SPECIAL MEETING AGENDA

CLALLAM COUNTY
CONSERVATION FUTURES PROGAM
ADVISORY BOARD

223 East 4th Street, Room 160
Port Angeles, Washington
May 19, 2021 – 1 p.m.

****ATTENTION****

In response to the current Governors order Clallam County has moved to Phase 3 of the Healthy Washington Roadmap to Recovery Plan. To be in compliance with the Healthy Washington Roadmap to Recovery Plan the following general requirements for COVID safety for meetings held in the Board of Commissioners Board Room are as follows:

1. All attendees are encouraged to provide contact information on a sign in sheet which will be retained for 28 days for contact tracing purposes.
2. Public seating areas and Board member seating must be arranged to ensure physical distancing is maintained.
3. Meeting attendees must wear a proper face covering and maintain six feet of physical distance between other persons.
4. No food or drink should be consumed in the BOCC Board Room.
5. Meeting organizers shall clean or arrange to have cleaned high-touch surfaces before and after each meeting.
6. Hand sanitizing stations will be available in the BOCC Board Room.
7. Keep doors and windows open where possible to improve ventilation.
8. The Chair of the meeting shall ensure masking and social distancing practices are enforced and practices by all event attendees.

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

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**

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 April 2, 2021

REPORTS AND PRESENTATIONS

- Chair report

BUSINESS ITEMS

- Webpage discussion – Loni Gores - Clerk
- Open Public Meetings Act and Public Records Act presentation – Elizabeth Stanley - Attorney
- Funding report – Mark Lane – Chief Financial Officer
- Agricultural vision for Clallam County – Clea Rome
- Presentation on how Conservation Futures funds can be used to leverage other external funding Sources – Tom Sanford
- Bylaws
  - Service terms – determine staggering terms
  - Rules discussion
  - Review and approval

NEXT MEETING DATE

- Regular set meeting schedule – 2nd Wednesday of each month at 1 p.m.
- June 9, 2021 – Regular Meeting

PUBLIC COMMENT – Please limit comments to three minutes

ADJOURNMENT

CONSERVATION FUTURES

Draft Minutes April 2, 2021

CLALLAM COUNTY CONSERVATION FUTURES PROGRAM ADVISORY BOARD MINUTES of April 2, 2021

MEETING OF THE CONSERVATION FUTURES PROGRAM ADVISORY BOARD

Commissioner Mark Ozias called the meeting to order at 1 p.m., Friday, April 2, 2021. Also present were Ruth Jenkins, Robert (Miles) Cowan, Susan Blevin, Ricardo Fleischfresser, Tom Shaford (video), Diane Chung (audio), Clea Rome (video) and Cathy Lear (video).

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

- Selection of Chair and Vice Chair

ACTION TAKEN: Jenkins moved to elect Fleischfresser as Chair, Cowan seconded, motion carried

ACTION TAKEN: Cowan moved to elect Jenkins as Vice Chair, Blevin seconded, motion carried

PUBLIC COMMENT

- Ed Bowen, Clallam Bay, commented on conservation futures funding source, by-laws, transparency, website, and land acquisition. (see attached)

REPORTS AND PRESENTATIONS

- Welcome remarks – Commissioner Ozias

BUSINESS ITEMS

- Financial Report

Fleischflesser noted the financial report they received was fairly simple, however he has questions regarding the Department of Natural Resources other than timber and the sale of County timber information on the report. Ozias noted the topics are being looked in to and Mark Lane, County Financial Officer will make a presentation at the next meeting to explain.

Rome shared she would like to give a presentation at the next meeting on the history of Agriculture in the area, the current trends and the state of agriculture looks like right now in the County.

Sanford stated he would like to do a presentation on the finances on how farmland has been conserved in this community to date.

- Draft bylaw review

Conservation Futures members reviewed the draft bylaws.

Jenkins recommended to amend the bylaws by adding the word "that" at page 4, Article XI: Public Hearings, item C, second to last line after county; remove the word "And" at page 2, Article IV – Purpose of Conservation Futures Program, 2nd paragraph, first word. She reported she likes the language on the website that defines the mission statement of the program. She'd like some of the wording from the website incorporated into the by-laws.

Ozias recommended amending the bylaws by updating the information at page 3, Article VI – Meetings, item G to reflect the current information pursuant to the Governor's Proclamation.

DRAFT

Discussion held regarding Article III – Membership and Terms, item C. Ozias advised he will discuss this with Elizabeth Stanley, Chief Deputy Prosecuting Attorney and clarity will be provided ahead of the next meeting regarding positions and terms.

Ozias stated BOCC staff will prepare a new draft by-laws document for the next meeting.

- Regular meeting schedule

Meetings will be held monthly.

- Conservation Futures Program Advisory Board website

Fleischfresser recommended that the person preparing the webpage provide a presentation at the next meeting as far as what they plan on presenting on the website. Members will research other County websites and bring ideas to the next meeting.

NEXT MEETING DATE

- May 19, 2021 at 1 p.m.

ADJOURNMENT

Meeting concluded at 2:37 p.m.

DRAFT

Ed Bowen
Public Comment
4/2/21 CFPAB

Conservation Futures

Burch, Diana (DOR) <DianaBu@DOR.WA.GOV>
Fri 4/2/2021 9:10 AM
To: [redacted]

Ed,

Thank you for your question with regards to conservation futures. Can conservation futures use other funds beyond the property tax levy not to exceed $.0625 per thousand dollars of assessed value?

Yes, conservation futures may receive timber tax distributions. Clallam County is a taxing district that can levy a regular levy for conservation futures (RCW 84.34.230) and taxing districts can receive timber tax distributions for their regular levies (RCW 84.33.081).

Sincerely,

Diana Burch

County Review Auditor | Property Tax Division
Washington State Department of Revenue

6400 Linderson Way SW | Tumwater, WA 98501
PO Box 47471 | Olympia, WA 98504-7454 (mailing address)
360/534-1429 | F 360/534-1380 | dor.wa.gov | DianaBu@dor.wa.gov

Working together to fund Washington's future

ED Bowen
public comment
4/2/21 CFPAB

Ed Bowen

To: Rushton, Pam
Subject: RE: ? on conservation future levy

Diana Birch, Dept of Revenue, 360-534-1429
(1APR2021)

From: Rushton, Pam [mailto:prushton@co.clallam.wa.us]
Sent: Thursday, April 01, 2021 11:54 AM
Subject: ? on conservation future levy

Hi Ed,

I have attached a letter from the Department of Revenue that addresses this levy. The phone number on this letter is old and the DOR has a new one if you want to call them at (360) 534-1400. This levy is treated like any other junior taxing district when it comes to distributions. Hope this helps.

Pam

September 6, 2001

TO: All County Commissioners
All County Assessors

FROM: Kathy Beith
Property Tax Levy Specialist

SUBJECT: CONSERVATION FUTURES LEVIES

RCW 84.34.230 authorizes counties to make conservation futures levies for the purpose of acquiring conservation futures and certain other rights and interests in real property. This levy is limited to $0.0625 per $1,000 of assessed value in the county. Thirteen counties currently levy this tax for conservation futures.

Although authority to make a conservation futures levy has existed since 1971, questions continually arise as to how these levies are to be treated -- as regular levies or as excess levies. In the past, our opinion was that conservation futures levies were regular levies only for purposes of the one percent constitutional limitation. For other levy calculation purposes, these levies were to be treated as excess levies. This interpretation did not clarify if these levies were "regular" or "excess" in nature, and also made it unclear as to how they should be treated with respect to the Senior Citizen Exemption Program.

After reviewing the statutory history surrounding conservation futures levies, it seems fairly clear that these levies are in addition to the regular county levy, they are subject to the one percent constitutional limit, but outside the $5.90 aggregate limit on regular levies. The statutes are somewhat less clear how these levies are to be treated with respect to the limit factor limitation found in chapter 84.55 RCW, which applies only to regular levies. After reviewing the legislative history, however, we believe conservation futures levies should be treated as regular levies subject to the limit factor limitation.

This change in our interpretation of the treatment of these levies now requires the County Legislative Authority to adopt an ordinance(s) or resolution(s) in order to increase the conservation futures levy above the prior year's levy amount, just as with the county general levy. It also clarifies conservation futures levies should be treated as regular levies for purposes of the Senior Citizen Exemption Program.

We are providing this information to you now so that you may implement any necessary changes before levies are calculated for the collection of taxes due in 2002. Please contact me if you have any questions. My phone number is (360) 570-5864 and my e-mail address is kathyb@dor.wa.gov.

KB:cb
cc: William N. Rice, Deputy Director
Sandra Guilfoil, Assistant Director
Peri Maxey, Technical Programs Manager

Property Tax Division
PO Box 47471 ♦ Olympia, Washington 98504-7471 ♦ (360) 570-5900 ♦ Fax (360) 586-7602

3b

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda) 11/26

Department: BOCC

WORK SESSION ☒ **Meeting Date: 11/18/19**

REGULAR AGENDA ☒ **Meeting Date: 11/26/19**

Required originals approved and attached? ☐
Will be provided on:

Item summary:

☐ Call for Hearing
☐ Contract/Agreement/MOU - Contract #
☒ Resolution
☐ Proclamation
☐ Budget Item
☒ Ordinance
☐ Final Ordinance
☐ Other

Documents exempt from public disclosure attached: ☐

Executive summary:
Conservation Futures Discussion:
The purpose of this conversation will be to follow-up on the public testimony provided, both in person and in writing, on the draft Conservation Futures Ordinance and to determine next steps.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?** ☐
None.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Approval Conservation Futures Ordinance and Resolution.

County Official signature & print name: Commissioner Ozias

Name of Employee/Stakeholder attending meeting: Board of Commissioners

Relevant Departments: Board of Commissioners, Finance Department, Treasurer's Office, Assessor's Office, Department of Community Development, Auditor's Office

Date submitted: November 13, 2019

Ordinance _____

An ordinance creating a chapter titled Conservation Futures Fund, of the Clallam County Code

BE IT ORDAINED BY THE BOARD OF CLALLAM COUNTY COMMISSIONERS:

Section xxx.010, Purpose, is created to read as follows:

It is hereby declared to be in the public interest and to be a County purpose to adopt and impose a property tax levy as authorized by RCW 84.34.230 and to create a special fund to which all such levy proceeds shall be credited. The purpose of the fund created is to acquire interest or rights in real property in order to maintain, preserve, conserve and otherwise continue in existence adequate open space lands for the production of food, fiber and forest crops, and to assure the use and enjoyment of natural resources and scenic beauty for the economic and social well-being of the county and its citizens.

Section xxx.020, Property tax levy imposed, is created to read as follows:

Pursuant to RCW 84.34.230, there is hereby imposed a property tax levy to be applied against all taxable property within Clallam County. The levy shall be applied at a rate of two and three-quarter cents ($0.0275) per thousand dollars ($1,000) of assessed valuation.

Section xxx.030, Fund established, is created to read as follows:

A special fund is hereby established, as provided for under RCW 84.34.230, which shall be known as the Conservation Futures Fund and to which will be credited all taxed levied under this chapter.

Section xxx.040, Use of fund, is created to read as follows:

Amounts placed in the conservation futures fund shall be used to acquire rights and interests in farm and agricultural land, open space land, timberland, and public access to water on a voluntary basis, as established in Chapter 84.34 RCW and for the maintenance and operation of any property acquired with these funds. The purpose is to protect, preserve, maintain, improve, restore, limit the future use of, or otherwise conserve the property for public use or enjoyment. Included are debt issuances and debt service costs related to bond monies and repayment in instances where bonds are issued to further these purposes. Until withdrawn for such use, the monies accumulated in the fund may be invested in interest-bearing securities. It shall be the joint responsibility of the Clallam County Treasurer and the County Auditor to account for all aspects of this fund. Any money remaining in the fund upon fund closure shall be transferred as directed by the Board of County Commissioners.

Section xxx.050 Establishment of a Conservation Futures Program Advisory Board, is created to read as follows:

Effective January 1, 2020, the Board of County Commissioners shall appoint a Conservation Futures Program Advisory Board to implement the provisions of this chapter. The Advisory Board shall recommend to the Board of County Commissioners criteria for selection of the projects to be funded. The Advisory Board shall also make annual or more frequent recommendations to the Board of County Commissioners for projects to be funded as part of the conservation futures program and

shall develop strategic, long-term plans for the program. All recommendations of the Program Advisory Board shall be forwarded to the Board of County Commissioners for final action.

The Advisory Board shall consist of five voting members, with one voting member from each of the respective County Commissioner Districts and two at-large members, with expertise and experience in the areas of farming and agriculture, family forestry, or natural resource conservation. Non-voting ex-officio members include the North Olympic Land Trust Director or designee, the Clallam Conservation District Director or designee, the Clallam County Habitat Biologist or designee, the WSU Extension Agent, and representatives from one or more Tribal Governments. Terms of the Advisory Board members shall be limited to four (4) years. Initial terms shall be staggered so that no more than thirty-three (33) percent of the board members' terms shall expire in any year.

Section xxx.060 Review of Tax and Funding Priorities Required, is created to read as follows:

All monies collected during the initial ten year period shall be expended for the conservation of farm and agricultural land.

No later than December 31, 2030, and every ten (10) years thereafter, the Board of County Commissioners shall hold a public hearing to consider public input regarding the continued need for the tax collected pursuant to RCW 84.34.230. The Advisory Board shall submit a report to the Board of Commissioners, which includes an accounting of all funds collected and expended as well as recommendations for future funding priorities. After the public hearing, the Board of Commissioners shall determine whether to continue collecting the tax, whether to change the rate of the tax, or whether to repeal the tax. The Board of Commissioners will also set funding priorities. The Board of Commissioners shall consider, among other things, whether there is a continued need for funding, whether alternative funding sources exist and are adequate, and the success of past projects.

Any changes to this ordinance must be made pursuant to the process set forth in the Clallam County Home Rule Charter.

Section xxx.070 Severability, is created to read as follows:

If any provision of this chapter, or its application to any person or circumstance is held invalid, the remainder of the chapter, or the application of the provision to other persons or circumstances, is not affected.

ADOPTED this _____ day of _____ 2019

BOARD OF CLALLAM COUNTY COMMISSIONERS

_____
Mark Ozias, Chair

ATTEST:

_____
Randy Johnson

_____
Loni Gores, Clerk of the Board

_____
Bill Peach

RESOLUTION _____, 2019

RESOLUTION ENACTING ORDINANCE _____, CONSERVATION FUTURES FUND

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Whereas there is an urgent need to preserve farm land in Clallam County; and

2. Whereas Conservations Futures Tax is a tool available to raise funds for much-needed land conservation; and

3. Whereas while Conservation Futures funds may be used broadly for maintaining, conserving and otherwise preserving adequate open space lands, it is the specific intent of the County Commissioners to prioritize the conservation of working agricultural lands ahead of other potential uses; and

4. Whereas future Commissioners shall consider the continuation of the tax and set priorities for the fund at each ten year review;

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Hereby enacts Ordinance No. _____, Conservation Futures Fund.

PASSED AND ADOPTED this _____ day of _____ 2019

BOARD OF CLALLAM COUNTY COMMISSIONERS

_____
Mark Ozias, Chair

_____
Randy Johnson

_____
Bill Peach

ATTEST:

_____
Loni Gores, CMC, Clerk of the Board

DRAFT

Conservation Futures Policy Guidance

Should a Conservation Futures Ordinance be adopted by the Clallam County Commissioners, the immediate follow-up step will be to recruit and seat the Advisory Committee who will be tasked with developing Bylaws and an application process based on existing County policy and the intent of the Ordinance.

The Ordinance language makes clear that for at least the first ten years of the Conservation Futures program, any revenue generated will be applied to the conservation of working agricultural lands. While the RCW that establishes the Conservation Futures program in state law contains more broad language referring to open space, and while the Clallam County Ordinance has been drafted to conform with the language existing in the RCW, both the Ordinance and any follow-up Policy that is developed will reinforce the Commissioners' intent to utilize available funding for the benefit of conserving agricultural lands.

In order to change the rate established in the initial Conservation Futures Ordinance, a future Board of Commissioners would need to go through the formal process of amending the Ordinance which would require a Public Hearing and all of the associated steps of public process. In the meantime, since the Clallam County Charter gives County Policy the weight of actual Ordinance, it is the intent of the Commissioners to write the rate established in the Conservation Futures Ordinance into the attending policy to underscore a commitment to maintain the rate at the level at which it was originally established.

CONSERVATION FUTURES

Website discussion

Conservation Futures Program Advisory Board website link:

http://www.clallam.net/bocc/CFPAB.html

Gores, Alanna

From: Ricardo Fleischfresser <ricardo@fetraco.com>
Sent: Tuesday, May 04, 2021 1:58 PM
To: Gores, Alanna
Subject: Email to Board of CFPAB

Hi Loni,

In preparation for the Board Meeting of May 19th when we will be discussing the CFPAB website, I feel it would be helpful if we all took a look at the websites of other counties with CF programs to get ideas, although I feel we are on track to have a good one based on what is already up.

Here are some links to other CF websites

Island General Services Administration Conservation Futures Fund (islandcountywa.gov)
Jefferson Conservation Futures Program | Jefferson County, WA
King Conservation Futures (CFT) - King County
Pierce Conservation Futures Program | Pierce County, WA - Official Website (piercecountywa.gov)
Skagit Welcome to the Skagit County Farmland Legacy Program
Snohomish Conservation Futures Program Advisory Board | Snohomish County, WA - Official Website (snohomishcountywa.gov)
Spokane Conservation Futures | Spokane County, WA
Thurston Thurston County | Planning | Conservation Futures Program (thurstoncountywa.gov)

Thanks,

Ricardo Fleischfresser

(206) 491 3199

CONSERVATION FUTURES

OPMA/PRA Training

OPMA – AGENCY OBLIGATIONS: A STARTING POINT

PRACTICE TIPS

For Local Government Success

MRSC

The basic requirement of the Open Public Meetings Act (OPMA) is that meetings of governing bodies be open and public. Use these practice tips to guide your agency's OPMA compliance.* *For more information and resources visit www.mrsc.org/opmapra.*

Basic Requirements

- **All meetings open and public.** All meetings of governing bodies of public agencies must be open to the public, except for certain exceptions outlined in the OPMA. RCW 42.30.030.
- **Quorum.** Generally, a meeting occurs when a quorum (majority) of the governing body is in attendance and action is taken, which includes discussion or deliberation as well as voting. RCW 42.30.020(2) & (3).
- **Attendees.** All persons must be permitted to attend and attendees cannot be required to register their names or other information as a condition of attendance. Disruptive and disorderly attendees may be removed. RCW 42.30.040 & .050.
- **No secret ballots.** Votes may not be taken by secret ballot. RCW 42.30.060(2).
- **Adoption of ordinances.** Ordinances, resolutions, rules, regulations, and orders must be adopted at a public meeting or they are invalid. RCW 42.30.060(1).

