.

5.2.3. Official Actions

5.2.3.1. All official actions shall include, but are not limited to:

- Advising King County Council and King County Executive on matters pertaining to agriculture and agricultural lands.
- Devising strategies to promote agricultural products and educate the public about King County agriculture.
- Approval of RFPs for the implementation of the Farm and Forest Report and other Council approved projects.
- Acceptance of RFPs for implementation.

**Commented [BP13]:** Suggest: agriculture policy and programs (per ordinance)

**Commented [BP14]:** Suggest: deletion. I believe this relates to the grant program.

5.2.4. Agenda:

5.2.4.1. The Staff liaison shall prepare formal monthly meeting agendas for the full Commission in consultation with the Chair.

5.2.4.2. The Agenda is to be communicated to Commissioners prior to the regular monthly meeting.

**Commented [BP15]:** Suggest: Chair and Vice Chair

**Commented [PM16]:** The version from 10.11.18 actually states "Agenda is to be communicated to the commission 5 working days prior to the regular monthly meeting" and I believe we agreed to keep that.

**Commented [LN17R16]:** That's what I remember as well.

5.2.5. Conduct of Meetings:

5.2.5.1. Meetings shall be conducted according to Robert's Rules of Order.

5.2.5.2. At the discretion of the Chair, staff and visitors may address the Commission to participate in discussions. Depending upon the number of visitors wishing to speak, the Chair may limit the time for comment to a reasonable period, but not less than three minutes.

5.2.5.3. Special meetings of the Commission may be called with proper notice to the public and Commissioners three working days prior to a special meeting.

**Commented [PM18]:** It was recommended to keep this phrasing at 10.11.18 meeting

5.2.6. Public Participation:

**Commented [PM19]:** This phrasing was approved at 10.11.18 meeting.

- 5.2.6.1. Any person or organization wishing to make a formal presentation at a scheduled meeting of the Commission shall notify the Staff liaison in writing at least ten days prior to the time of the meeting.
- 5.2.6.2. The Commission or Staff liaison may waive the ten day notice period in the event the proposed presentation is of critical importance to the operation of the Commission.
- 5.2.6.3. Such notification shall contain the name of the person or organization desiring to make the presentation, the address and phone number of the person or organization and the topic to be presented or discussed.
- 5.2.6.4. Permission to make a presentation to the Commission shall be granted by the Staff liaison in consultation with the Chair, subject to time availability.
- 5.2.6.5. Confirmation of permission to make a presentation shall be made to the requester by the appropriate staff member prior to Commission meeting and shall include the date and time of the meeting, and the time for the formal presentation.

5.3.0 Officers

5.3.1. Elections and Terms:

- 5.3.1.1. Officers shall be elected from the entire Commission at its first regular meeting in June, or as necessary to fill unscheduled vacancies.
- 5.3.1.2. Officers of the Commission shall include a Chair and a Vice-Chair. The Recording Secretary shall be the Staff liaison.
- 5.3.1.3. Officers shall assume office in July and serve through the calendar year.

5.3.2. Nominations:

- 5.3.2.1. Nominating Committee shall consist of at least three Commissioners, and shall be staffed by the Staff liaison.
- 5.3.2.2. The Committee shall consist of at least three Commissioners, and shall be staffed by the Staff liaison.
- 5.3.2.3. The Committee shall seek nominations from all Commissioners.
- 5.3.2.4. The chair of the Committee shall be appointed by the Commission Chair.
- 5.3.2.5. The names of the nominees shall be announced at least one month prior to the election.
- 5.3.2.6. The Chair shall call for additional nominations from the floor upon announcement of the proposed slate of officers by the nominating committee.

5.3.3. Unscheduled Vacancies: In the event of an unscheduled vacancy in the roster of Commission officers, the Executive Committee shall nominate a Commissioner(s) to fill such vacancy(ies) for consideration of the full Commission.

5.3.4. Duties of Officers:

5.3.4.1. Chair:

- Shall preside at all meetings of the Commission, and at other special meetings, as appropriate. The chair is an ex-officio member of all committees.
- Shall vote to break a tie.
- Shall create and dismiss standing committees, with approval of the Commission.
- Shall appoint Commissioners to various committees, chairs, or tasks.

