

**Skagit County Conservation Futures Program Advisory Committee  
(CFAC)  
Meeting Minutes  
Monday, June 18, 2012**

**Members in Attendance:**

Carolyn Kelly, Chair  
Scott DeGraw

Keith Wiggers  
Andrea Xaver

Alan Merritt

**Staff in Attendance:**

Kendra Smith, Program Director  
Linda Christensen, Skagit County

**Open**

Meeting opened at 7:00 AM

**Member Update**

Kendra announced that a recent application and \$5,000 was received from the Burlington Agricultural Heritage Credit Program.

Kendra added an item to the agenda, Recreation and Conservation Grant update.

**Meeting Minute Approval**

May Meeting Minutes

Keith moved to approve the May 8 meeting minutes, correcting a couple of typos suggested by Scott. Scott seconded and the motion passed.

**Financial/USDA Grant Update**

Kendra gave an overview of the expenditures this past month. She noted that again since there have been no closings this past month; the only additional bills were for appraisal work done on several of the properties. The update regarding the acceptance of all of the 14 properties submitted for the FFRP grant received great enthusiasm and also many questions as far as timing of funding of all of the properties. Kendra said that from a preliminary review it appeared that everything would be able to be funded by the end of the first half of the 2013 tax revenues. Kendra distributed a list of the funded properties and the cash flow spreadsheet and made verbal corrections to the preliminary figures that had been given for the property values. She is working on an updated document that will clearly identify all properties, property values, and funding opportunities.

A contract will need to be signed for the 2012 grant for the 14 properties and Kendra had been given the indication that this was going to have to happen by the end of July. Monica, program manager from USDA/NRCS also said a field visit or interview with the property owner prior to the execution of the contract would need to occur. This will therefore happen in the next few weeks.

Kendra noted that if these properties were to be ranked again they would review the same score since they are all receiving matching money. There was a quick note that the applicants that came in by the last cut off date would need to be scored. That is anticipated to happen at the next meeting. The CFAC had a question about the Nelson-Koetje property and would like to have a reminder at the next meeting.

**Monitoring Contract Sub-Committee Report**

Scott reported the committee reviewed all the applications and came up with a short list that will be interviewed. The short list met all the basic requirement components that were set by the sub-committee. Linda will send out a doodle request to find a day for the interviews that will work for all of the CFAC committee to be present. The CFAC agreed that the interviews would go ahead without Mike Hulbert since he is traveling so much and it is difficult to plan a meeting time for him.

CFAC Meeting Date and Time

It was discussed that the meeting time previously set for the second Wednesday of each month may not work for all. This will be discussed again at a later date. Most of the CFAC needed to leave by 9 any morning that they meet.

The meeting adjourned at 9:00 a.m.

Submitted by: Linda Christensen  
Linda Christensen

Approved by the CFAC Board on: 8/14/12  
Carolyn Kelly  
Chair Carolyn Kelly