Position in Agency	Required to Comply
Member of a governing body ☐ City or Town Councilmember or Mayor ☐ County Commissioner or County Councilmember ☐ Special Purpose District Commissioner/Board Member	Yes
Member of a subagency created by ordinance or legislative act, e.g.: ☐ Planning Commission ☐ Library Board ☐ Parks Board ☐ Civil Service Commission	Yes
Member of a committee ☐ Committees that act on behalf of (exercise actual or de facto decision-making authority for) the governing body, conduct hearings, or take testimony or public comment	Yes
☐ Committees that are purely advisory	No
Agency staff	No

Penalties for Noncompliance

- **Actions null and void.** Any action taken at a meeting which fails to comply with the provisions of the OPMA is null and void. RCW 42.30.060(1).
- **Personal liability.** Potential personal liability of $500 for any member of a governing body who attends a meeting knowing that it violates the OPMA and $1,000 for any subsequent OPMA violation. RCW 42.30.120(1)(2).
- **Agency liability.** Any person who prevails against an agency in any action in the courts for a violation of the OPMA will be awarded all costs, including attorney fees, incurred in connection with such legal action. RCW 42.30.120(2).

OPMA Training Requirements

- Every member of a governing body of a public agency must complete training requirements on the OPMA within 90 days of assuming office or taking the oath of office. RCW 42.30.205(1).
- In addition, every member of a governing body must complete training at intervals of no more than four years as long as they remain in office. RCW 42.30.205(2).

*DISCLAIMER: These practice tips are meant to provide summary information on basic agency obligations of the OPMA; the practice tips are not intended to be regarded as specific legal advice. Consult with your agency's legal counsel about this topic as well.

May 2016

OPMA – ELECTRONIC COMMUNICATIONS

PRACTICE TIPS

For Local Government Success

MRSC

These practice tips are intended to provide practical information to local government officials and staff about electronic communications and requirements under the Open Public Meetings Act (OPMA), chapter 42.30 RCW. Electronic communications between members of an agency's governing body can implicate the OPMA, and these practice tips will help guide you in identifying and addressing key issues in this regard.* *For more information and resources visit* **www.mrsc.org/opmapra**.

1

An Email Exchange Can Constitute a Meeting

If you, as a member of the governing body (e.g., city council, board of commissioners, planning commission), communicate with other members of the governing body by email, keep in mind that email exchanges involving a majority of members of the governing body can constitute a "meeting" under the OPMA. This principle also applies to text messaging and instant messaging.

What types of email exchanges can constitute a meeting? If a majority of the members of the governing body takes "action" on behalf of the agency through an email exchange, that would constitute a meeting under the OPMA. Note that taking "action" under the OPMA can occur through mere discussion of agency business, and that any "action" may be taken only in a meeting open to the public. The participants in the email exchange don't have to be participating in that exchange at the same time, as a "serial" or "rolling" meeting can occur in violation of the OPMA. However, the participants must collectively intend to meet to conduct agency business.

Recommendations: As a member of the governing body, consider the following tips to avoid potential OPMA violations:

- Passive receipt of information via email is permissible, but discussion of issues via email by the governing body can constitute a meeting.
- An email message to a majority or more of your colleagues on the governing body is allowable when the message is to provide only documents or factual information, such as emailing a document to all members for their review prior to the next meeting.
- If you want to provide information or documents via email to a majority of members of the governing body, especially regarding a matter that may come before the body for a vote, have the first line of the email clearly state: "For informational purposes only. Do not reply."
- Unless for informational purposes only, don't send an email to all or a majority of the governing body, and don't use "reply all" when the recipients are all or a majority of the members of the governing body.
- Alternatively, rather than emailing materials to your colleagues on the governing body in preparation for a meeting, have a designated staff member email the documents or provide hard copies to each member. It's permissible, for example, for a staff member to communicate via email with members of the governing body in preparation for a meeting, but the staff member needs to take care not to share any email replies with the other members of the governing body as part of that email exchange.

2

Phone Calls and Voice Messages Can Constitute a Meeting

As with email exchanges, if a majority of the members of the governing body is taking "action" (see above) on behalf of the agency through phone calls or a voice mail exchange, that would constitute a meeting. Such a "telephone tree" occurs, for example, when members call each other to form a majority decision. As above, the calls and messages can constitute a serial or rolling meeting if the members collectively intend to meet and conduct agency business.

3

Key Consideration Related to Conferring to Call a Special Meeting

Under RCW 42.30.080, a special meeting (in contrast to a regular meeting) may be called at any time by the presiding officer of the governing body or by a majority of the members of the governing body. In order to give effect to this authority granted under RCW 42.30.080, we believe it's permissible for a majority of the members of the governing body to confer outside of a public meeting for the sole purpose of discussing whether to call a special meeting. This includes conferring for that purpose via phone, email or other electronic means.

4

Use of Social Media Can Implicate the OPMA

Question: If members of the governing body use social media (e.g., through a Facebook page or Twitter feed) to host a discussion about issues related to the agency, and the discussion includes comments from members of the governing body, could that violate the OPMA?

Answer: If the discussion includes comments from a majority of the members of the governing body, that discussion could constitute a public meeting under the OPMA. There's no authority under the OPMA regarding what would constitute adequate public notice – if that's even possible – for this kind of virtual meeting, so it's best to avoid this type of discussion on social media.

Recommendation: Social media can be an effective tool to solicit comments from the public, but social media shouldn't be used by your agency's governing body to collectively formulate policy.

5

Failure to Comply with the OPMA Can Be Costly

Violation of the OPMA can result in personal liability for officials who knowingly violate the OPMA and in invalidation of agency actions taken at a meeting at which an OPMA violation occurred. Attorney fees and court costs are awarded to successful OPMA plaintiffs. OPMA violations can also lead to a loss of public trust in the agency's commitment to open government.

*DISCLAIMER: These practice tips are meant to provide practical information to local government officials and staff about electronic records and requirements under the OPMA. The tips aren't intended to be regarded as specific legal advice. Consult with your agency's attorney about this topic as well.

May 2016

OPMA – NOTICE REQUIREMENTS

PRACTICE TIPS

For Local Government Success

MRSC

Under the Open Public Meetings Act (OPMA), to ensure that agency deliberations and other actions are conducted and taken openly, agencies are required to provide sufficient public notice of their meetings. Use these practice tips as a starting guide for OPMA notice requirements.* *For more information and resources visit www.mrsc.org/opmapra.*

	Regular Meetings (RCW 42.30.070)	Special Meetings (RCW 42.30.080)
Definition	Held in accordance with a schedule fixed by ordinance, resolution, bylaws, or other rule.	Anything other than a regular meeting. May be called by the presiding officer or a majority of the members of the governing body.
Notice and Agendas	Agendas must be made available on the agency's website at least 24 hours in advance of the meeting unless the agency: 1. Doesn't have a website; or 2. Employs fewer than 10 full-time equivalent employees. There are no other notice requirements for regular meetings in the OPMA. However, other relevant laws apply to some local governments. For example, cities and towns are required to establish a procedure for notifying the public of the preliminary agenda for the forthcoming council meeting and any upcoming hearings (although not necessarily online). RCW 35A.12.160; RCW 35.22.288; RCW 35.23.221; RCW 35.27.300. There are no similar requirements for counties or special purpose districts related to preliminary agendas.	The special meeting notice must specify the date, time, and place of the special meeting, and the business to be transacted. • **Personal notice.** Written notice must be delivered personally, by mail, fax, or e-mail at least 24 hours before the meeting to: 1. Each member of the governing body, unless the member submits a written waiver of notice in advance with the clerk, or the member is actually present at the meeting; and 2. Each member of the news media who has on file with the governing body a written request for notice of special meetings. • **Website notice.** Notice must be posted on the agency's website 24 hours in advance of the meeting, unless the agency: 1. Doesn't have a website; or 2. Employs less than 10 full-time equivalent employees; or 3. Doesn't employ personnel whose duty, as defined by a job description or existing contract, is to maintain or update the website. • **Notice at agency's principal location.** Notice must be prominently displayed at the main entrance of the agency's principal location and the meeting site if the meeting isn't held at the agency's principal location.
Emergencies	In an emergency situation (e.g., fire, flood, earthquake, or other emergency), a meeting may be held at a site other than the regular meeting site, and the notice requirements under the OPMA are suspended during such an emergency.	The notices required for special meetings aren't required if a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.
Holidays	Regular meetings shall not be held on holidays. If a regular meeting falls on a holiday, the meeting must be held on the next business day.	Although not specifically addressed by the OPMA, we recommend that special meetings not be held on holidays out of consideration for public participation.
Business Transacted	There are no restrictions on the type of business that may be transacted at regular meetings.	Final disposition cannot be taken on any matter not listed in the special meeting notice.

*DISCLAIMER: These practice tips are meant to provide summary information on the notice requirements of the OPMA; these tips are not intended to be regarded as specific legal advice. Consult with your agency's legal counsel about this topic as well.

OPMA – EXECUTIVE SESSIONS

CHECKLIST

For Local Government Success

MRSC

The Open Public Meetings Act (OPMA) requires specific steps be taken in order to hold an executive session. Use this checklist to guide your agency's compliance with the OPMA related to executive sessions.*

	Requirement	Completed
Meeting	An executive session can only be held as part of a regular or special meeting.	☐
Purpose	The presiding officer announces in open session the purpose of the executive session.	☐
End Time	The presiding officer announces in open session the time the executive session will end.	☐
Legal Counsel	Legal counsel is present during the executive session, if required.	☐
Confidentiality	At the start of the executive session, participants are reminded that discussions are confidential.	☐
Topics	Local governments can discuss the following topics set forth in RCW 42.30.110(1) in executive session:	
	• Matters affecting national security. RCW 42.30.110(1)(a)(i).	☐
	• Infrastructure and security of agency computer and telecommunications network. RCW 42.30.110(a)(ii). See back of page. **Note:** Requires presence of legal counsel.	☐
	• Real estate sale, purchase, or lease if a likelihood that disclosure would increase price. RCW 42.30.110(1)(b), (c). If agency is seller/lessor, only minimum price may be discussed & factors influencing price must be discussed in public session. *Columbia Riverkeeper v. Port of Vancouver.*	☐
	• Consideration of the minimum offering price for sale or lease of real estate if there's a likelihood that disclosure would decrease the price. RCW 42.30.110(1)(c). See back of page. **Note:** Final action selling or leasing public property must be taken in open session.	☐
	• Negotiations on the performance of a publicly bid contract. RCW 42.30.110(1)(d). See back of page.	☐
	• Complaints or charges brought against a public officer or employee. RCW 42.30.110(1)(f). **Note:** At accused's request, discussion must be in open session.	☐
	• Qualifications of an applicant for public employment. RCW 42.30.110(1)(g). See back of page.	☐
	• Performance of a public employee. RCW 42.30.110(1)(g). See back of page.	☐
	• Qualifications of an applicant/candidate for appointment to elective office. RCW 42.30.110(1)(h). See back of page.	☐
	• Agency enforcement actions. RCW 42.30.110(1)(i). See back of page. **Note:** Requires presence of legal counsel.	☐
	• Current or potential litigation. RCW 42.30.110(1)(i). See back of page. **Note:** Requires presence of legal counsel.	☐
	• Legal risks of current or proposed action. RCW 42.30.110(1)(i). See back of page. **Note:** Requires presence of legal counsel.	☐
Extended End Time	If the executive session is not completed by the originally announced end time, the presiding officer announces the extended end time in open session before returning to executive session.	☐
Resumption	Open session is not resumed until after the announced end time.	☐

Meeting Date _____ Form Completed By _____

Attendees _____

*DISCLAIMER: This checklist is meant to provide summary information on executive sessions; the checklist is not intended to be regarded as specific legal advice. Consult with your agency's attorney about this topic as well.

OPMA – EXECUTIVE SESSION PROCEDURES

PRACTICE TIPS*

For Local Government Success

MRSC

An executive session must begin after a regular or special meeting is convened and adjourn before the meeting ends. While an executive session will therefore always be a part of a regular or special meeting, it is possible to hold a special meeting for the sole purpose of holding an executive session.

To start, the chair must announce the executive session to those in attendance at the meeting, including: (1) the purpose of the executive session; and (2) the time when the executive session will end.

Announced Purpose and Topics of Discussion: The announced purpose of the executive session must be one of the statutorily-identified purposes for which an executive session may be held. The announcement must contain enough detail to identify the purpose as falling within the limits of the law.

It would not be sufficient, for example, for a meeting chair to declare simply that the governing body will now meet in executive session to discuss "personnel matters." Discussion of personnel matters, in general, is not an authorized purpose for holding an executive session; only certain specific issues relating to personnel may be addressed in executive session.

Attendance of legal counsel – Legal counsel must be present at an executive session, either in person or remotely via a device that allows two-way communication, to discuss enforcement actions, current or potential litigation, or the legal risks of current or proposed action. "Potential litigation" means litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party; or the agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity. Discussion of the "legal risks" of a current or proposed action can only occur in executive session if public discussion of those legal risks is likely to result in an adverse legal or financial consequence to the agency.

Notes for Specific Discussion Topics

- Security of computer and telecommunications network – Governing body may be briefed in executive session about agency cybersecurity issues or data breaches. If a data breach occurs, the agency must comply with breach notification requirements.
- Contract Performance – Review of contract performance of publicly bid contracts may only be discussed in executive session when public knowledge of such consideration would likely cause increased costs.
- Qualifications of an applicant for public employment or review of performance of a public employee – If the governing body elects to take final action regarding hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action must be taken in open session.
- Qualifications of candidate for appointment to elective office – Candidate interviews and final action appointing a candidate to elective office must be in an open public meeting.
- Collective bargaining sessions – Collective bargaining sessions with employee organizations are not subject to OPMA requirements and may occur in closed session without following OPMA procedures. This exemption applies to contract negotiations, grievance meetings, and discussions about the interpretation or application of a labor agreement or to that portion of a meeting when the governing body is planning or adopting its strategy during the course of any collective bargaining, professional negotiations, grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings in progress.

Length of Session: If the governing body concludes the executive session before the time stated, it should not reconvene in open session until the time stated. Otherwise, public may, in effect, be excluded from that part of the open meeting that occurs between the close of the executive session and the time when the chair announced the executive session would conclude. If the executive session is not over at the stated time, it may be extended only if the chair announces to the public at the meeting place that it will be extended to a stated time.

Attendance: Attendance at an executive session need not be limited to the members of the governing body. Persons other than elected members may attend the executive session at the invitation of the governing body. Those invited should have some relationship to the matter being addressed in the executive session, or they should be in attendance to otherwise provide assistance to the governing body. Note that if the stated purpose for the executive session is to discuss litigation or potential litigation with the governing body's attorney, the presence of persons at the session who are not governing body members or agency staff may waive the attorney-client privilege.

Minutes: Minutes are not required to be taken at an executive session. If minutes or notes are taken during an executive session, they may be subject to the disclosure requirements of the Public Records Act.

*DISCLAIMER: These practice tips are meant to provide summary information on executive sessions; these tips are not intended to be regarded as specific legal advice. Consult with your agency's attorney about this topic as well.

December 2018

CONSERVATION FUTURES

Funding Report – Mark Lane

CLALLAM COUNTY
CONSERVATION FUTURES FUND--19910
SUMMARY FINANCIAL STATUS AS OF 4/30/2021 & PROJECTION FOR 2021

				ACTUALS--CURRENT YEAR WITH PRIOR FULL YEAR LOOK BACK		ACTUALS--YTD PRIOR YEAR	
	2021 Budget	2021 Projection		YTD APRIL 2021	2020	YTD APRIL 2020	% CHANGE VS PRIOR YEAR
REVENUES							
Real and Personal Property Taxes**	$ 278,000	$ 278,000		$ 139,107	$ 266,916	$ 132,091	5.3%
Leasehold Excise Tax	$ -	$ 2,000	*	$ 291	$ 1,638	$ 850	-65.8%
DNR Timber Trust 2	$ -	$ -	*	$ -	$ 8	$ 2	-100.0%
Housing Authority PILT	$ -	$ -	*	$ -	$ 8	$ -	--
Investment Interest	$ -	$ 200	*	$ 85	$ 339	$ 17	389.9%
DNR Other than Timber	$ -	$ 1,000	*	$ 514	$ 1,158	$ 370	38.9%
Sale of County Timber	$ -	$ 17,000	*	$ 2,206	$ 16,582	$ 5,357	-58.8%
TOTAL REVENUE	**$ 278,000**	**$ 298,200**		**$ 142,202**	**$ 286,650**	**$ 138,688**	**2.5%**
TOTAL EXPENDITURES	**$ -**	**$ -**	**	**$ -**	**$ -**	**$ -**	**--**
OPERATING SURPLUS/(DEFICIT)	**$ 278,000**	**$ 298,200**		**$ 142,202**	**$ 286,650**	**$ 138,688**	**2.5%**
BEGINNING FUND BALANCE	**$ 286,650**	**$ 286,650**		**$ 286,650**	**$ -**	**$ -**	
OPERATING SURPLUS/(DEFICIT)	**$ 278,000**	**$ 298,200**		**$ 142,202**	**$ 286,650**	**$ 138,688**	
ENDING FUND BALANCE	**$ 564,650**	**$ 584,850**		**$ 428,852**	**$ 286,650**	**$ 138,688**	

* See attached background/commentary regarding other non-property tax revenues projected for the Conservation Futures Fund.

**Pending further discussion and determination by BOCC of planned usage of Conservation Futures funds, no expenditures have been included in the 2021 projection.

CLALLAM COUNTY
BACKGROUND--OTHER REVENUES IN CONSERVATION FUTURES FUND

When the 2020/2021 budgets were prepared for the Conservation Futures Fund, the County mistakenly overlooked including other revenues that would flow to the Conservation Futures Fund as a result of the enactment of the property tax levy for the Conservation Futures Fund beginning in 2020, including the following:

--Investment Interest
--Leasehold Excise Tax
--DNR Other than Timber
--Sale of County Timber

Based on information provided by the Clallam County Treasurer's Office in consultation with the WA State Department of Revenue, the Conservation Futures levy is considered a regular tax levy. As a result of this levy qualifying as a regular tax levy, the same apportionment methodology based on the Conservation Futures levy relative to other County and junior tax district tax levies is to be applied to these revenue streams in determining how much flows to the Conservation Futures fund. This is consistent with other similar regular tax levies established by the County, including Veteran's Relief, Roads Fund, HHS Developmental Disabilities, and Treasurer-Land Assessment. For timber-related revenues, this is also consistent with RCW requirements under RCW 84.33.081 which governs timber excise tax which directs Treasurer's to distribute these funds accordingly to a Priority 1, 2 & 3 distribution matrix, and Sale of County timber which are distributed based on the relative levy rates of the taxing districts located within the applicable harvest area that the DNR timber revenues were derived as identified by the State when such funds are remitted to the County Treasurer, which includes now the Conservation Futures Fund.