**Commented [PM20]:** It was recommended at 10.11.18 meeting to remove this whole section because request and confirmation of formal presentations can be managed by staff without these constraints.

**Commented [PM21]:** This was as far as we got reviewing the document in the 10.11.18 meeting. Further comments are my own, and are strictly meant for streamlining and updates for modern times.

**Commented [BP22]:** Suggest October

**Commented [PM23]:** This has taken place in December or January the last two times. Do we need to amend?

**Commented [BP24]:** Suggest: January

**Commented [PM25]:** Same.

**Commented [BP26]:** Delete: redundant to 5.3.2.1

**Commented [BP27]:** We have not had committee chairs recently

**Commented [PM28]:** I understand this section to be specifically about nomination of officers, not commissioners. If that is correct, perhaps the section should be deleted, or simplified to say something like "The current chair (or staff liaison?) shall seek nominations from all commissioners one month prior to the elections. The chair shall call for additional nominees from the floor before the motion to cast a vote." OR SOMETHING?

**Commented [PM29]:** ALSO: There is nothing in the document about nominations of just regular commissioners, not officers, and how they are appointed. Is that covered elsewhere?

**Commented [PM30]:** This perhaps should also include something that states the executive committee could alternatively choose to leave the seat empty until the time at which new commissioners are being sought for seats that will be coming empty.

**Commented [PM31]:** "Shall take nominations or requests from commissioners" or something like that, to serve on committees? We generally don't appoint anyone for anything.

- Shall be responsible for official Commission communications.

5.3.4.2. Vice Chair:

- Shall act on behalf of the Chair when necessary.

**Commented [BP32]:** Suggest: and participate in agenda planning with chair and staff liaison.

5.4. Committees:

5.3.1. The Commission shall have standing and ad hoc committees.

5.3.2. Committees may be appointed at the discretion of the Commission and the Chair.

**Commented [PM33]:** Same.

5.3.3. Executive Committee:

5.4.4.1. Membership. The Executive Committee shall be composed of officers of the Commission.

5.4.4.2. Powers. The Executive Committee shall act on behalf of the Commission when time constraints make it impossible for the full Commission to act.

5.4.4.3. Meetings. The Executive Committee shall meet as required to perform its duties.

5.4.4.4. Reports. The Executive Committee shall report as needed to the Commission and give full information on its proceedings, if any.

5.4.4.5. Responsibilities. The Executive Committee shall monitor work of the Commission with assistance of the Staff liaison. The Executive Committee shall be responsible to the Commission and reports to it.

**Commented [PM34]:** Was this a controversial line? I believe there may be times this is necessary, but we could have a better way to solve this problem.

**Commented [LN35R34]:** The word "shall" seems problematic. So maybe that can just be changed to "can act" or language that leaves that as an option.

Patrice: We have eliminated this and made all things go through the full commission in order to alleviate any power imbalances.

5.4.5. Additional Duties.

The Executive Committee shall:

- Maintain Commission focus on mission statements.
- Maintain Commission focus on goals and objectives.
- Communicate Commission priorities to the Staff liaison.
- Consider community input in setting priorities.
- Make recommendations consistent with existing policies, programs, laws and regulations.
- Review proposals falling outside regular committee guidelines.
- Prepare correspondence on advocacy issues.

**Commented [PM36]:** in conjunction or with the assistance of the staff liaison.

5.5. Standing Committees:

5.3.1. Membership: members of Standing Committees and their chairs shall be appointed by the Commission Chair.

**Commented [PM37]:** We need the sentence that says the chair takes nominations or requests, not appoints.

5.3.2. The committee vice-chair shall be elected by a majority of the members and serve in the absence of the chair at committee meetings.

**Commented [PM38]:** Delete. Its hard enough to expect committee chairs, let alone vice chairs.

5.3.3. Meetings shall be held as needed.

5.3.4. Each committee shall report monthly to the Commission and give full information on its proceedings.

**Commented [PM39]:** Perhaps this should say "as needed" or "directly following committee meetings?"

5.3.5. Each committee shall operate under policy guidelines adopted by the Commission. These guidelines shall be reviewed and approved annually by the Commission.

