

**Skagit County Conservation Futures Program Advisory Committee  
(CFAC)**

**Meeting Minutes**  
Tuesday, May 11, 2010

SKAGIT COUNTY  
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**Members in attendance:**

Carolyn Kelly, Chair  
Andrea Xaver  
Alan Merritt

Scott DeGraw

**Staff in attendance:**

Kendra Smith, Skagit County  
Linda Christensen, Skagit County Planning  
Gary Christensen, Skagit County Planning

**Open:**

The meeting was called to order 7:15 a.m.  
Allen Merritt announced he needed to leave at 9:30 a.m.

**Meeting Minutes Approval for April 2010**

Carolyn Kelly asked that a return receipt via Outlook be taken when sending out the minutes. Sending PDF and Word version would also be helpful.

There was a motion by Andrea Xaver to approve the April 13, 2010 meeting minutes, seconded by Alan Merritt. The minutes were approved with the following corrections:

1. Andrea Xaver recommended that the word signage on page 2 be replaced with the word sign.
2. Scott McGraw recommended a change to page 3 under Pending Property Discussion. ...over the next three years should be over the next three to five years.
3. Alan Merritt asked that his first name be corrected from Allen to Alan.

**Financial Update:**

Kendra Smith noted that the Kuiper property has closed.

Kendra handed out the 2009 Annual FLP Report as reprinted and noted that the printing was a substantial expense. Andrea Xaver would like the next report to note how many acres is left regardless of the zoning. The Committee requested extra copies be printed, as these would be a valuable tool when meeting with potential donors.

**Cash flow:**

Carolyn Kelly inquired if there will be any money left at the end of the year and Kendra Smith went through the specifics of the money flow. Carolyn made note in regards to the new USDA money. Kendra mentioned that in addition to USDA, TNC, and RCO money, the County received two private donations in the past few weeks. Carolyn was pleased to announce that

with the most recent USDA grant we will be extinguishing approximately 20 development rights. Through those purchases, about 2 million dollars will go back into the agricultural community.

Scott DeGraw is recommending a cash flow spreadsheet which he can provide to us. It would give a month by month view of how the money is flowing.

**Old Business:**

Kendra Smith asked Linda Christensen to send Kammi Bunnes from Recreation Conservation Office an update that shows USDA grant dollars for the recent USDA award. All of these properties have the potential of also receiving match from RCO, with the exception of VanderKooy, who came in after the grant application period.

The RCO grant submittals are now complete and staff will be preparing for the final submissions in the near future. Presentations for the grant ranking committee will also have to be prepared.

The discussion about CFAC policy and procedure regarding ranking and priority order of funding will be delayed to another meeting when more members are in attendance.

Gary Christensen commented about the workshop with natural resource agencies/departments/special interest groups who gathered to talk about conservation subdivisions. A follow-up workshop will occur in two weeks.

**New Business**

Office of Farmland Preservation Grant

Kendra Smith is working on a new grant through the Office of Farmland Preservation for strategic planning in the amount of \$25K. The CFAC is interested in the scope of work and Kendra will e-mail it to all when complete. Carolyn Kelly suggested that the Skagit Conservation District would like to partner with Skagit County and can assist with the submittal in addition to Skagitonians to Preserve Farmland. Carolyn inquired if there was anyone from the County who could facilitate this work as hiring a consultant through a RFQ process would be costly.

Conservation Language Work session

Discussion ensued on Section V B of our conservation easement to define and clarify the section, Subdivision and Development Rights. Alan Merritt made a motion to remove the sentence beginning “Any new land gained...”, seconded by Scott DeGraw. The motion carried after additional discussion and clarification.

Scott DeGraw made a motion, seconded by Alan Merritt regarding the language where the land owner is offered the opportunity to do more than one easement if applicable, but then each additional easement will be charged a fee for adjusted costs. After discussion, motion carried with no additional discussion.

Executive Session

The Board adjourned to an Executive Session at 9:25 a.m. for the purpose of land acquisition discussion. The Executive Session adjourned at 9:32 a.m. and the regular meeting reconvened.

Election of officers

Andrea Xaver made a motion to elect Carolyn Kelly as the Chair and Scott McGraw as the Vice-Chair. The motion was seconded by Alan Merritt. The motion carried.

The Farmland Legacy Program Director from Whatcom County would like to attend the next CFAC meeting.

**Adjournment**

Chair Carolyn Kelly adjourned the meeting at 10:00 a.m.

Submitted by: Linda Christensen  
Linda Christensen

Approved by the CFAC Board on 6-08-10

Carolyn Kelly  
Chair Carolyn Kelly