CONSERVATION FUTURES

Presentation – Clea Rome



Agriculture in Clallam County

Presented to the
Clallam County Conservation Futures Advisory Board
May 2021

WASHINGTON STATE UNIVERSITY
CLALLAM COUNTY EXTENSION

North Olympic Peninsula



Early History of Clallam Agriculture



Courtesy of Sequim Museum and Arts Center





Courtesy of Sequim Museum and Arts Center

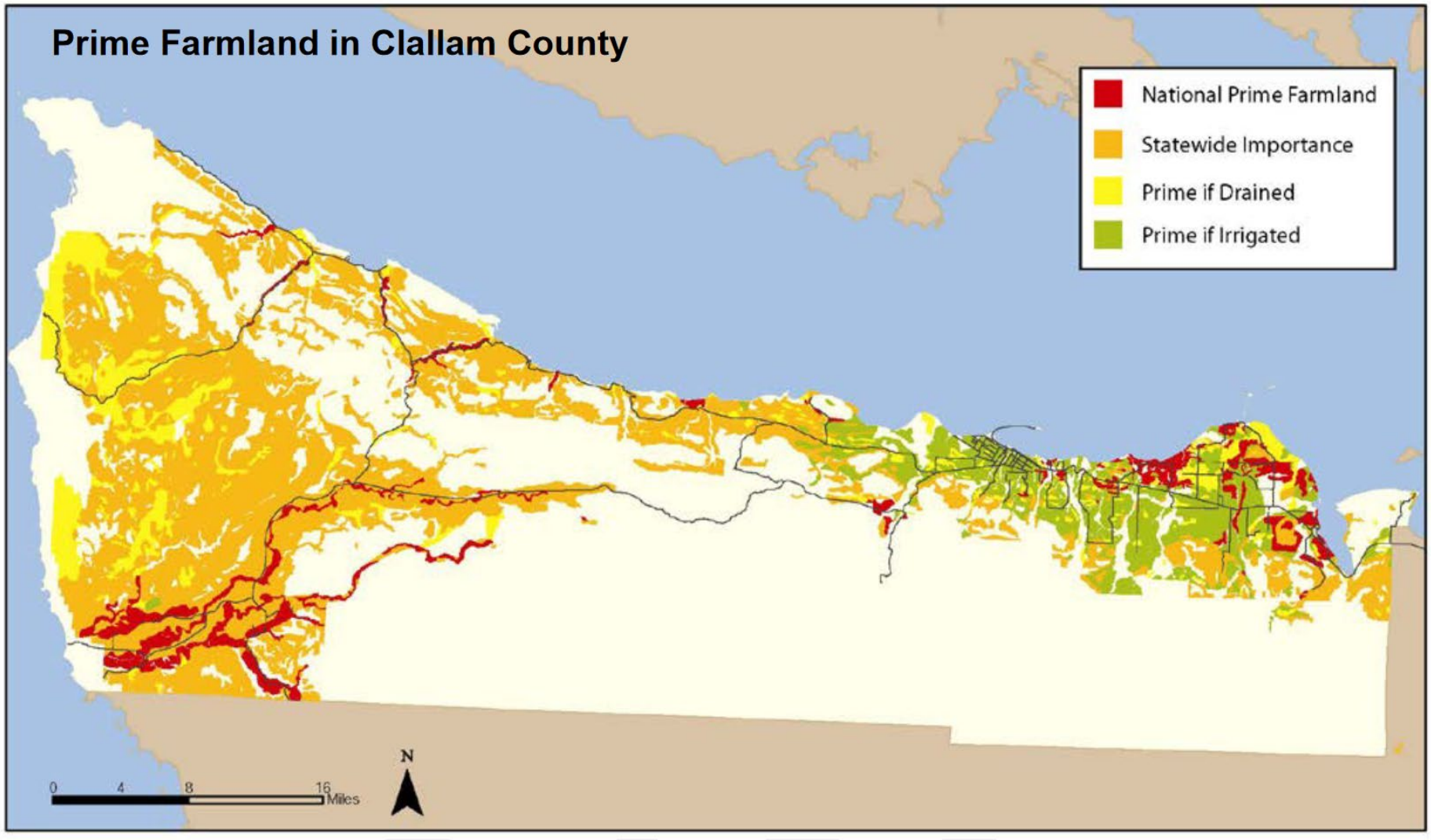


Courtesy of Sequim Museum and Arts Center

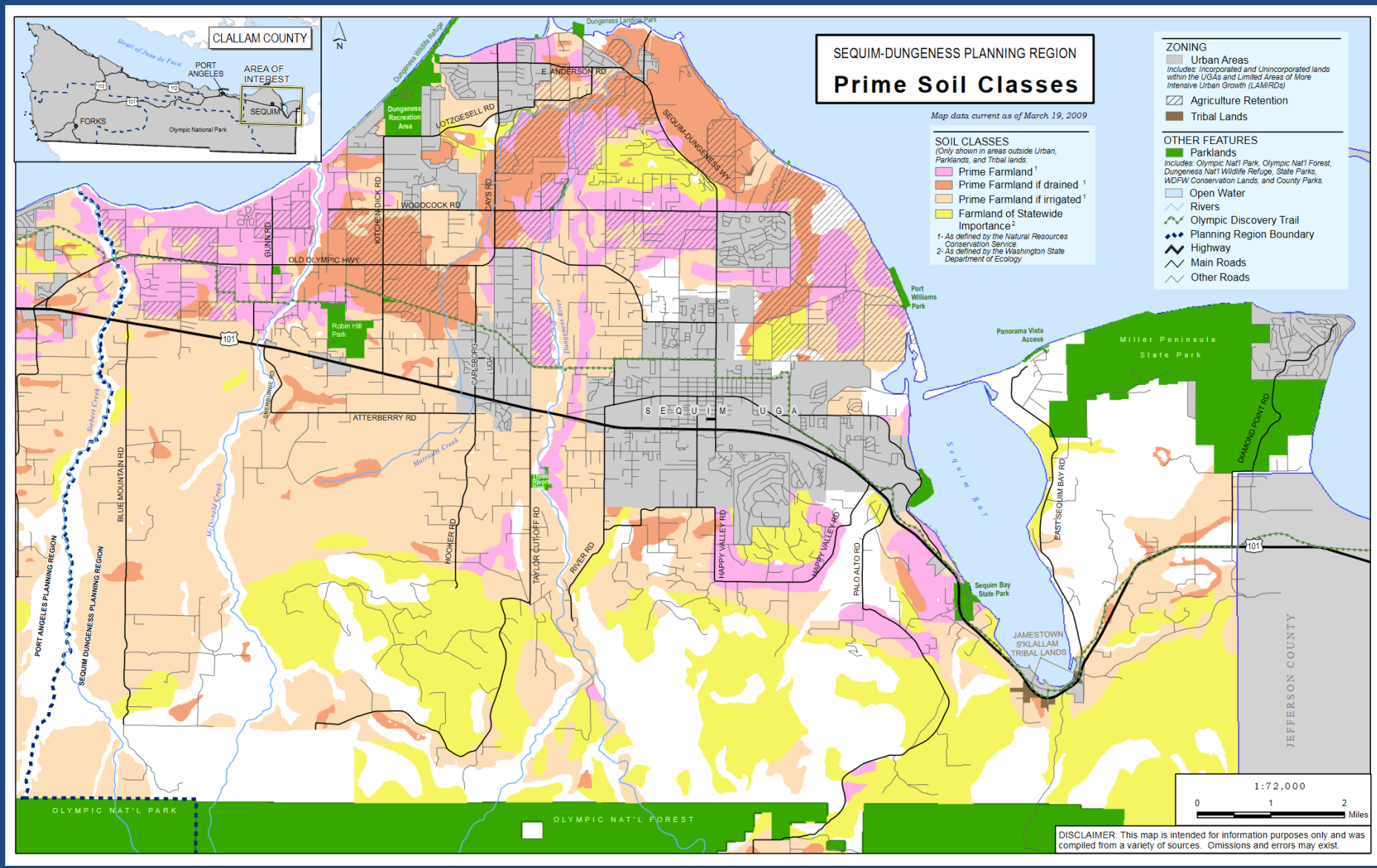

Willamette Valley
Puget Trough
Georgia Basin
CANADA
USA
PACIFIC OCEAN
WASHINGTON
OREGON
BRITISH COLUMBIA



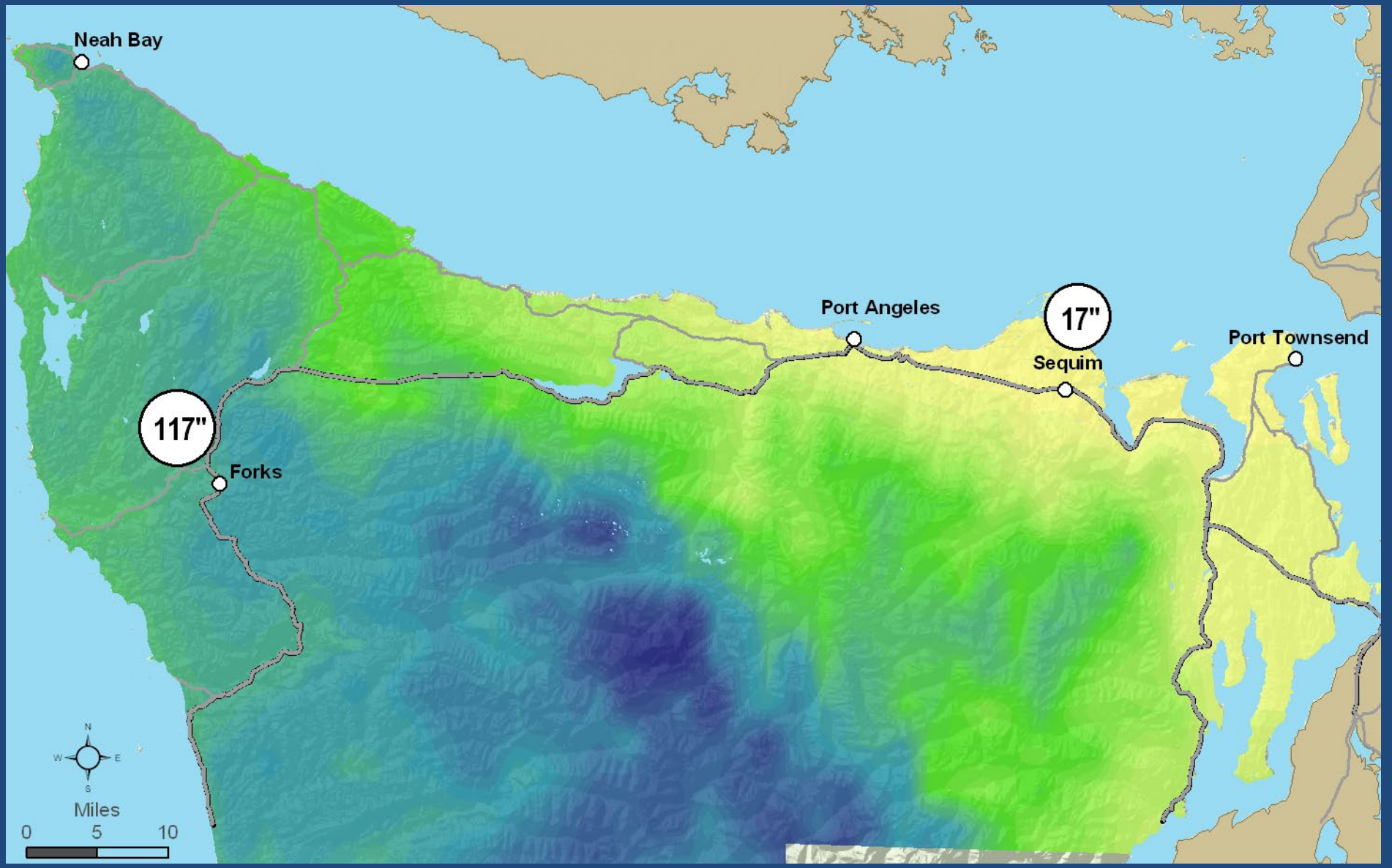
Soils of National Significance

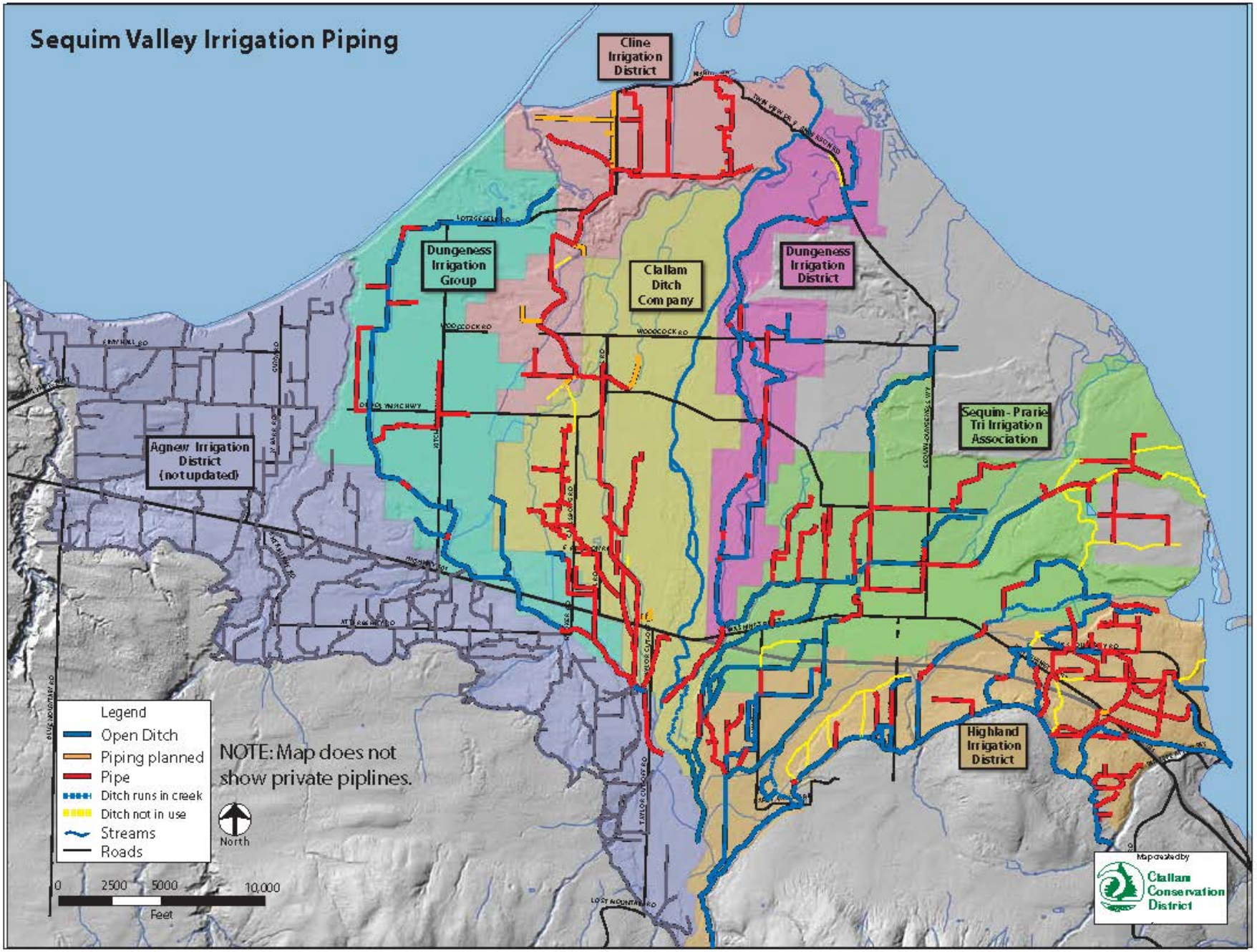


Soils of National Significance



North Olympic Peninsula

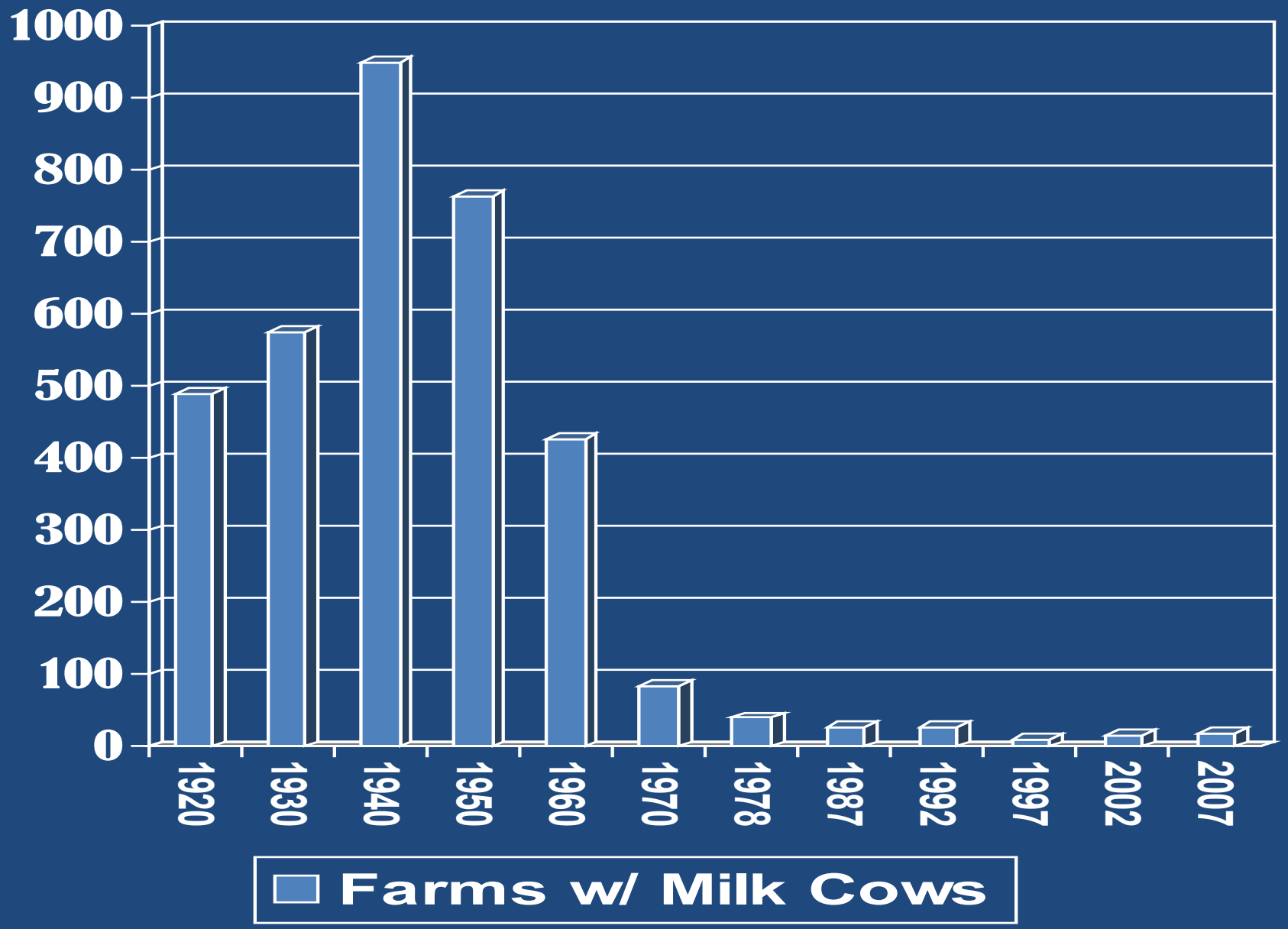



Sequim Valley Irrigation Piping
Cline Irrigation District
Dungeness Irrigation Group
Clallam Ditch Company
Dungeness Irrigation District
Agnew Irrigation District (not updated)
Sequim - Prarie Tri Irrigation Association
Highland Irrigation District
Legend
Open Ditch
Piping planned
Pipe
Ditch runs in creek
Ditch not in use
Streams
Roads
NOTE: Map does not show private piplines.
North
0 2500 5000 10,000
Feet
Map provided by
Clallam Conservation District



