



AGENDA
CLALLAM COUNTY
CONSERVATION FUTURES PROGRAM
ADVISORY BOARD
223 East 4th Street, Room 160
Port Angeles, Washington
October 12, 2022 – 1 p.m.

Conservation Futures Program Advisory Board meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us.

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES

- Minutes August 10, 2022

REPORTS AND PRESENTATIONS

- Chair Report

BUSINESS ITEMS

- Response from PAO regarding Item #6 amendment to CF Application
- Response from PAO regarding Task 1: Acquire Matching Contribution – Deliverable 1a on the CF Agreement
- Update from NOLT on approved projects (Gloria A. Davis Family LP and Nash Huber McManus)
- Set agenda for 2nd call for CF Funding

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE – November 9, 2022 at 1 p.m.

ADJOURNMENT

Conservation Futures

Draft Minutes

August 10, 2022



CLALLAM COUNTY CONSERVATION FUTURES PROGRAM ADVISORY BOARD Minutes of August 10, 2022

MEETING OF THE CONSERVATION FUTURES PROGRAM ADVISORY BOARD

Chair Fleischfresser called the meeting to order at 1 p.m., Wednesday, August 10, 2022. Also present were Susan Bliven, Diane Chung, Tom Sanford, Ruth Jenkins and Kimberly Williams. Commissioner Ozias, Robert Knapp, Cathy Lear, Clea Rome and Jeff Carter were excused.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Fleischfresser moved to adopt the agenda as presented, Bliven seconded, no objection, motion carried.

APPROVAL OF MINUTES

- July 13, 2022

Fleischfresser requested to amend:

Follow-up reviews regarding the draft proposal will take place over the next month by various parties and brought back to the next CF meeting in August.

ACTION TAKEN: Fleischfresser moved to approve as modified, Jenkins seconded, no objection, motion carried

REPORTS AND PRESENTATIONS

- Chair report

Fleischfresser mentioned he will not be present for the September meeting and recommended cancelling. No objections on the meeting cancellation. Next meeting will be held October 12, 2022.

BUSINESS ITEMS

- Draft agreement

Fleischfresser briefed the CF Members. CF Members held discussions regarding the draft agreement. Fleischfresser requested Clerk Gores to get clarification on page 12, Appendix A, Task 1. Sanford provided an update on North Olympic Land Trust (NOLT) draft agreement review. He noted he sent NOLT's recommended changes to the Prosecuting Attorney's Office (PAO). Sanford briefed the CF Members on the recommended changes. Fleischfresser requested that NOLT provide a written response on the changes and forward to the PAO. There was no objection from CF Members. He ask that Gores let the PAO know that the CF Members are ok with the NOLT recommended change.

- Inclusion of Funding Budget Proposal as part of Application Packet for future applications
Fleischfresser briefed the CF Members. He requested to amend item 6 under Part C to read:
6. Please disclose all funding sources, and expected contribution from each source, necessary for the completion of this Conservation Project (see table below).

Insert here the table that's on the draft "Project Grant Agreement", on page 2, under item 8. Project Funding

NEXT MEETING DATE

September 14, 2022 at 1 p.m. meeting cancelled. Next meeting will be held October 12, 2022 at 1 p.m.

ADJOURNMENT — Meeting concluded at 1:38 p.m.

Conservation Futures

Business Item

Application

Gores, Loni

From: Stanley, Elizabeth
Sent: Tuesday, August 30, 2022 3:02 PM
To: Gores, Loni
Subject: RE: New LAR - Conservation Futures application - Response needed by 9-19-22

Good afternoon Loni,

I reviewed the proposed update to the application as requested. The change to include funding sources make sense and there are no legal issues with adding this to the application. This grid will be very helpful to the Committee when they are reviewing applications. I think this is a great improvement to the application!

Let me know if you need anything else for this one.

Thanks,
Elizabeth

Elizabeth Stanley | Chief Civil Deputy Prosecuting Attorney | Clallam County
223 E. 4th Street, Ste. 11 | Port Angeles, WA 98362 | ☎ 360.417.2426 | ✉ elizabeth.stanley@clallamcountywa.gov

My email address has changed. Please note my new address: Elizabeth.Stanley@clallamcountywa.gov

From: Gores, Loni <loni.gores@clallamcountywa.gov>
Sent: Monday, August 22, 2022 6:54 AM
To: Stanley, Elizabeth <elizabeth.stanley@clallamcountywa.gov>
Cc: Cincotto, Kari <kari.cincotto@clallamcountywa.gov>; Gores, Loni <loni.gores@clallamcountywa.gov>
Subject: New LAR - Conservation Futures application - Response needed by 9-19-22

Hi Elizabeth,

Welcome back!

Please see attached new LAR for Conservation Futures. We're requesting a response by September 26, 2022.

Thanks, LG

"My email address has changed! The new format is Loni.Gores@clallamcountywa.gov Please update my contact card as your earliest convenience, Thank you!"