**Commented [PM40]:** Reviewed annually? Change to bi annually or ??

5.6. Agriculture Commission Code of Ethics

5.3.1. Necessity and Purpose:

**Commented [LN41R40]:** Agreed. Annually seems like overkill to me

- 5.7.1.1. Agriculture Commission members, panelists, and staff members are presumed to have an above-average knowledge of, interest in, and familiarity with agriculture and agricultural issues in King County.
- 5.7.1.2. Because this usually-deep involvement in agriculture may give rise to questions of conflict of interest and special considerations, the following code of ethics shall provide guidance in resolving such issues.
- 5.7.2. In addition to this specific Agriculture Commission Code of Ethics, commissioners and staff members shall be subject to King County Code 3.04, Employee Code of Ethics.
- 5.7.3. **Definitions:**
  - 5.7.3.1. "Affiliation," means the involvement of an individual or a member of that individual's immediate family with an organization as a director, officer, trustee, or employee; as a paid fund raiser or public relations officer, as an independent contractor paid by the organization in the year preceding the Commission's review of the organization's application; or as a major contributor to the organization's annual budget in the year preceding the Commission's review.
  - 5.7.3.2. "Immediate Family" means a spouse, unmarried partner, or minor child.
- 5.7.4. The Agriculture Commission shall keep on file records of all commissioners' past affiliations with organizations eligible for Commission support, and commissioners shall be responsible for keeping their own records current.
- 5.7.5. Affiliations shall be declared by Commissioners and panelists at the beginning of each meeting in which review of and voting on applications is to take place, a commissioner or panelist having a conflict of interest involving an applicant shall be required to leave the room during discussion of that applicant.
- 5.7.6. Commissioners or panelists and staff members shall not submit applications on behalf of organizations with which they are affiliated; nor shall they sign any document relating to a Commission grant to said organization.
- 5.7.7. Commissioners or panelists and staff members shall not attempt to provide special consideration for, or to influence the vote of fellow commissioners, or panelists on, applications or any other matter involving applicants with which they are affiliated.
- 5.7.8. Confidentiality of Records
  - 5.7.8.1. Commissioners shall file a written Statement of Financial Interest with the Board of Ethics within ten days of appointment or by April 15 of each year.
  - 5.7.8.2. Statement of Financial Interest shall be kept in confidence, to be disclosed only to any committee charged with ascertaining a breach of the Code of Ethics or to any authority having power of removal.
- 5.7.9. A Commissioner or a staff member shall not be eligible to apply for funding from the Commission for one year after the date of termination of duties; nor shall be eligible to participate in any Commissioner's or staff member's term of office.
- 5.7.10. Infractions of the foregoing policies shall be investigated and considered by the Executive Committee, which shall make recommendations to the Commission as to the removal of the violators from the panel.

**Commented [BP42]:** Agree. Suggest: removal. All ethics considerations are covered in KC policy already.

**Commented [PM43]:** It seems this section is mostly related to "applications" and conflicts that could arise related to that. Since we're no longer doing grant applications or funding of any kind, we could remove the section? Or update to remove any mention of applications? The part about affiliations could be useful if there is an issue up for discussion that someone may choose to not vote on that particular issue in certain circumstances?

5.7.11. Appeals may be filed to the Washington State Board of Appeals through the King County Board of Equalization, as provided for in KCC3.04.040.

Commented [PM44]: Same.

5.8. Media Relations:

5.8.1. Necessity and Purpose:

5.8.1.1. Because commissioners and staff members have public relations functions, both in representing Commission policies and programs to the public and also in gathering information and feedback from the public, they are expected to have a sound knowledge of the overall workings of the Commission.

5.8.1.2. When public media representatives ask commissioners or staff members for information and interviews, these guidelines shall provide help in formulating responses.

5.8.2. Each commissioner and staff member shall answer as fully and accurately as possible any questions regarding the established policies and programs of the Commission, the carrying on of Commission business which is a matter of public record, and any factual information on agricultural matter in general.

5.8.3. Any personal opinion which the commissioner or staff member feels it is appropriate to offer shall be identified as such and shall not be presented as the Commission policy.

5.8.4. No Commissioner or staff member shall make a unilateral commitment on behalf of the Commission.

5.8.5. "Off the record" commentary should be avoided.