Courtesy of Sequim Museum and Arts Center

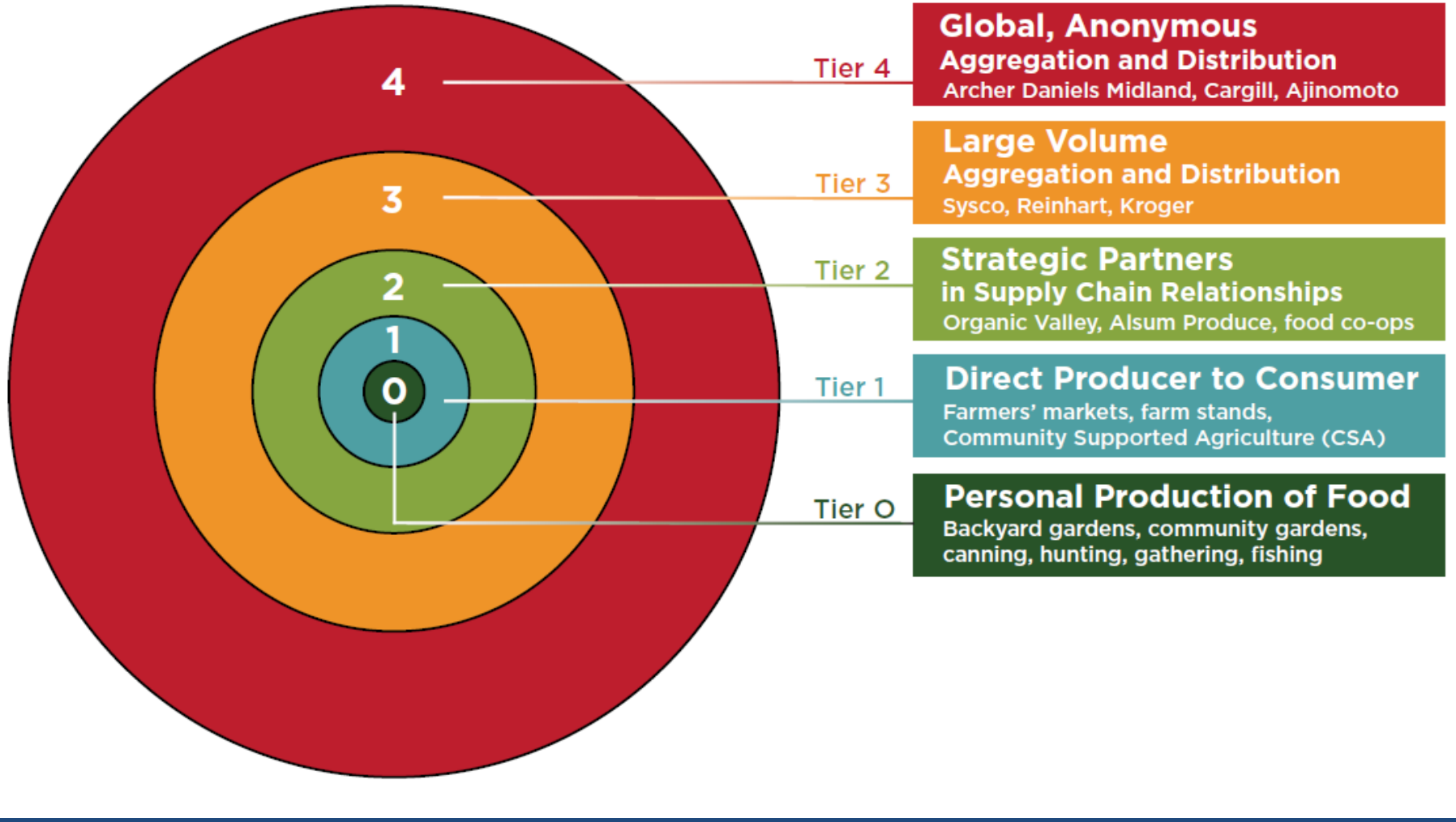
Farms with Milk Cows in Clallam County



Agriculture in Our Times

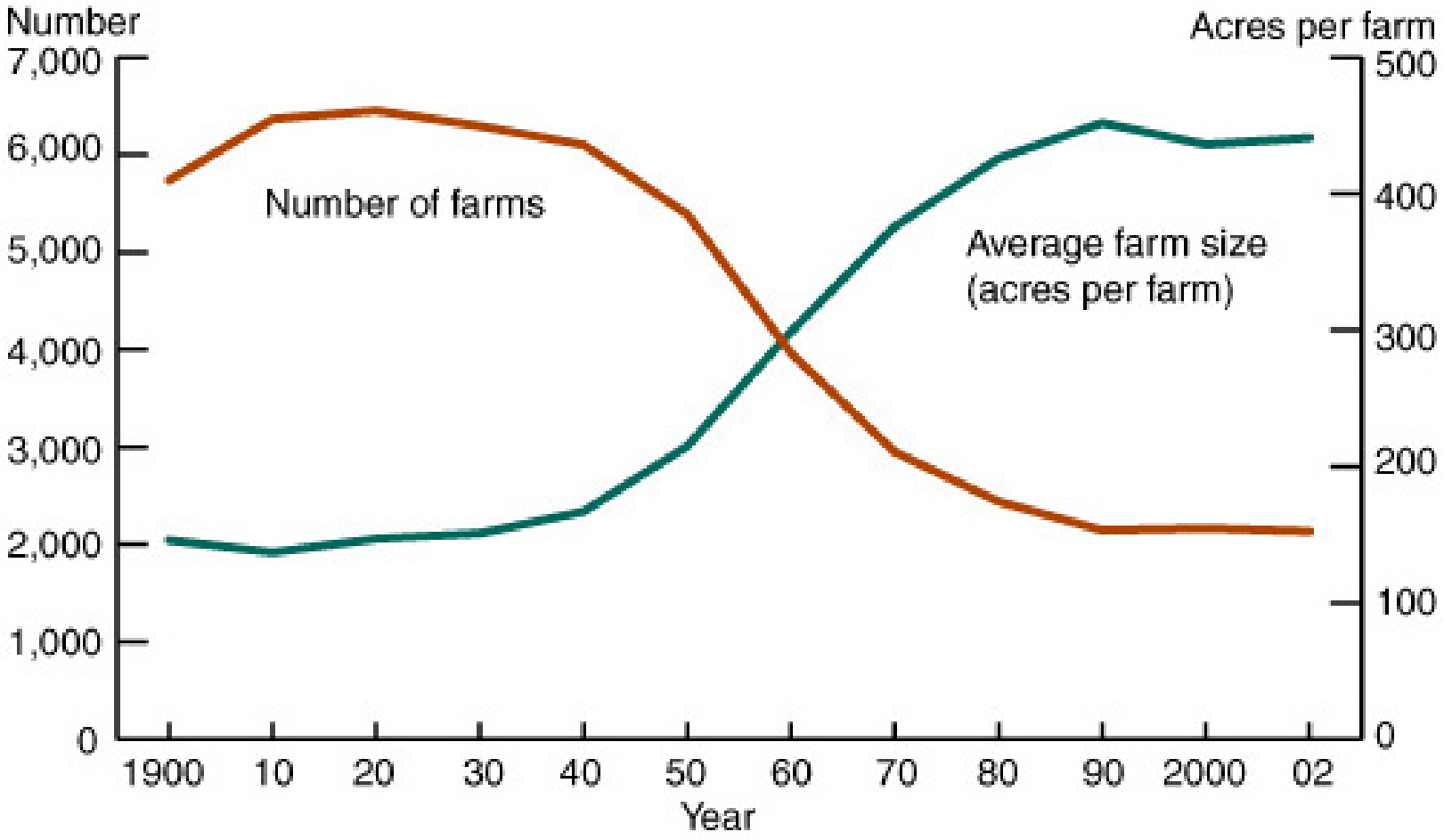


Tiers of the Food System

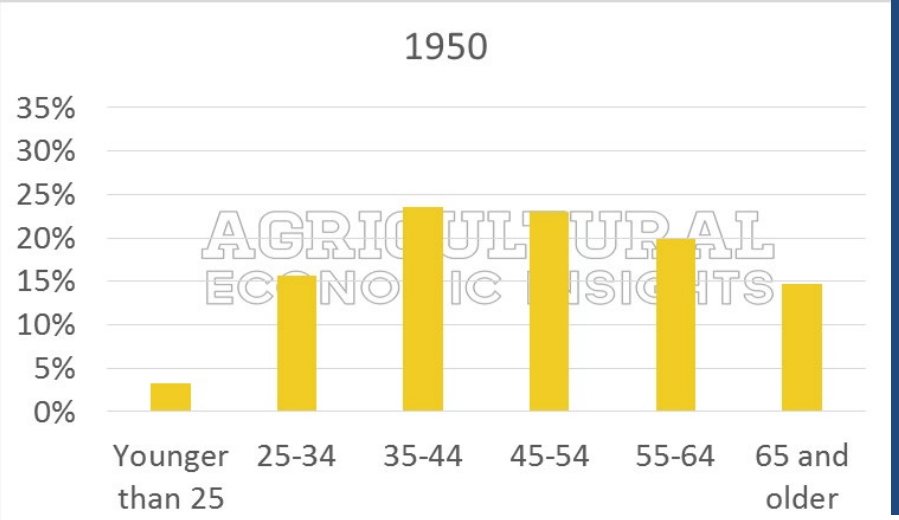


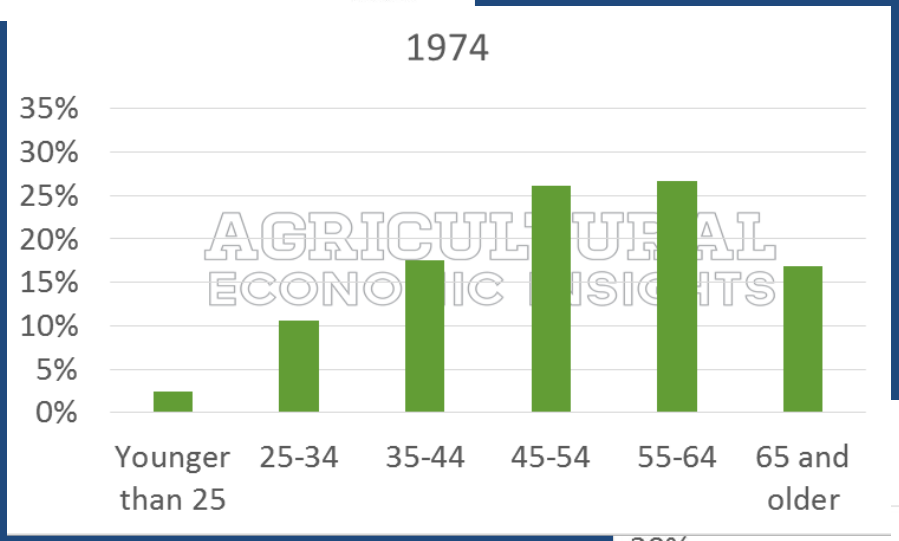
Source: *UW-Madison Center for Integrated Agricultural Systems*

As the number of farms declined, their average size increased



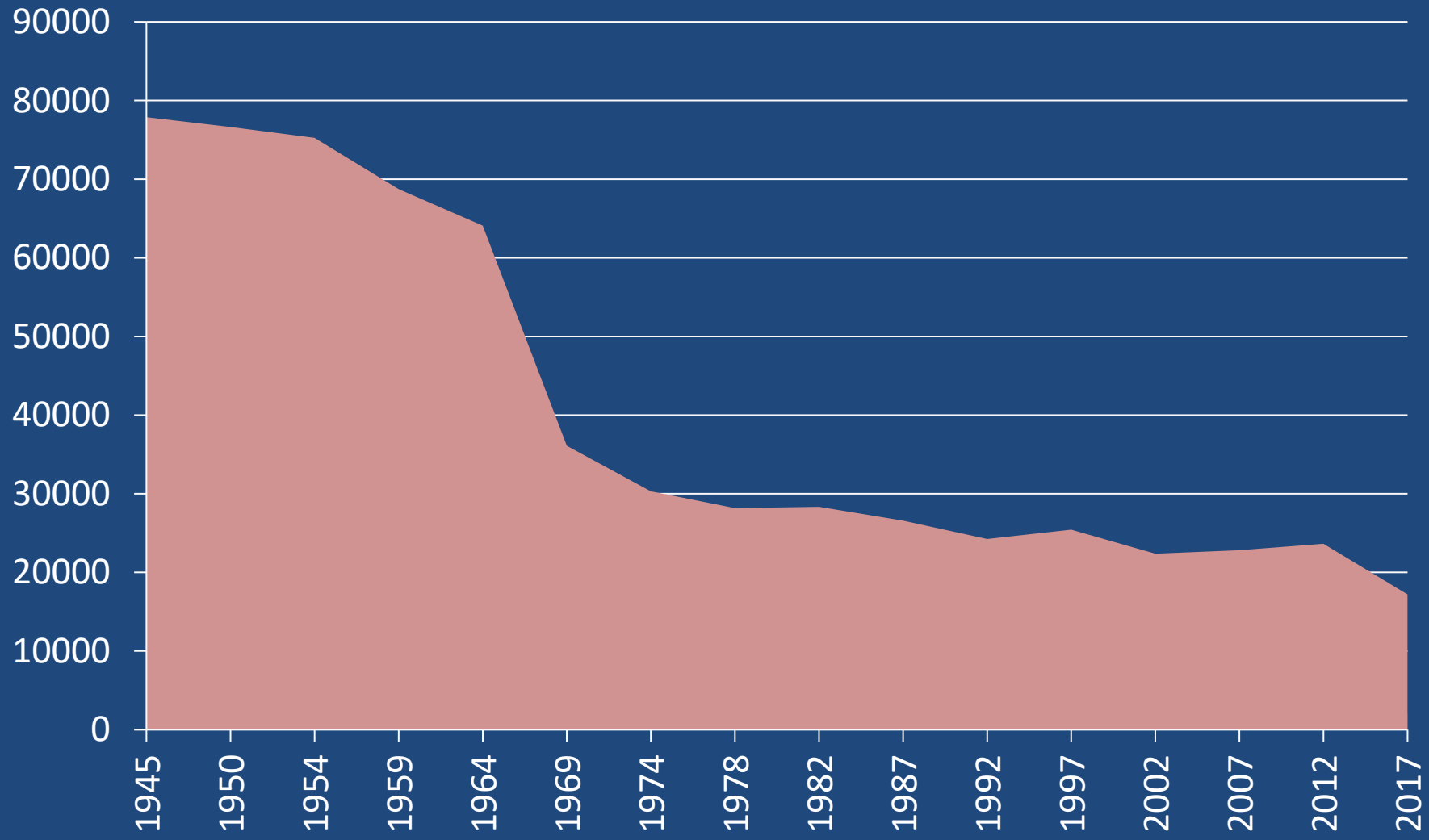
Source: Compiled by Economic Research Service, USDA, using data from *Census of Agriculture, Census of Population*, and *Census of the United States.*


1950
35%
30%
25%
20%
15%
10%
5%
0%
Younger than 25
25-34
35-44
45-54
55-64
65 and older

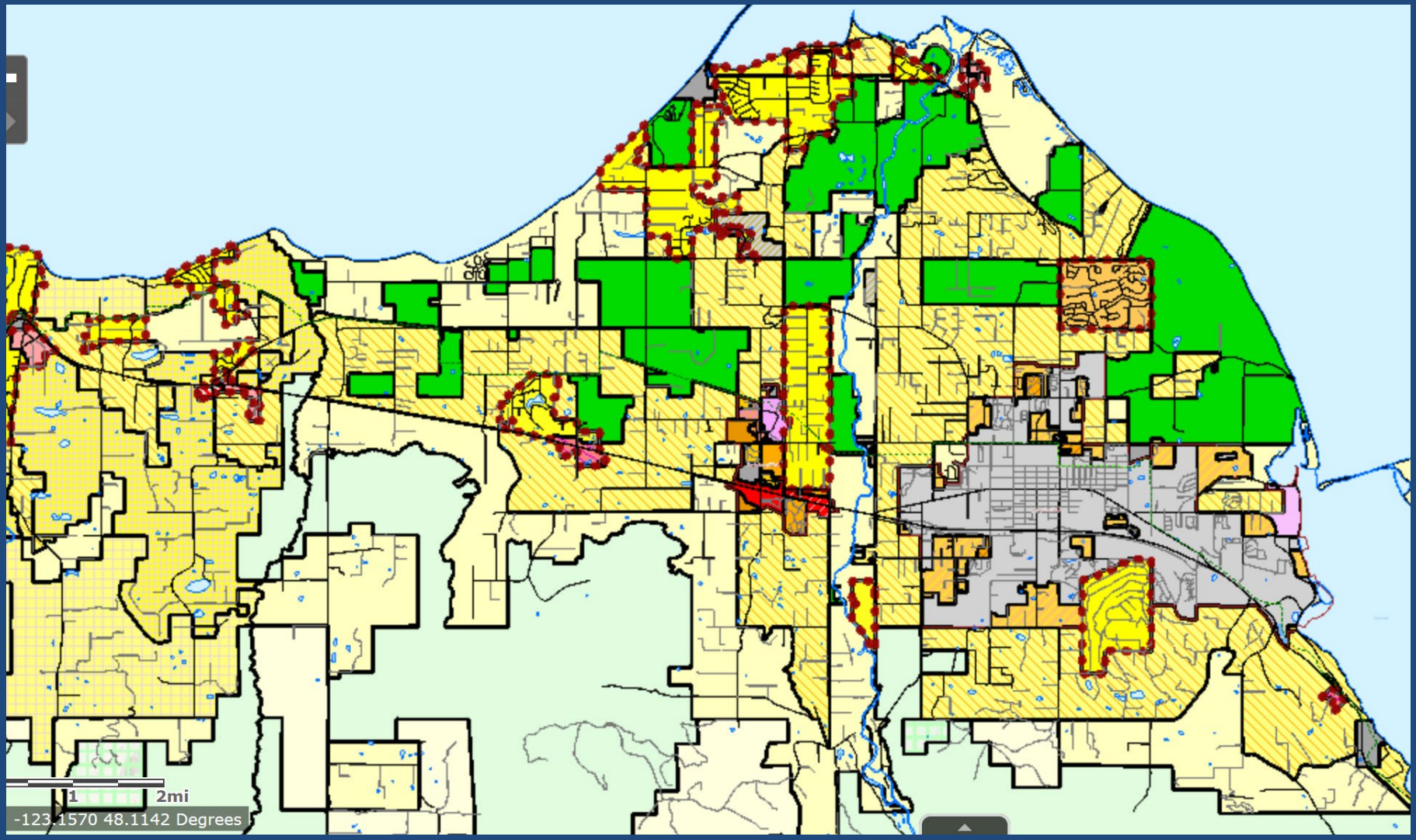

1974
35%
30%
25%
20%
15%
10%
5%
0%
Younger than 25
25-34
35-44
45-54
55-64
65 and older

