



## Jefferson County Conservation Futures Committee

Monday, September 19, 2011 5:45-6:45 PM  
Jefferson County Library, Shold Room  
Port Hadlock, WA  
FINAL MINUTES

\* Decisions and action items are indicated in bold font.

**Members Present:** Phil Andrus, District 2; Lige Christian, District 3; JD Gallant - Jerry Gorsline, District 2; Janet Kearsley, District 1; Phyllis Schultz, Interest - Working Lands; Sarah Spaeth, Interest - Jefferson Land Trust; Fred Weinmann, Interest - Ecology; John Augustus Wood, District 1

**Members Absent:** Richard Jahnke, Interest – Coastal Areas

**County Staff Present:** Tami Pokorny, Water Quality Division and Recorder

### Guests:

I. Call to Order:

Chair Fred Weinmann called the meeting to order at 5:53 PM

II. Review of Agenda:

The agenda was approved, as written.

III. Approval of Minutes:

**The minutes of May 2, 2011 meeting were approved as written.**

IV. Observer comments:

None

V. Old Business:

#### BoCC Decision on 2011 Projects

John Wood presented the Committee's funding recommendations to the BoCC in June. The Carleson Chimacum Creek and Winona – Bloedel projects were approved in a straight forward manner. One person present at the meeting questioned why project parcel numbers are not included in the newspaper announcements.

The CF Committee discussed whether it would be a good idea to include the parcel numbers in future ads. The project applications, containing parcel information and maps, are also available in hard copy at the courthouse and scanned for download from the CF website. The website address is included in the hearing notice. Committee members advised no changes to existing procedures except that landowners should be made more aware of the public nature of the grant program and process.

<http://www.co.jefferson.wa.us/commissioners/Conservation/conservation.asp>

Outreach Display

Little progress has been made on the outreach display since the last meeting but staff anticipates having it ready for the end of the farmers' market season. Phyllis Schulz volunteered to give input on display development as needed.

VI. New Business

Possible Changes/Updates to 2012 Round Materials and Process

Changes to the application, ratings sheet and program manual were discussed. Changes will be finalized at the November meeting in advance of the fall presentation to the BoCC.

The application was discussed first and the following tracked changes proposed.

- 11. Estimate the total site acquisition costs below, including the cost for the entire property or property right, even if Conservation Futures funds will only cover a portion of that total cost. In the case of projects involving multiple acquisitions, please break out appraisals and estimated acquisition costs by parcel.

**Estimated or Appraised Value of Property:** \_\_\_\_\_  
**Total Estimated Acquisition-related Cost** (see Conservation Futures Manual for eligible costs): \_\_\_\_\_  
**Total Operation and Maintenance Cost:** \_\_\_\_\_  
**Total Project Cost:** \_\_\_\_\_  
**Basis for Estimates** (include information about how the property value was determined, anticipated acquisition-related costs, general description of operation and maintenance work to be performed, task list with itemized budget, and anticipated schedule for completion of work):

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- 12a. Sponsor or other organizations \_\_will \_\_will not contribute to acquisition of proposed site.
- b. If applicable, please describe below how contributions from groups or agencies will reduce the need to use Conservation Futures program funds.

c. Matching Fund Estimate	Acquisition	O&M	%
<b>Conservation Futures Funds Requested</b>	_____	_____	→
<b>Matching Funds/Resources</b>	_____	_____	→
<b>Total Project Acquisition Cost</b>	_____	_____	100

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d. Source of matching

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*NOTE: Matching funds are strongly recommended and a higher rating will be assigned to those projects that can guarantee additional resources for acquisition. Donation of property or a property right will be considered as a matching resource. Donation of resources for on-going maintenance or stewardship ("in-kind" contributions) will not be considered as a match.*

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21. The proposed acquisition

- \_\_\_ provides habitat for State of Washington Priority Habitat and/or State or Federal Threatened, Endangered or Sensitive species.
- \_\_\_ provides habitat for a variety of native flora or fauna species.
- \_\_\_ contributes to an existing or future wildlife corridor or migration route.

If affirmative in any of the above, please describe below, and cite or provide documentation of habitat and/or species' use **(add website links)**.

#### Rating Sheet

The committee reviewed the changes in question #1 of the ratings sheet regarding project match. The way the question was originally framed was factual rather than subjective in nature. The question was rewritten to allow for the exercise of judgment on the question of leveraging. A clear definition of leveraging is needed. Phil Andrus said that although the Winona-Bloedel project met the match requirements, he would prefer to see new land and new money provided as match. The CF Ordinance says to, "leverage CF funds with other resources." Members acknowledged the general nature of this requirement. The other problem with the question was the redundancy of "meets requirement" and "leverages significantly or moderately." Ideally there would just be one answer to the question. The Committee considered adding a "0 points" or "N/A" option to each of the questions but agreed that simpler option would be to add a single statement at the top such as:

**Please note: if none of the answers provided describe the project, answer "N/A" or "0".**

JD Gallant suggested a change to Question #10 to clarify potential education or interpretive opportunities. One possible approach [subsequently developed by staff] is:

#### **10. To what degree will the acquisition provide educational opportunities, interpretive opportunities, and/or serve as a general community resource?**

#### CF Manual

Recommendations for changes to the manual include:

- Sponsors should inform landowners of the public nature of the application and funding process.
- Add the Threatened and Endangered/priority habitat information websites (that Janet Kearsely provided) to question #21 of the application.
- Make CF Manual informs sponsors that the match ratio in the application will carry through to the grant agreement.
- Update the agreement template.
- Rather than ask sponsors to provide maps that read well in black & white, staff will scan and print maps in color.

It was decided to continue the meeting for an additional half hour.

#### Rating Process

The committee agreed to discontinue the use of the *individual* Excel ratings sheet in favor of the Word version. Individual ratings information will be entered into the composite Excel spreadsheet as before.

#### Meeting procedures

There had been interest in modifying the quarterly meeting requirement, however this requirement is contained in the CF Ordinance and cannot be changed by the committee. Staff was requested to gather the opinions of the committee at such time as the ordinance is opened for other reasons.

2012 Round Calendar

Unfortunately, the wrong calendar was brought to the meeting. At this point, Thursday meetings are preferred. The next meeting will be November 17 from 4-6 pm at the county library.

Fall Presentation

This was tabled until the next meeting.

VII. Other/ Administrative

Fund Balance – The Fund balance as of March 31, 2011 was \$504,133.75. Outstanding projects are Carleson Chimacum Creek, Winona – Bloedel, Tamanowas Rock and Nicholson Short Plat and Salmon Creek Riparian. Project reports will be available at the next meeting. There is one “open interest” vacancy that was advertised. One person has expressed interest. Names were suggested as possible candidates. Staff will be in touch with as many of these individuals as possible.

VIII. Observer Comments

None

IX. Adjournment

Chair Weinmann adjourned the meeting at 7:04 PM.