*Loni Gores
Clerk of the Board
Commissioners Office
223 East 4th Street, Suite 4
Port Angeles, WA 98362
Phone: 360-417-2256*

C. VIABILITY OF PROPOSAL

1. Are there any anticipated or pending threats to convert the land to a non-agricultural use?

() Yes

() No

If Yes, please describe.

2. Please describe your plan for stewardship of this farmland.

3. Are you applying to receive monies from other funding sources as well as the Conservation Futures Fund? () Yes () No

If Yes, please describe.

4. Please share the economic viability of your farming business. Attach your business plan if available.

5. How long have you been farming and/or plan to continue farming this property into the future? Please attach farm plan for expected use of this property.

6. Please disclose all funding sources, and expected contribution from each source, necessary for the completion of this Conservation Project. (see table below)

	Acquisition	O & M	Totals	% Match
[PROJECT NAME] – Conservation Futures	[\$AMOUNT]	[\$AMOUNT]	[\$AMOUNT]	[\$AMOUNT]
Estimated Project Sponsor Contribution	[\$AMOUNT]	[\$AMOUNT]	[\$AMOUNT]	[\$AMOUNT]
Estimated Total Project Cost	[\$AMOUNT]	[\$AMOUNT]	[\$AMOUNT]	[\$AMOUNT]

Conservation Futures

Business Item

Agreement

Gores, Loni

From: Stanley, Elizabeth
Sent: Friday, August 12, 2022 4:17 PM
To: Gores, Loni
Subject: RE: New LAR: Conservation Futures draft agreement - Please respond by 9-16-22

Hi Loni,

I thought this LAR was asking for a full review of this draft, but then I realized this is just my previous draft with my own comments on it. I can respond to the question now!

Deliverable 1(a) is simply asking for proof of a matching contribution if a matching contribution is required for a project. This will need to be adapted/edited depending on the source of the matching fund. For example, if the Matching Contribution is a grant then the deliverable could be a grant approval letter. The proof would be something else if the matching contribution were a private contribution.

The intent of this deliverable is to confirm that matching funds have been acquired if they are required for a project.

If no matching funds are required for a project, then Task 1 and the related deliverable could be deleted from the contract for that project.

This is a template that will need to be edited for each project.

I will follow up with Tom once I hear from him.

Thanks,
Elizabeth

From: Gores, Loni <loni.gores@clallamcountywa.gov>
Sent: Friday, August 12, 2022 12:55 PM
To: Stanley, Elizabeth <elizabeth.stanley@clallamcountywa.gov>
Cc: Cincotto, Kari <kari.cincotto@clallamcountywa.gov>; Gores, Loni <loni.gores@clallamcountywa.gov>
Subject: New LAR: Conservation Futures draft agreement - Please respond by 9-16-22

Elizabeth,

Attached is a new LAR for Conservation Futures – draft agreement. They need some clarification on page 12 Appendix A.

Tom Sanford said he would be sending over a recommendation to you. CF Chair and Members asked that I pass along their approval to the recommended change. Please include me in any emails you have with Tom.

Loni

"My email address has changed! The new format is Loni.Gores@clallamcountywa.gov Please update my contact card as your earliest convenience, Thank you!"

APPENDIX A

Scope of Work

[NAME], as project sponsor "Sponsor," shall perform the following tasks in order to implement the [NAME] Project:

Task 1: Acquire Matching Contribution

Sponsor shall secure the necessary matching contribution of no less than ([AMOUNT]%) of the total project cost. ~~The match must be in an eligible form consistent with JCC 3.08.030(5).~~

Deliverable 1a: Matching contribution(s) of no less than [AMOUNT]% of the total project cost.

Task 2: Acquire Grant Deed of Conservation Easement

Sponsor shall acquire a grant deed of conservation easement on the subject property, APN#(s) [APN NUMBERS] that incorporates approved Conservation Futures Program language, including the language in item "C" of this Agreement.

Deliverable 2a: Final draft grant deed of conservation easement

Deliverable 2b: Qualifying appraisal and estimated settlement statement (HUD-1)

Deliverable 2c: Recorded grant of conservation easement deed

Task 3: Stewardship Plan

Sponsor shall provide a plan for stewardship

Deliverable 3a: Electronic copy of stewardship plan

Task 4: Annual Reporting

Sponsor shall monitor and report on the property as described in item "D" of this Agreement and submit required reports to the Conservation Futures Program Advisory Board (through staff) in the format provided for each year that it is required.

Deliverable 4a: Completed annual reports.

Commented [SE5]: Clallam County Code does not have a provision that requires a match

The Jefferson County Code provision states as follows: (5) The project sponsor will commit to providing a matching contribution no less than the amount of conservation futures funds awarded to the project before conservation futures tax funds are reimbursed to that sponsor. This contribution may consist of:

- (a) Cash;
- (b) Land trades if the valuation of the land to be traded is established by a valuation arising from an appraisal generated by a Member of the Appraisal Institute (MAI) certified appraiser;
- (c) The cash value of the land to be traded, excluding Jefferson County conservation futures contributions; or
- (d) Other open spaces acquired within the previous two years that are situated either directly adjacent to or could, in the sole discretion of the county, be directly linked to the property under application

Clallam County could consider amending our code to add a similar section if desired