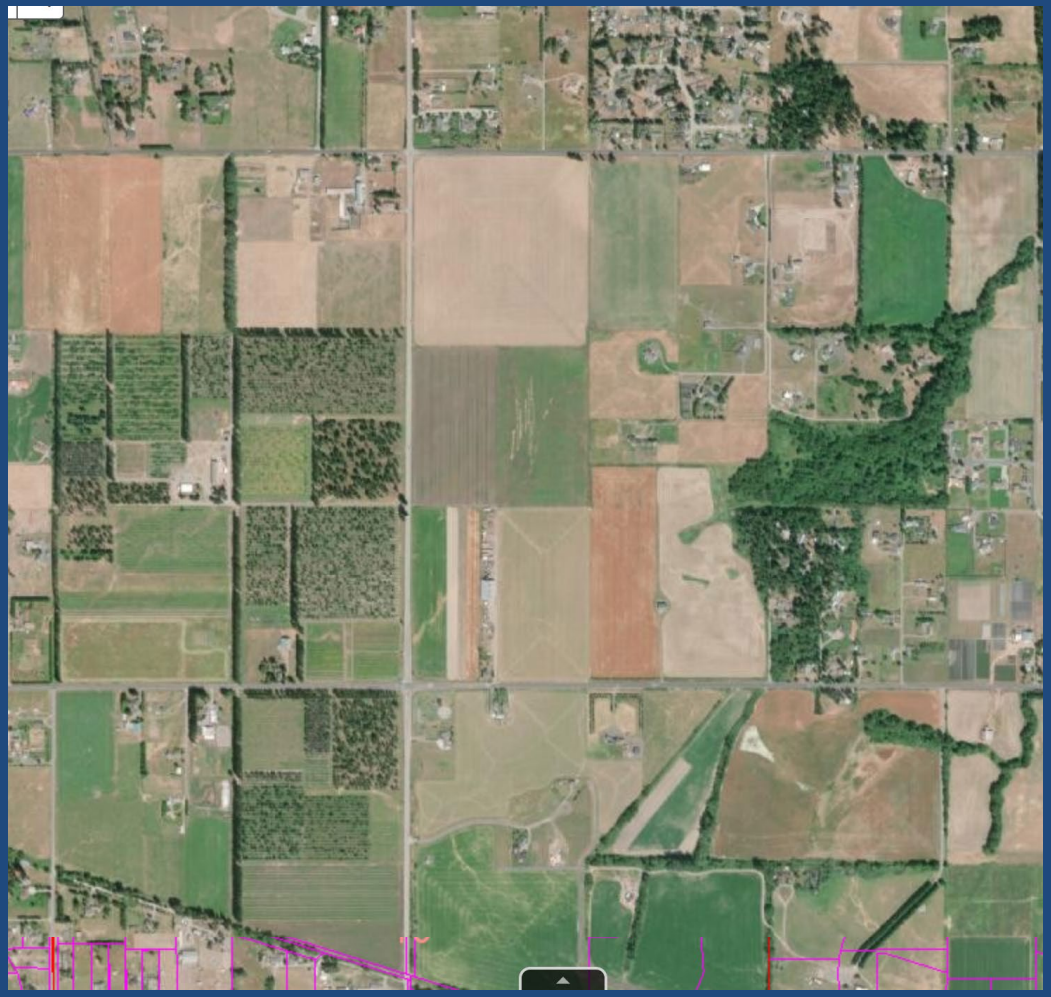

2012
30%
25%
20%
15%
10%
5%
0%
Younger than 25
25-34
35-44
45-54
55-64
65 and older

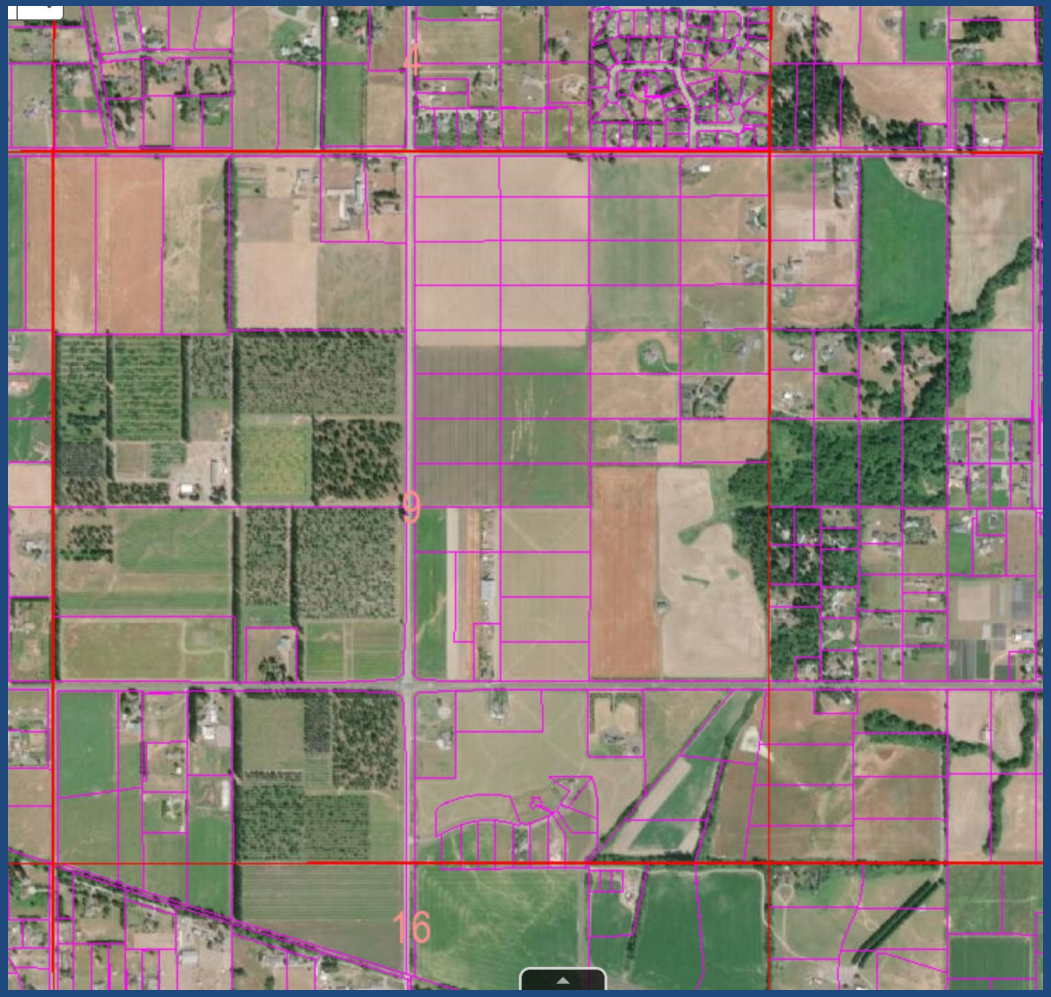
Number of acres farmed in Clallam County



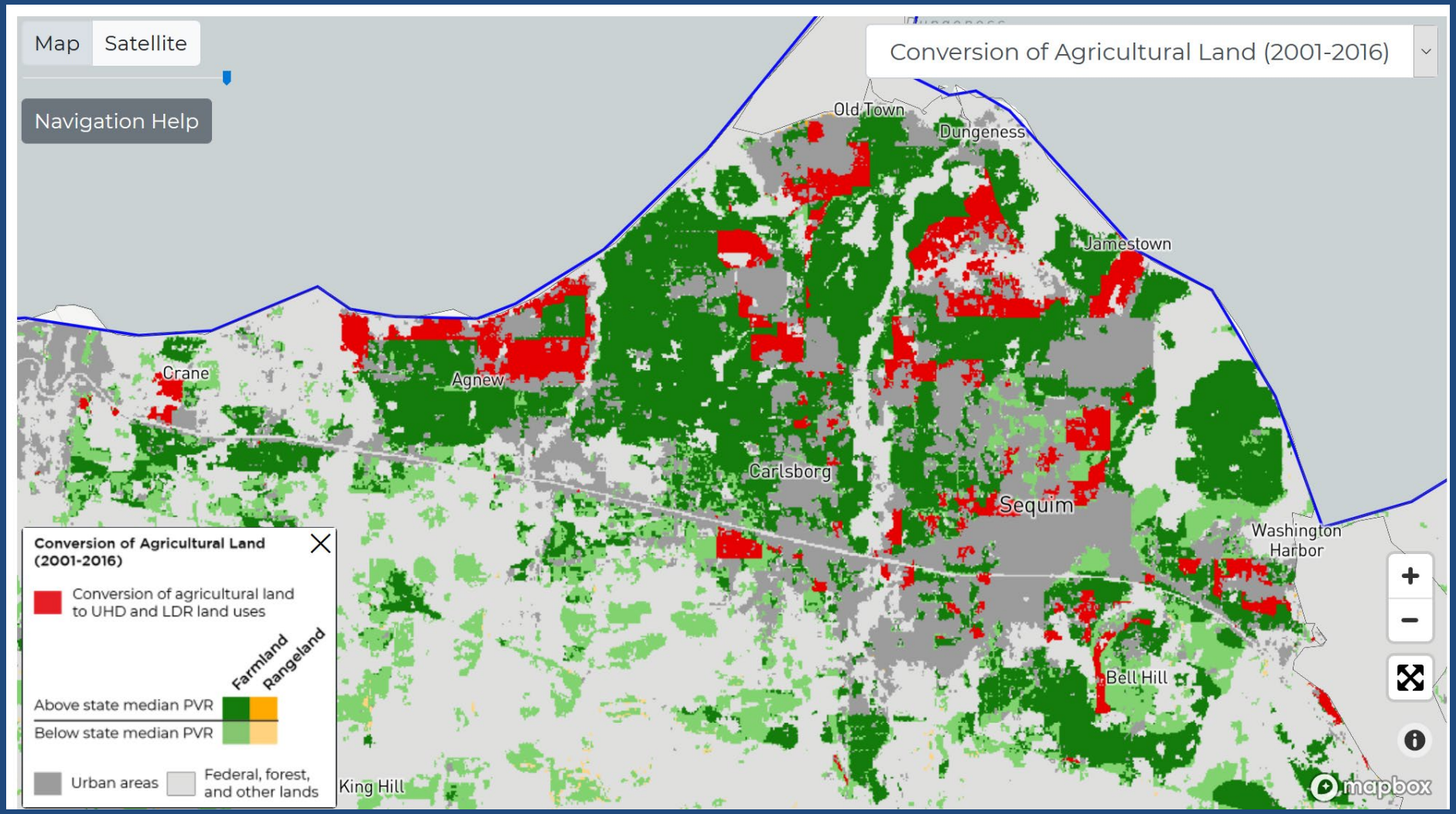
Ag Retention Zones






4
9
16

Conversion of Ag Land



Famers share of Food Dollar



Source: USDA ERS 2011

Farms Adapt!


WASHINGTON STATE
FARM to FOOD PANTRY
PARTNERSHIP
WASHINGTON STATE DEPARTMENT OF AGRICULTURE


OPEN!
THE FARM
FRESH EGGS & ORGANIC PRODUCE
CUCUMBER
SQUASH
KALE
RADISH
BASIL
BEETS
CARROTS
GARLIC
SWISS CHARD
ONIONS
CABBAGE
AND MUCH MORE!




JOHNSTON Farms
FARMERS MARKET



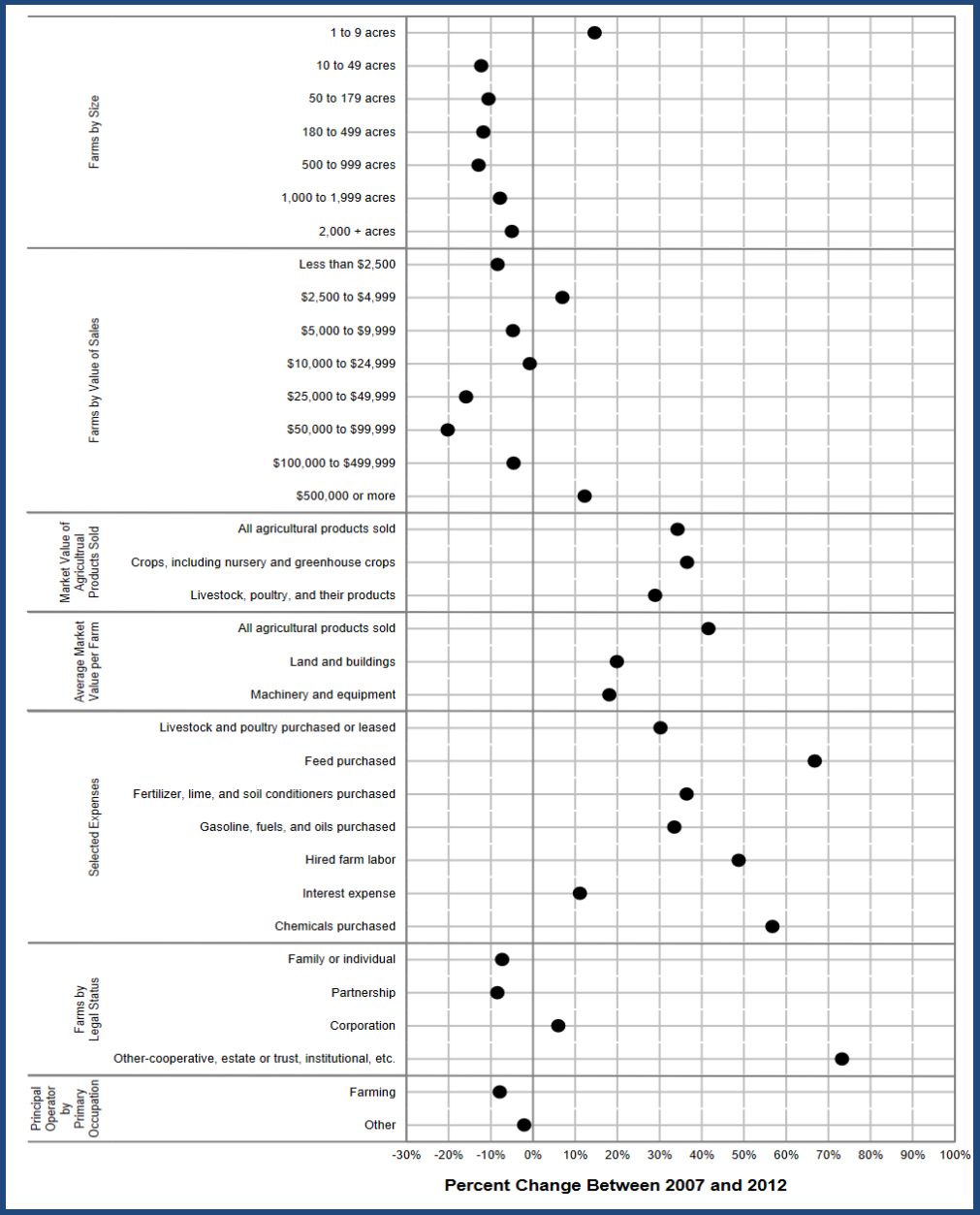
2017 Census of Agriculture

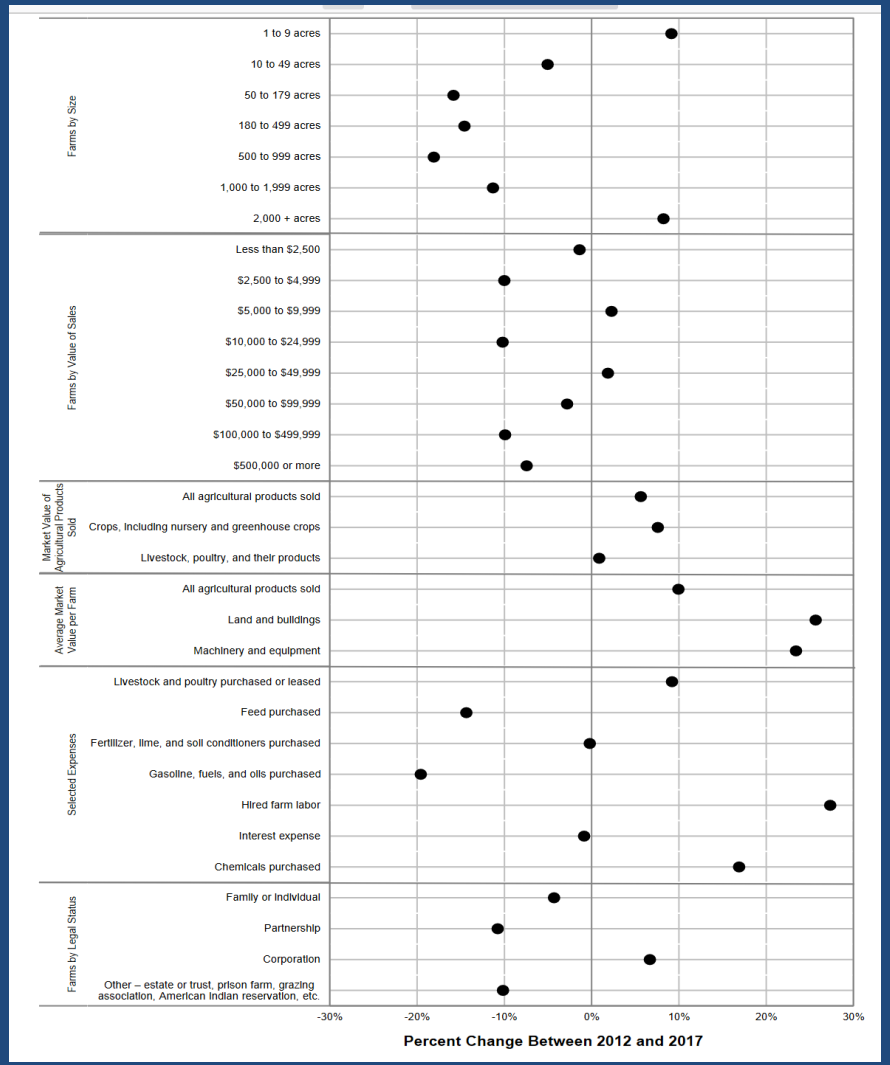
Washington
Clallam County

5/22/19

Christopher A. Mertz, Northwest Regional Director

2017 CENSUS OF AGRICULTURE
USDA
United States Department of Agriculture
National Agricultural Statistics Service
www.nass.usda.gov/AgCensus


Farms by Size
1 to 9 acres
10 to 49 acres
50 to 179 acres
180 to 499 acres
500 to 999 acres
1,000 to 1,999 acres
2,000 + acres
Farms by Value of Sales
Less than $2,500
$2,500 to $4,999
$5,000 to $9,999
$10,000 to $24,999
$25,000 to $49,999
$50,000 to $99,999
$100,000 to $499,999
$500,000 or more
Market Value of Agricultural Products Sold
All agricultural products sold
Crops, including nursery and greenhouse crops
Livestock, poultry, and their products
Average Market Value per Farm
All agricultural products sold
Land and buildings
Machinery and equipment
Selected Expenses
Livestock and poultry purchased or leased
Feed purchased
Fertilizer, lime, and soil conditioners purchased
Gasoline, fuels, and oils purchased
Hired farm labor
Interest expense
Chemicals purchased
Farms by Legal Status
Family or individual
Partnership
Corporation
Other-cooperative, estate or trust, institutional, etc.
Principal Operator by Primary Occupation
Farming
Other
-30% -20% -10% 0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%
Percent Change Between 2007 and 2012


Farms by Size
1 to 9 acres
10 to 49 acres
50 to 179 acres
180 to 499 acres
500 to 999 acres
1,000 to 1,999 acres
2,000 + acres
Farms by Value of Sales
Less than $2,500
$2,500 to $4,999
$5,000 to $9,999
$10,000 to $24,999
$25,000 to $49,999
$50,000 to $99,999
$100,000 to $499,999
$500,000 or more
Market Value of Agricultural Products Sold
All agricultural products sold
Crops, including nursery and greenhouse crops
Livestock, poultry, and their products
Average Market Value per Farm
All agricultural products sold
Land and buildings
Machinery and equipment
Selected Expenses
Livestock and poultry purchased or leased
Feed purchased
Fertilizer, lime, and soil conditioners purchased
Gasoline, fuels, and oils purchased
Hired farm labor
Interest expense
Chemicals purchased
Farms by Legal Status
Family or individual
Partnership
Corporation
Other – estate or trust, prison farm, grazing association, American Indian reservation, etc.
-30% -20% -10% 0% 10% 20% 30%
Percent Change Between 2012 and 2017