5.8.6. No Commissioner or staff member shall make disparaging remarks about any individual or organization.

5.8.7. If the requested information is confidential, the commissioner or staff member shall explain to the media representative why the information cannot be discussed and shall decline to answer the question; or shall relay only the message on the subject which the Commission has agreed upon, explaining that the message is what the Commission has prepared as a statement.

5.8.8. Commissioners and staff members shall remain cordial and cooperative, even when under pressure, recognizing the importance of the freedom of the press and the interests of the public welfare.

5.8.9. In order that the Commission shall be informed of the extent and topics of media contacts concerning its business, commissioners and staff members shall report all media contacts and the substance thereof to the Chair and the Staff liaison respectively in a timely manner.

5.9. RFP Selection Panels

5.9.1. The Commission may use selection panels to advise on the Commission

Commented [PM45]: I think this section would be worthwhile to bring for some discussion. I think we are all in agreement that we are not to "speak for the commission" but I think there are times when being able to communicate a known or noncontroversial view / decision / etc, is good, and can be helpful. Thoughts?

Commented [BP46]: Suggest: deletion. All commission work is done through KC staff. However, if there were a project that the commission wants to make happen, commissioners would of course be included in reviewing applicants, just as commissioners are included in all KC Ag hirings.

Commented [PM47]: I think this could still be relevant, perhaps we need to know exactly what situations this could be relevant to.



**King County**  
**Agriculture Commission**  
**Water and Land Resources Division**  
**Department of Natural Resources and Parks**

**King Street Center**  
201 South Jackson Street, Suite 600  
Seattle, WA 98104-3855  
206.477-4800 Fax 206.296.0192

April 11, 2019

The Honorable Rod Dembowski  
Chair, King County Council  
516 Third Ave, Room 1200  
Seattle, WA 98104

Dear Councilmember Dembowski:

I am writing on behalf of the King County Agriculture Commission in regard to Proposed Ordinance 2018-0241, Winery/Brewery/Distillery (WBD) Regulations and the Conceptual Striking Amendment, Updated 3-8-19.

The commission is pleased with several changes from the 11-30-18 striker and has resolved many of its concerns regarding parking and events. While the APDs are now much better protected, the commission has **five** remaining concerns in the 3-8-19 striker regarding the APDs:

- Type of Permit: The Commission does not support WBD I (issue 17 in the APD table) in A zones especially as a residential accessory use.
- Product Content: The Commission fully supports the requirement to grow 60% of WBD II and WBD III products on site in the APDs. However, the commission does not support a WBD I in the APD (issue 24) being able to source ingredients off-site from the Puget Sound Counties.
- Production/Facility Location: The commission appreciates the delineation of what *processing* stages for WBD entails, but would like to see more or all five stages required – especially in the APDs.
- Parking: The commission does not support grandfathering for existing parking spaces.
- Setbacks: For WBD II and WBD III, the commission **does/does not** support CUP setback reduction to as little as 25 feet.

In addition, the commission has some concerns regarding the rural area where 40% of the county's agriculture sector occurs as well as a few comments regarding the overlays.

April 1, 2019

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- Type of Permit: The Commission does not support WBD I (issue 17 in the APD table) in RA zones as a residential accessory use.
- Tastings: The Commission does not support tastings/incidental sales for WBD I.
- Production/Facility Location: The commission would like to see more or all five stages required for WBD production/processing.
- Parking: The commission does not support grandfathering for existing parking spaces.

Regarding the overlay districts, the commission does not support reducing setbacks to 25 feet, even with a CUP.

- Overlays for WBD I, WBD II, and WBD III

Thank you for the opportunity to advise council on this important ordinance and striker.

Sincerely,



Meredith Molli, Chair  
King County Agriculture Commission

cc: King County Councilmembers  
Dow Constantine, County Executive  
Christie True, Director, King County Department of Natural Resources and Parks (DNRP)  
Josh Baldi, Division Director, Water and Land Resources Division (WLRD), DNRP  
Mike Murphy, Interim Assistant Division Director, WLRD, DNRP  
Richard Martin, Manager, AFI, WLRD, DNRP  
Patrice Barrentine, Staff Liaison, Agriculture Commission, WLRD, DNRP