

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

Meeting Minutes

Tuesday, August 14, 2012

Members in Attendance:

Carolyn Kelly, Chair

Keith Wiggers

Alan Merritt

Scott DeGraw

Andrea Xaver

Mike Hulbert

Staff in Attendance:

Kendra Smith, Program Director

Linda Christensen, Skagit County

Open

Meeting opened at 7:00 AM

Review Agenda

Keith added to old business, Skagitonians to Preserve Farmland memorandum of understanding review and CFAC meeting time communication.

Member Update

Kendra mentioned that one of the properties funded through the 2012 USDA grant has now closed. This was the first closing for this grant.

Carolyn mentioned the article in today's newspaper edition regarding the new bottling plant currently being discussed by the City of Anacortes. She encouraged all to read this article.

Meeting Minutes Approval

June Meeting Minutes

Keith moved to approve the June 18th meeting minutes, correcting a few typos suggested by him.

Andrea seconded and the motion passed.

Financial Update

Kendra gave an overview of the budget as of August 13th. The land acquisition line items include two acquisitions, Anderson/Phillips and Weidenbach.

Scott would like to see cash flow budget reports at each meeting.

Old Business

Property Ranking

Carolyn requested a re-send of the document that lists all the pending properties and how they score, including the additional points for grant funding. The Committee will concur on the final ranking. This

information is important for the official record even though the properties have already have started the grant funding process. It will provide information for the committee to analyze as we review our scoring and ranking process. The process for submitting to USDA will continue as the deadline for submitting these properties is 12/31/2012. The ranking discussion will continue at another time. Kendra asked the group if she can move forward with closing on USDA FY 12 FRPP grant award properties. The committee was unanimous in support of her proceeding.

Monitoring

Eric Nelson was hired as the new monitoring contractor. Eric reports to Kendra for routine questions and direction. Major issues will be brought up to the CFAC. A general discussion continued regarding the monitoring form and summary spreadsheet. A new monitoring template from NRCS was presented and discussed. Carolyn asked for a double check with NRCS as to whether this was a required reporting format or an optional template. Linda will key in information from Eric for the summary spreadsheet.

New Business

Skagitonians MOU

Kendra said that the county legal department has had the MOU for several months. Keith presented the draft MOU and discussed a few concerns about typos and language. The draft copy was routed to the group. This will be discussed at the next meeting.

Meeting Schedule Discussion

The CFAC meetings will continue on the second Tuesday of each month, 7 am – 9 am. Kendra will inform Allen Rozema with SPF to relay the meeting time information.

There is a slight chance that the September meeting will be cancelled due to the amount of work that needs to be produced for the USDA grants. A notice will be sent as the time gets closer.

New Applicants

Kendra announced three new applicants, two from Ron Knutzen and one from Jerry Nelson. Kendra said that USDA is ok to include these on the USDA contract amendment #1 that will be signed by the county commissioners next week.

The meeting adjourned at 8:45 a.m.

Submitted by: _____

Linda Christensen

Approved by the CFAC Board on:

Chair Carolyn Kelly