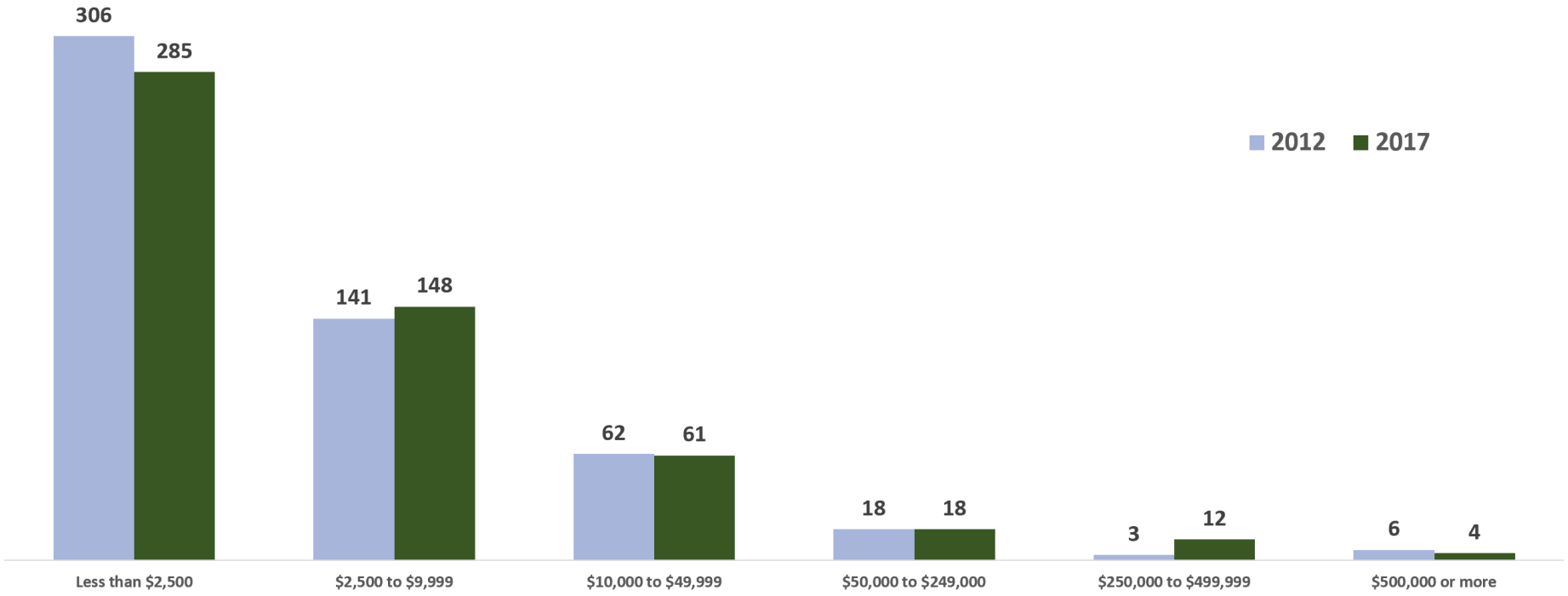
Clallam Farms

Small — **Big**

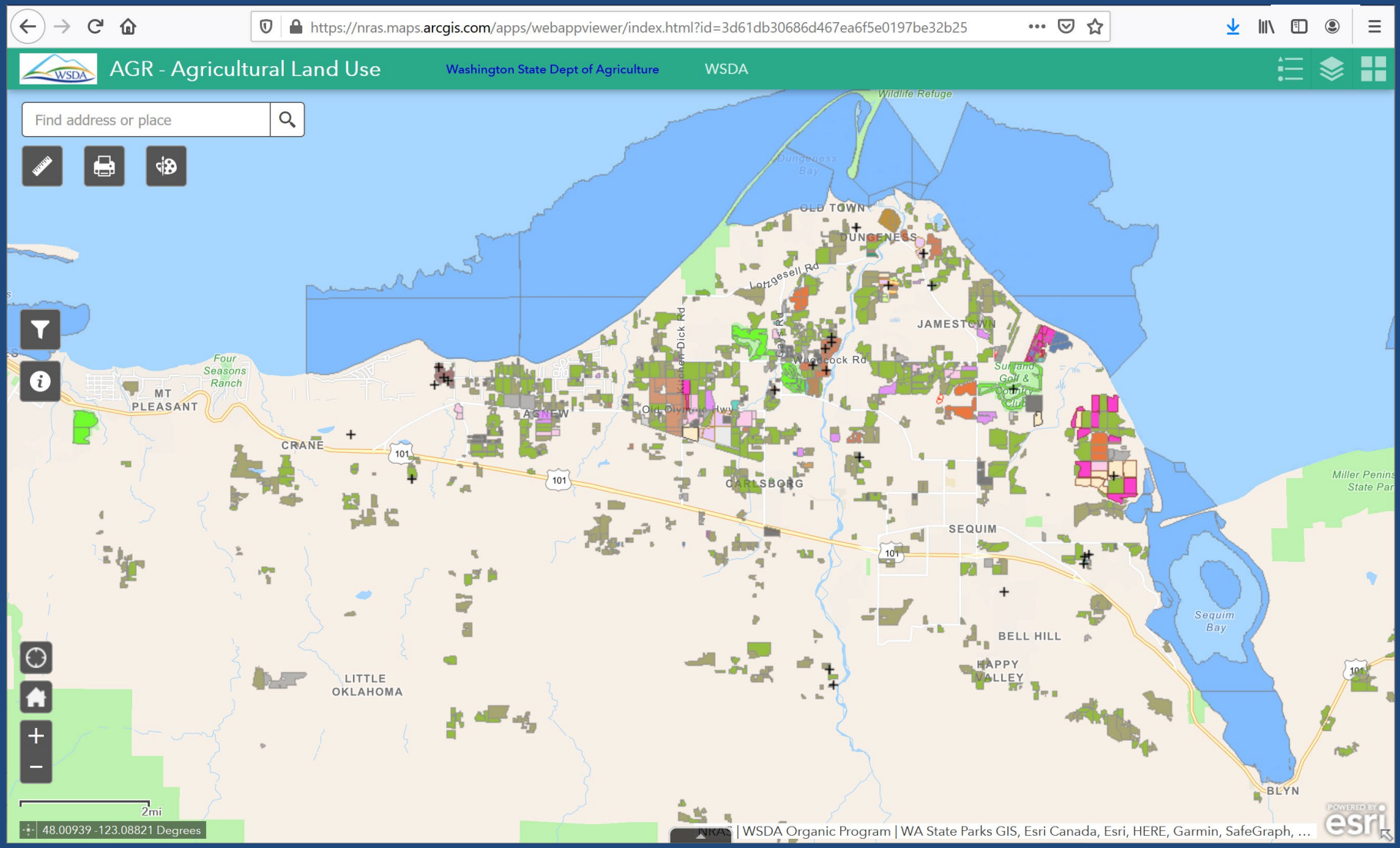
285 farms	148 farms	61 farms	18	12	4
Less than 2,500	2,500K-9,999K	10K-49K	50K-249K	250K-499K	>500K



Number of Farms, by Sales Category, 2012 and 2017, Clallam County



WSDA NRAS Maps



Number of Farms, by Size Category, 2012 and 2017, Clallam County

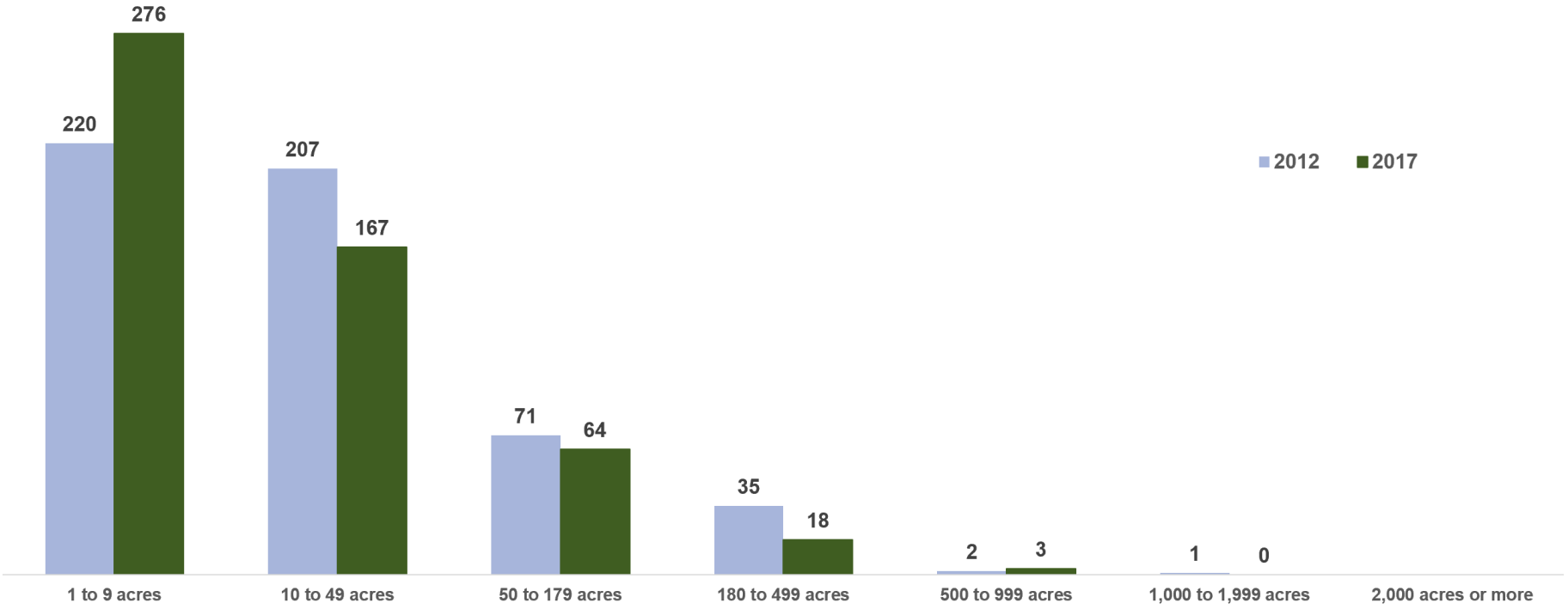
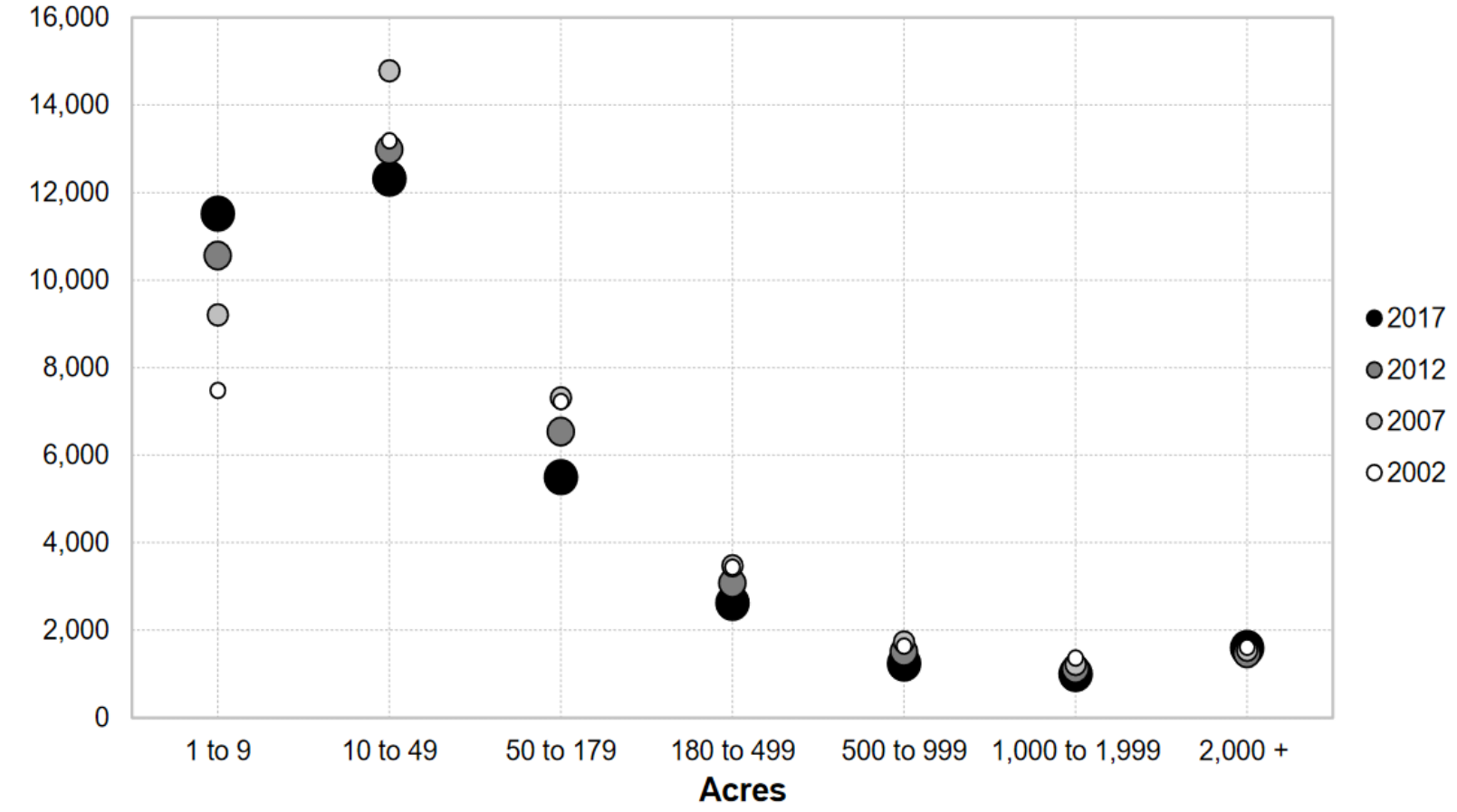
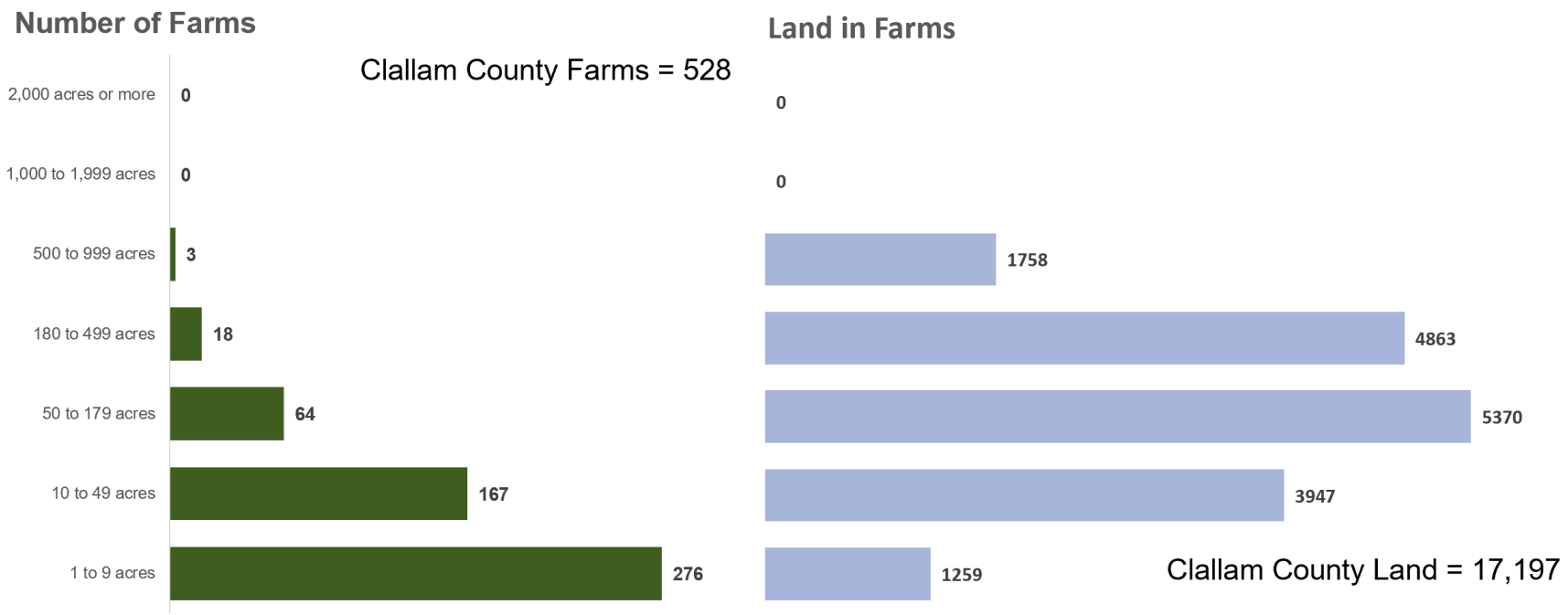


Figure 2. **Farms by Size**

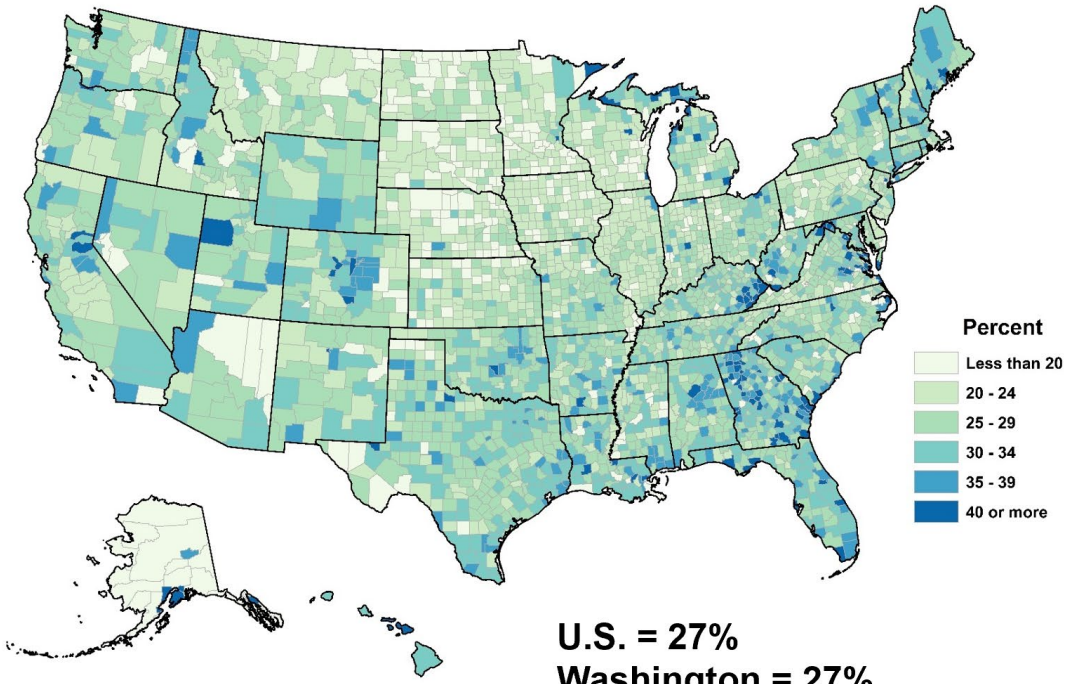


Number of Farms and Land in Farms, by Size Category, 2017, Clallam Co.



New and Beginning Producers (10 years or less on any farm), 2017

As a Percent of All, by County



U.S. = 27%
Washington = 27%
Clallam = 29

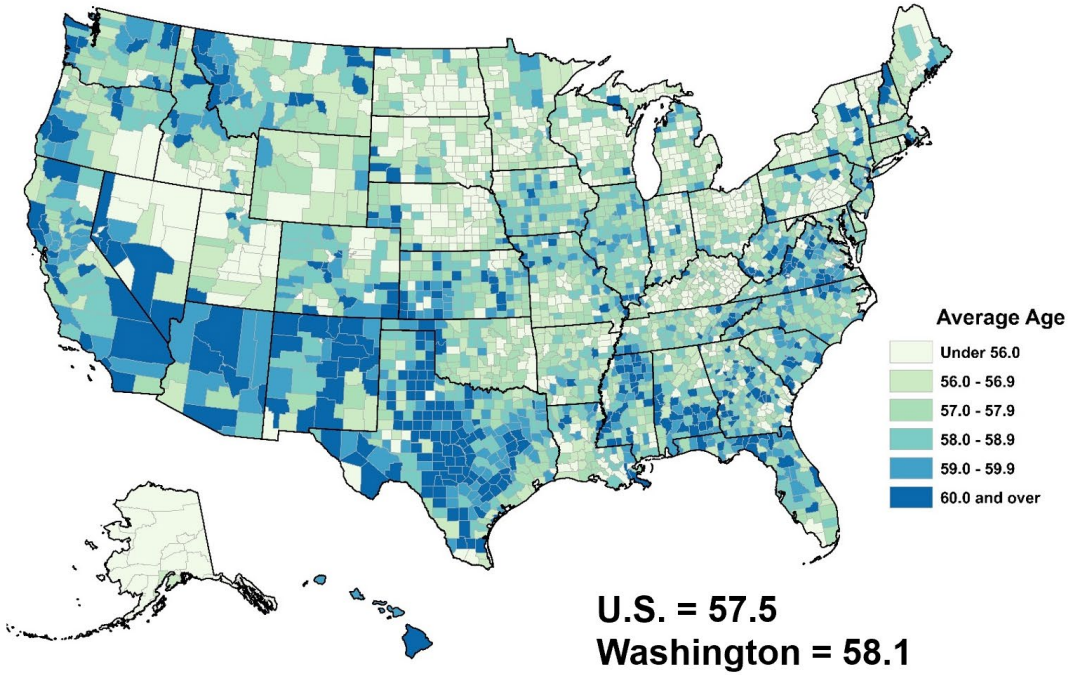
Producers – Clallam County	New and Beginning	All
Number	282	963

Farms – Clallam County		
Number	176	528
Average farm size (acres)	25	33

WA

Average Age of Producers

All Producers, by County, 2017



U.S. = 57.5
Washington = 58.1
Clallam = 61.0

Clallam County - All Producers, 2007 - 2017	
2007	57.6
2012	59.2
2017	61.0

Emerging Trends

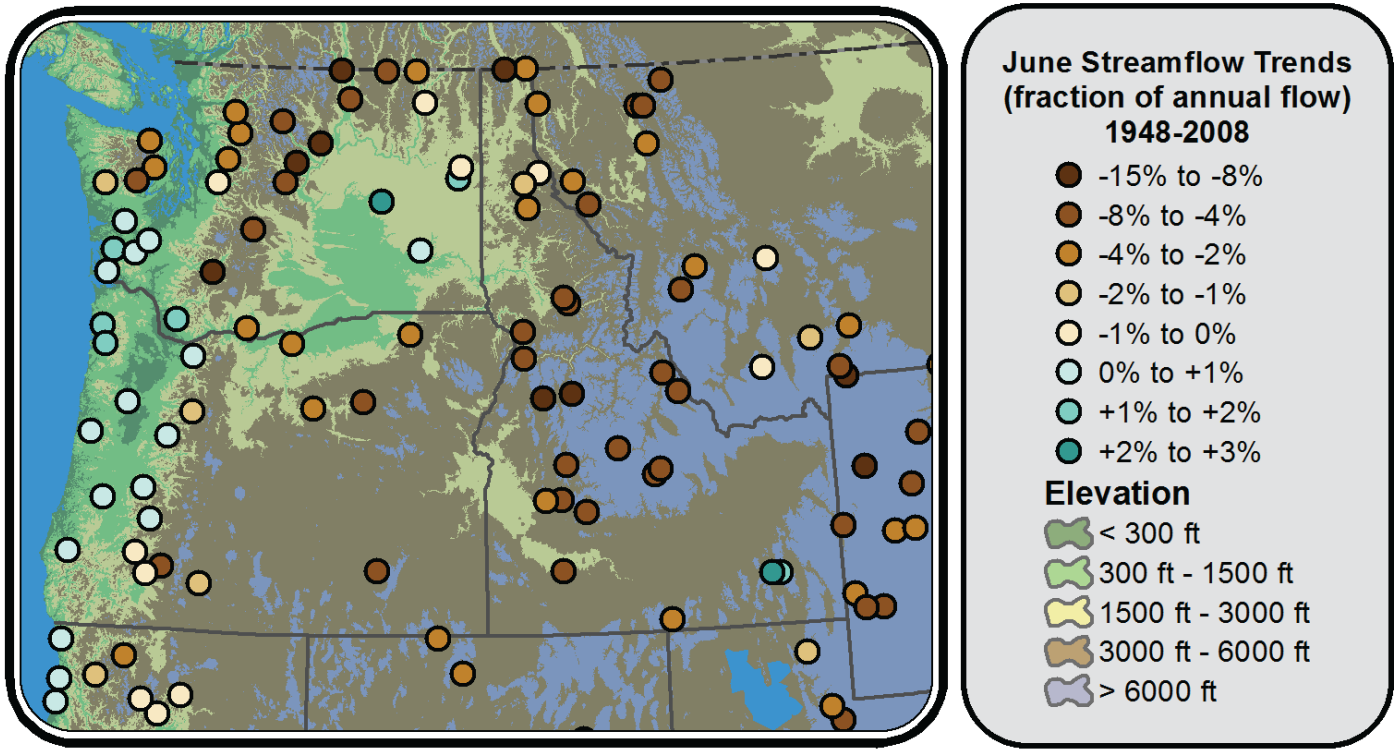


"I don't recall it being quite this humid last July."

Changing Climate

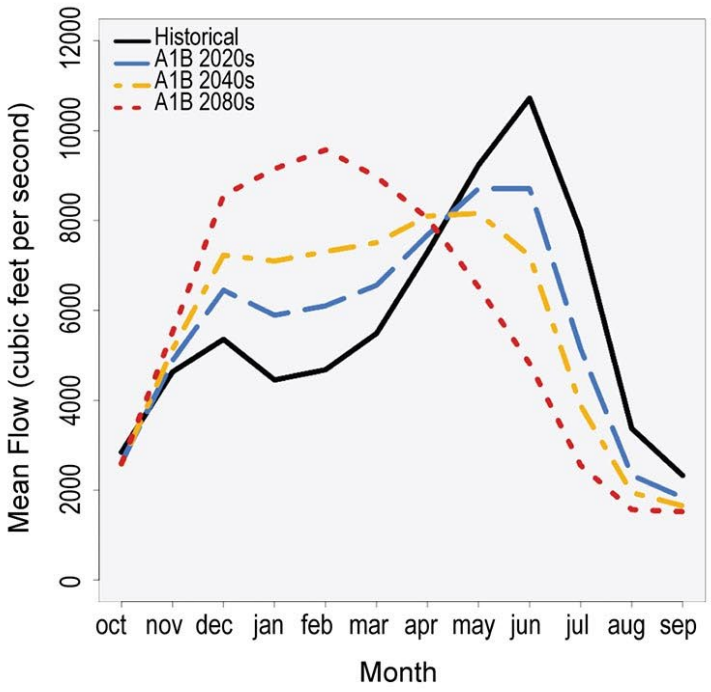
- Temperature increasing
- Effects on snowpack- reduced streamflows

Observed Shifts in Streamflow Timing

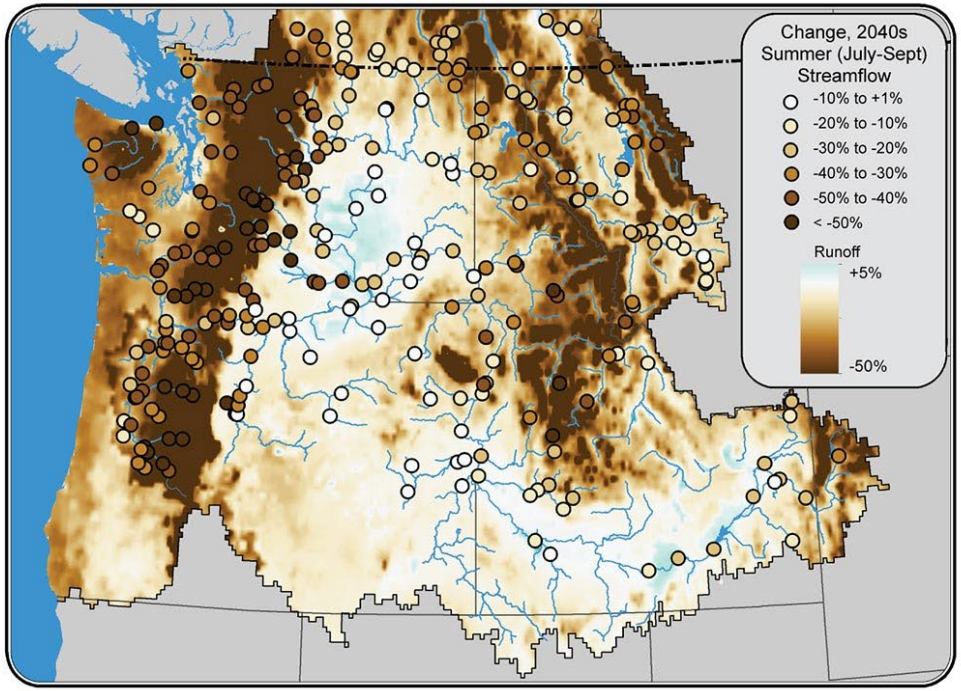


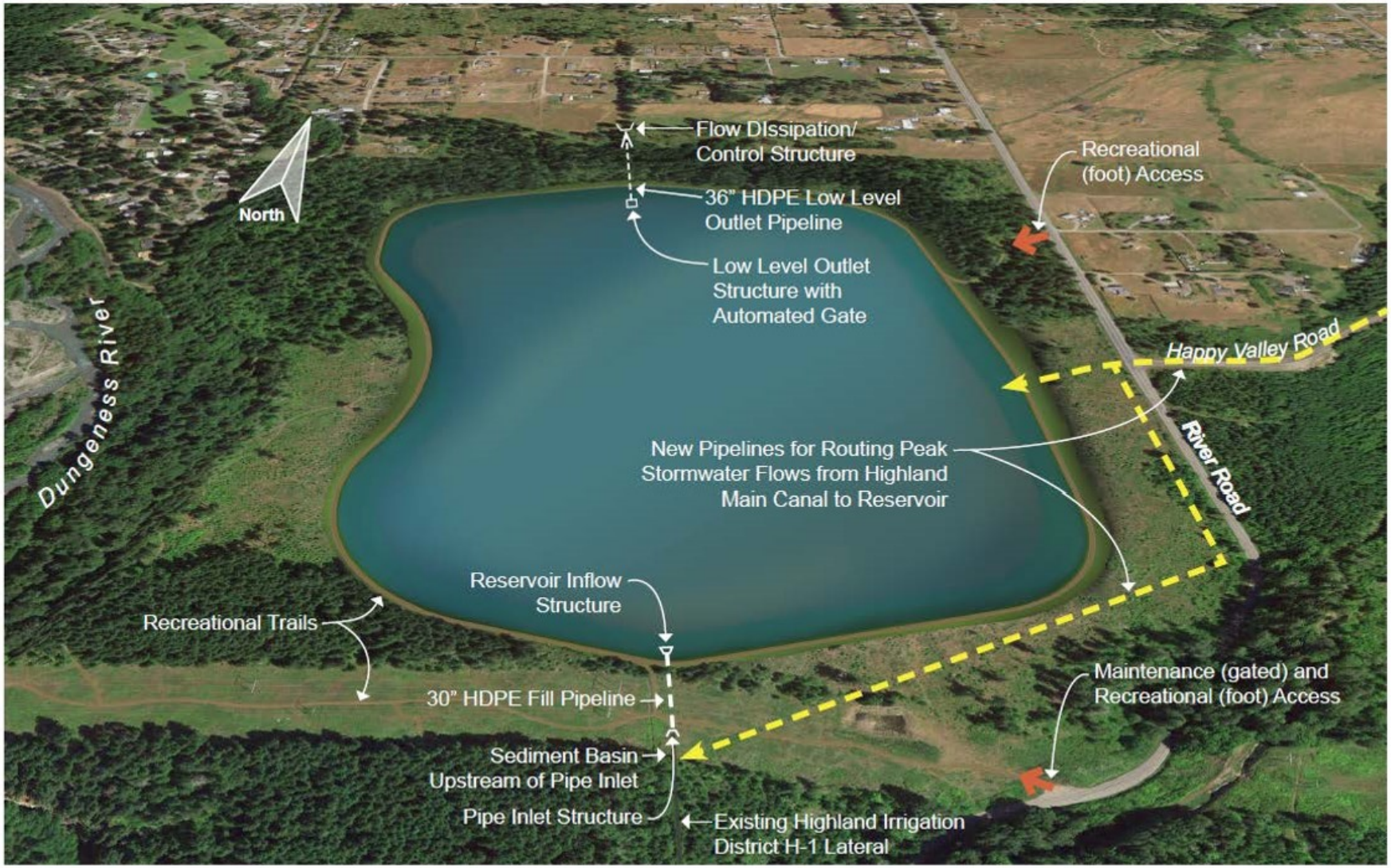
Changing Climate

Future Shift in Timing of Stream Flows



Reduced Summer Flows

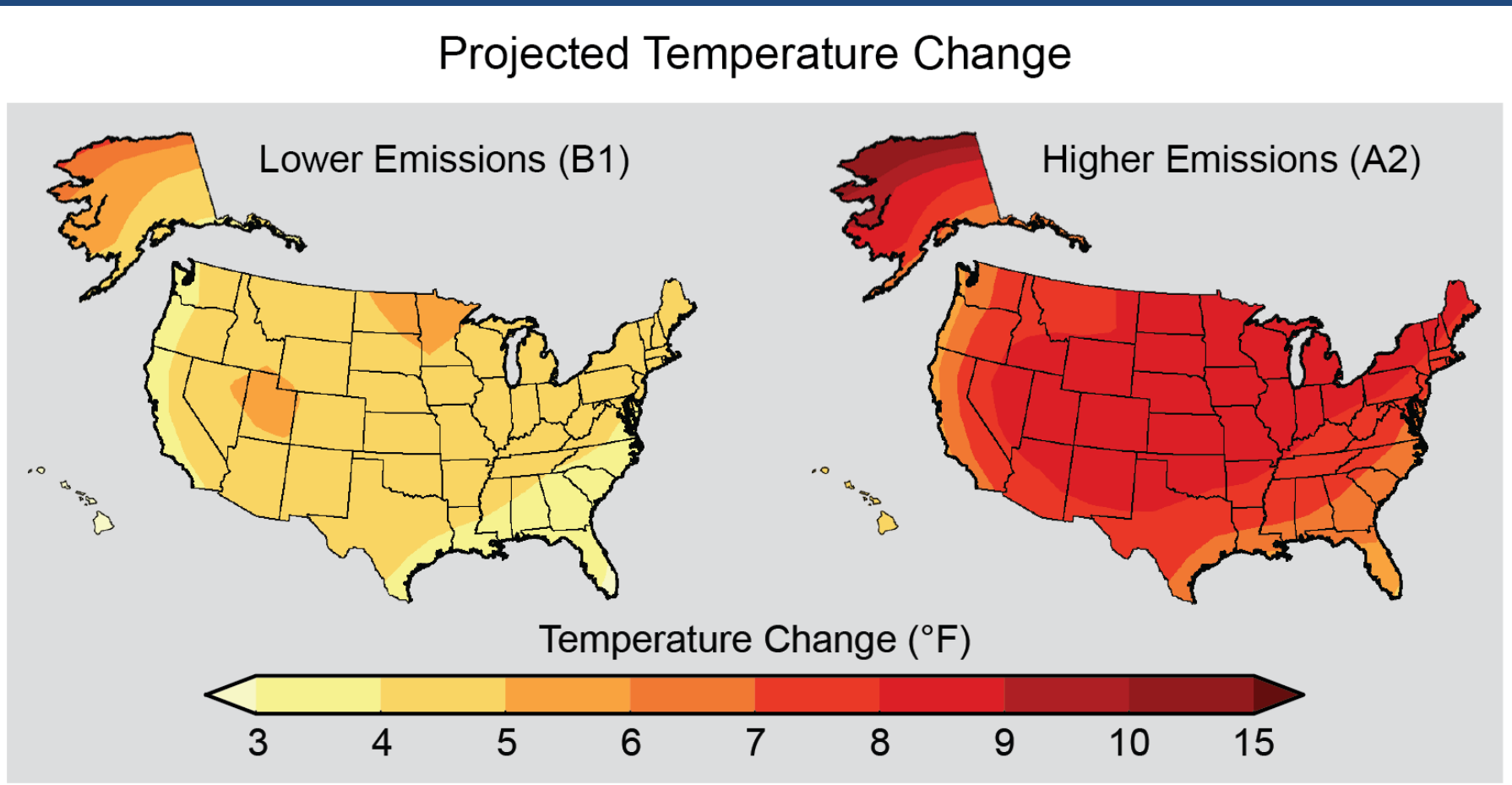




ANCHOR QEA

Figure 3
Conceptual Rendering
Dungeness Off-stream Reservoir
Washington Water Trust - Clallam Conservation District - City of Sequim

Climate Migration



In summary:

- Farmers constantly adapt and innovate, but will always need land and water
- The climate is changing
- More people are coming




APPLES
$1.50 lb



?

2017 CENSUS OF AGRICULTURE *County Profile*





Clallam County
Washington

Total and Per Farm Overview, 2017 and change since 2012

	2017	% change since 2012
Number of farms	528	-1
Land in farms (acres)	17,197	-27
Average size of farm (acres)	33	-26
Total	($)	
Market value of products sold	12,026,000	+13
Government payments	43,000	-9
Farm-related income	2,879,000	+10
Total farm production expenses	18,269,000	+10
Net cash farm income	-3,323,000	-3
Per farm average	($)	
Market value of products sold	22,776	+15
Government payments (average per farm receiving)	2,677	-32
Farm-related income	25,701	+23
Total farm production expenses	34,601	+12
Net cash farm income	-6,293	-5

(Z) Percent of state agriculture sales

Share of Sales by Type (%)

Crops	42
Livestock, poultry, and products	58

Land in Farms by Use (%) [a]

Cropland	43
Pastureland	25
Woodland	24
Other	8

Acres irrigated: 3,486
20% of land in farms

Land Use Practices (% of farms)

No till	14
Reduced till	2
Intensive till	4
Cover crop	7

Farms by Value of Sales

	Number	Percent of Total [a]
Less than $2,500	285	54
$2,500 to $4,999	62	12
$5,000 to $9,999	86	16
$10,000 to $24,999	44	8
$25,000 to $49,999	17	3
$50,000 to $99,999	9	2
$100,000 or more	25	5

Farms by Size

	Number	Percent of Total [a]
1 to 9 acres	276	52
10 to 49 acres	167	32
50 to 179 acres	64	12
180 to 499 acres	18	3
500 to 999 acres	3	1
1,000 + acres	-	-

2017 CENSUS OF AGRICULTURE *County Profile*

Market Value of Agricultural Products Sold

	Sales ($1,000)	Rank in State [b]	Counties Producing Item	Rank in U.S. [b]	Counties Producing Item
Total	**12,026**	**31**	**39**	**2,604**	**3,077**
Crops	**5,093**	**30**	**39**	**2,367**	**3,073**
Grains, oilseeds, dry beans, dry peas	461	24	33	2,274	2,916
Tobacco	-	-	-	-	323
Cotton and cottonseed	-	-	-	-	647
Vegetables, melons, potatoes, sweet potatoes	2,001	16	38	569	2,821
Fruits, tree nuts, berries	655	29	39	583	2,748
Nursery, greenhouse, floriculture, sod	709	25	37	950	2,601
Cultivated Christmas trees, short rotation woody crops	192	12	30	188	1,384
Other crops and hay	1,075	23	39	1,808	3,040
Livestock, poultry, and products	**6,933**	**28**	**39**	**2,300**	**3,073**
Poultry and eggs	108	21	39	1,028	3,007
Cattle and calves	1,122	30	39	2,361	3,055
Milk from cows	(D)	17	29	(D)	1,892
Hogs and pigs	45	22	39	1,139	2,856
Sheep, goats, wool, mohair, milk	87	26	39	1,382	2,984
Horses, ponies, mules, burros, donkeys	(D)	(D)	39	(D)	2,970
Aquaculture	3,305	15	33	82	1,251
Other animals and animal products	90	20	39	783	2,878

Total Producers [c] 963

Sex
Male	502
Female	461

Age
<35	52
35 – 64	468
65 and older	443

Race
American Indian/Alaska Native	17
Asian	15
Black or African American	-
Native Hawaiian/Pacific Islander	7
White	913
More than one race	11

Other characteristics
Hispanic, Latino, Spanish origin	43
With military service	162
New and beginning farmers	282

Percent of farms that:

Have internet access	**84**
Farm organically	**4**
Sell directly to consumers	**20**
Hire farm labor	**25**
Are family farms	**95**

Top Crops in Acres [d]

Forage (hay/haylage), all	4,363
Barley for grain	568
Wheat for grain, all	(D)
Corn for silage or greenchop	(D)
Vegetables harvested, all	199

Livestock Inventory (Dec 31, 2017)

Broilers and other meat-type chickens	82
Cattle and calves	3,435
Goats	352
Hogs and pigs	280
Horses and ponies	634
Layers	4,019
Pullets	580
Sheep and lambs	840
Turkeys	212

See 2017 Census of Agriculture, U.S. Summary and State Data, for complete footnotes, explanations, definitions, commodity descriptions, and methodology.
[a] May not add to 100% due to rounding. [b] Among counties whose rank can be displayed. [c] Data collected for a maximum of four producers per farm.
[d] Crop commodity names may be shortened; see full names at www.nass.usda.gov/go/cropnames.pdf. [e] Position below the line does not indicate rank.
(D) Withheld to avoid disclosing data for individual operations. (NA) Not available. (Z) Less than half of the unit shown. (-) Represents zero.

USDA is an equal opportunity provider, employer, and lender.

Community Vision Statement for Clallam County's Agricultural Sector
January 2017

Farming is an essential part of Clallam County's history, culture, natural environment and economy. The county has a vibrant agricultural community with diverse assets, including high quality soils, a historically robust water supply, a wide range of working farms, and a mild climate suitable for year-round growing. These assets put the county in a strong position to seize opportunities presented by several emerging trends:

- Demand for locally produced food continues to rise at the national, regional and local level.
- The Puget Sound economy is strong, and this nearby market continues to grow rapidly.
- Changes in food distribution networks are favorable to small farms that can deliver high-demand products to local markets.
- Climate change is likely to improve the region's competitive position versus regions expected to see intensified long-term drought conditions.

To capitalize on these trends, the county's agricultural sector has several key challenges to overcome:

- Local agriculture exists in highly competitive markets, with increasing competition from large producers of organic foods, as well as other Pacific Northwest counties.
- Land-use pressures affect the availability of productive farmland; between 1950 and 2012, the county lost nearly 70% of its farmland. Low-density rural development has broken up many local farming tracts with residential development, and high land values threaten the economic viability of farming.
- The region's water supply faces increased stress from population growth and changing climate patterns.
- Clallam County's average farmer is 62years of age; succession is therefore a critical issue in sustaining the local farming economy.
- High housing costs and a strong economy constrict the labor supply for local farms.

In addition, Clallam lags behind other Pacific Northwest counties in several respects. For example, other regions have more structured relationships within their agricultural communities and cohesive strategies for promoting farms and farm produce, and have used strategies to raise funds for these purposes from state and local sources. In addition, ClallamCounty has minimal resources allocated to agricultural development and infrastructure relative to regional competitors.

Vision Statement

The Clallam County Agricultural Commission envisions a future in which the county's agricultural sector is economically vibrant, the regional food supply is enriched bya wide range of locally-grown products, our rural character is maintained and enhanced by working farms, and farming is an integral part of local community life.

The Commission-convened stakeholder group that conceived this visionalso adopted a strategy for coordinated implementation. This strategy has three components:

Land

The Commission will work with various community partners to preserve farmland across Clallam County. Primary goals of this work are to:

- Permanently protect high-quality agricultural lands from development through the purchase of development rights and other conservation methods
- Build local capacity to facilitate mutually beneficial buyer-seller discussions around farmland transfer, and to educate estate planners and real estate brokers of options available to landowners
- Promote vibrant, self-sustaining farming community hubs to support retention, succession, and demand for land by potential future buyers

- Advocate for zoning changes that promote flexibility and growth of the supply of farmland
- Organizea community-wide coalition around farmland conservation projects and funding.

The top priority to facilitate achievement of these goals is creation and funding of a countywide Conservation Futures program. This program, authorized by RCW 84.34, would be enacted by County Commissioners and funded by a small property tax levy. Similar programs have been employed for decades by 13 Washington counties for land preservation. The Commission will seek partnership of various community organizations in land preservation activities, including North Olympic Land Trust, Clallam Conservation District, WSU Extension, Craft3, and the Clallam County Economic Development Council.

Water

The Commission and partner organizations will collaborate to ensure adequate water supply for future farming in the county. Primary goals of this work are to:

- Promote drought-friendly farming practices, including irrigation efficiencies and crop selection
- Advocate for incentivizing new development in urban growth areas, and mitigation of new water uses
- Maintain water quality through proactive support of best runoff and pasture management practices
- Develop new storage reservoirs.

The top priority to facilitate achievement of these goals is collaborative pursuit of a new Dungeness Reservoir. The Commission will seek partnership of Clallam Conservation District, local irrigation districts, County and city governments in water supply support activities.

Business

The Commission, local farmers and a range of partners will work cooperatively to support farm businesses, increase market access, and promote regional agricultural tourism opportunities. This work will take place at two levels – individual farms/farmers, and the local agricultural economy infrastructure. Primary goals for supporting individual farms and farmers are to:

- Provide education on best farming and business practices, and facilitate a mentoring program
- Ensure availability of financing for small business growth and creation
- Deliver assistance in attaining certification for accessing institutional markets.

Primary goals for developing economic infrastructure are to:

- Conduct a feasibility study of the viability of a local processing operation
- Facilitate a co-branding campaign for local produce
- Establish affordable farmworker housing alternatives
- Promote farm-to-institution markets

The top priority to support farm business goals will be securing the inclusion of and support for agriculture as a key component of Clallam County's economic development strategies. The Commission will seek partnership of various organizations for farm business support, including the Washington State University Extension program, the Economic Development Council, local chambers of commerce, Craft3, Washington State Department of Agriculture, and U.S. Department of Agriculture.

Coordinated pursuit of these strategies can benefit Clallam County's economy, landscape, farmers and community at-large for decades to come. The Agricultural Commission will cooperate with public, private and nonprofit sector partners to ensure that this vision serves as a framework for collective action.

CONSERVATION FUTURES

Presentation - Tom Sanford

Agricultural Conservation Easement

About Agricultural Conservation Easement

- Legal agreement between eligible conservancy (eg. North Olympic Land Trust)/government and landowner
- Perpetual/tied to title
- Can be purchased or donated
- Each is tailored to the property a bit, but all agricultural conservation easements ensure that the land can only be used for agriculture in the future
  - Extinguish development rights (while making sure farm has the ability to create needed infrastructure/housing)
  - Limit subdivision
  - Limit impervious surfaces
- Baseline, then monitored by easement holder at least annually

Examples of Clallam County Agricultural Easements









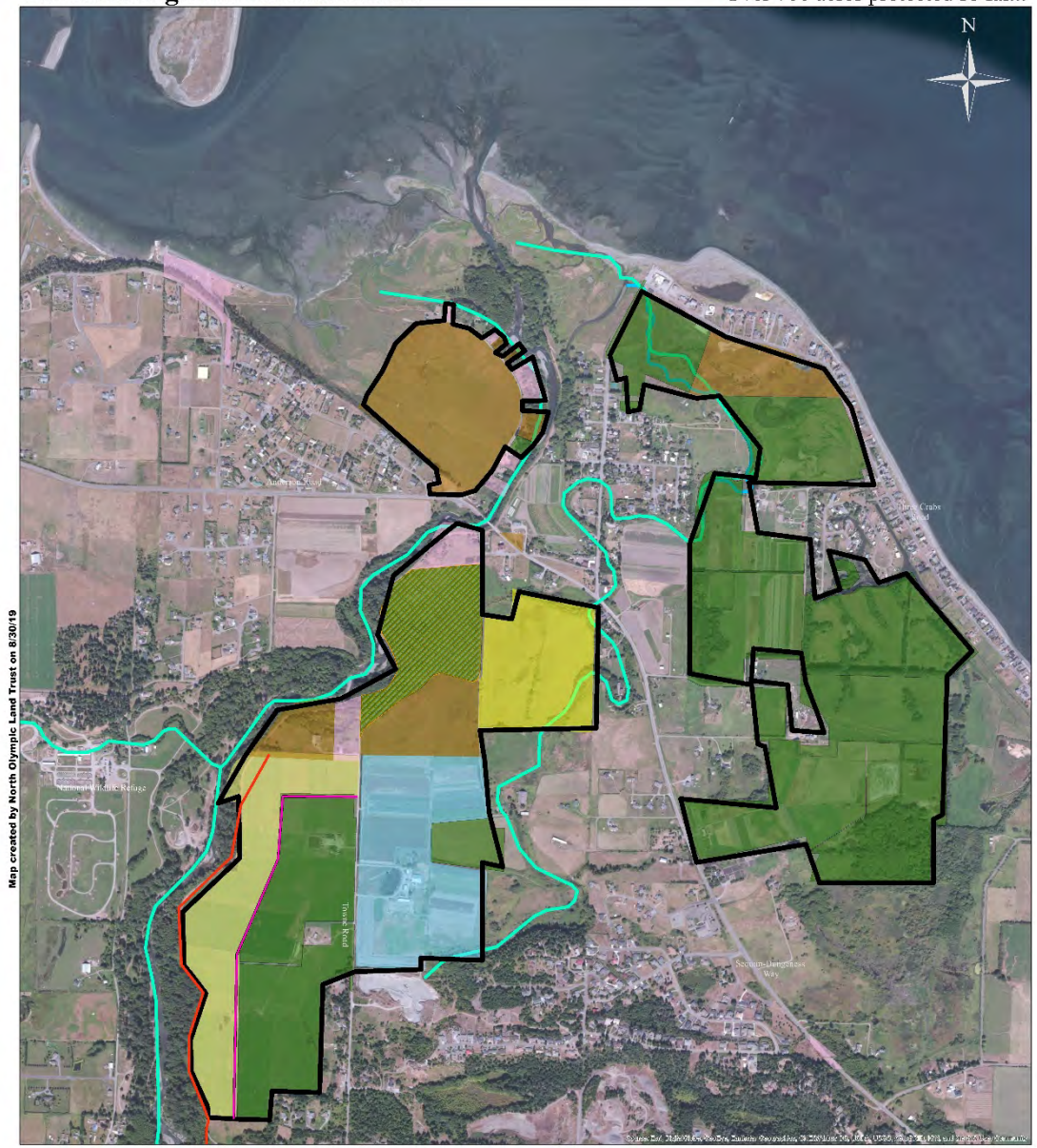






Lower Dungeness Conservation

Over 700 acres protected so far...



NORTH OLYMPIC
Land Trust
celebrating 30 years!
Farms • Fish • Forests

- Land Trust Conserved Land
- Land Trust and WDFW Collaboration
- WDFW
- Department of Transportation
- Clallam County
- JamestownTribe River's Edge Conserved Land
- Washington Farmland Trust
- Proposed New Levee
- Existing Levee


2012 David Woodcock

Case Study – Dungeness Valley Creamery




Devina
128


CREAMERY



Current funding sources

- Conservation Futures can be most effective when leveraging other funding sources, either on a specific project or for a suite of projects
- Other sources include:

Source	Frequency	Amount	Notes
Federal through USDA	Apply annually	Up to ½ of easement value	Very competitive, bureaucratic and cumbersome, prefer larger farms
State - Washington Wildlife & Recreation Program (RCO)	Apply every other year	Up to ½ of easement value and ½ of eligible transaction costs	Very competitive, timing can be tricky. Apply in early even-year, funding not available until mid odd-year.
State – Floodplains by Design (Dept of Ecology)	One-time funding through JSKT	1.2M available for Dungeness area	Funding to conserve up to 130 acres near Dungeness – offsetting (2:1) farmland loss due to levee setback
Private fundraising	Mostly project specific	Have raised up to $400,000 for a project	Time consuming and can't be done frequently

CONSERVATION FUTURES

Bylaws

CLALLAM COUNTY
Conservation Futures Program Advisory Board

Bylaws-proposed

Article I-Object

These Bylaws are promulgated and enacted by the Conservation Futures Program Advisory Board (or "CFPAB") for the governance of the CFPAB.

Article II-Precedence

These Bylaws have been generated and approved in accordance with RCW 84.34.230 and Chapter 5.45 of the Clallam County Code. To the extent any text of these Bylaws is determined to be in conflict with either the state law or the County Code the text of the state law and/or County Code will be controlling. These Bylaws also expressly recognize that state law and County Code may, in the future, be the subject of amendment. Those amended state laws and/or County Code will also be controlling.

Article III-Membership and Terms

A. The CFPAB shall have as many "voting members" as are listed in County Code §5.45.050.
B. "Voting members" shall be appointed to terms of differing lengths in order to stagger the occasions when the position becomes vacant.
C. There shall initially be appointed five (5) "voting members," and each such member shall be given a Position number, 1-5
    a. The appointee holding Position Number 1 will have a term ending December 31, 2024
    b. The appointees holding Positions Number 2 and 3 will have a term ending December 31, 2023
    c. The appointees holding Position Number 4 and 5 will have a term ending December 31, 2022
    d. The term of any person appointed to fill a mid-term vacancy will end upon the date chosen for the normal expiration of that term and the person so appointed mid-term shall be eligible for re-appointment to a full term.
D. The appointment of "members" to the CFPAB will occur in accordance with County Code §5.45.050.
E. There shall be "ex officio" (non-voting) "members" of the CFPAB as described in County Code §5.45.050.
F. A full term shall be four (4) years in length and no longer.
G. Clallam County will appoint one person from the Commissioners' Office to serve as the Administrative Assistant for the CFPAB.

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H. An attorney from the Prosecuting Attorney's Office will provide legal advice and consultation to the CFPAB in its role as an advisory Board to the County Commission BUT not to individual CFPAB members.

Article IV- Purpose of Conservation Futures Program

The purpose of the Conservation Futures Fund is to acquire interest or rights in real property in order to maintain, preserve, conserve and otherwise continue in existence adequate open space lands for the production of food, fiber and forest crops, and to assure the use and enjoyment of natural resources and scenic beauty for the economic and social well-being of the county and it's citizens.

Amounts placed in the conservation futures fund shall be used to acquire rights and interests in farm and agricultural land, open space land, timberland, and public access to water on a voluntary basis, as established in Chapter 84.34 RCW and for the maintenance and operation of any property acquired with these funds. The purpose is to protect, preserve, maintain, improve, restore, limit the future use of, or otherwise conserve the property for public use or enjoyment. Included are debt issuances and debt service costs related to bond monies and repayment in instances where bonds are issued to further these purposes.

~~And t~~The amount of revenue used for maintenance and operations of real property, the rights or interests of which were acquired pursuant to the terms of RCW 84.34.210 and 84.34.220, i.e., Conservation Futures Funding, may not exceed fifteen percent of the total amount collected from the tax levied under RCW 84.34.230 in the preceding calendar year. Revenues from this tax may not be used to supplant existing maintenance and operation funding.

All monies collected during the initial 10-year period shall be expended for the conservation of farm and agricultural land.

Article V-Duties of the CFPAB

The CFPAB shall recommend to the Board of County Commissioners criteria for selection of the projects to be funded.

The CFPAB shall also make annual or more frequent recommendations to the Board of County Commissioners for projects to be funded as part of the conservation futures program.

The CFPAB shall develop strategic, long-term plans for the program.

Article VI-Meetings

A. Regular meetings of the CFPAB shall be held on dates established at the first meeting of the CFPAB and shall be noticed and conducted in a manner consistent with Ch. 42.30 RCW, the Open Public Meetings Act.
B. At the first meeting of the CFPAB, the "members" shall elect from among the "voting members" a chairperson to run the meetings and organize, with the assistance of the CFPAB's Administrative Assistant, the agenda for the meetings.
C. Special meetings of the CFPAB may be called by the Chair of the CFPAB and shall be noticed and conducted in a manner consistent with Ch. 42.30 RCW, the Open Public Meetings Act.
D. The CFPAB meetings and meetings of a CFPAB committee shall be open to the public and members of the media and shall occur in a location that is handicapped accessible.
E. Public input at CFPAB meetings and committee meetings shall be limited to that time on the meeting agenda set aside for public input.
F. Unless otherwise established by the Chair of the CFPAB, public input (oral testimony) will be limited to three minutes per speaker until such time as all persons wishing to speak have spoken or waived their right to speak, at which time a prior speaker may again speak for not more than two minutes.
G. ~~CFPAB members must attend all CFPAB meetings remotely until such time as the Governor's Proclamation of March 2019 and all related subsequent gubernatorial Proclamations are rescinded, lifted and/or nullified~~. CFPAB meetings will be held in compliance with all health and safety requirements in effect at the time of the meeting.
H. An attendance record of all CFPAB meetings and committee meetings shall be kept.

Article VII- Agenda format

While the Chair has full discretion to establish the agenda for any and all CFPAB meetings, the following "Order of Business" is offered as a default or template agenda format for possible use:

- Open the meeting at the time set
- Pledge of allegiance
- Roll call
- Approval of minutes from prior meeting
- Adoption of agenda
- Review correspondence or communications received by CFPAB
- Unfinished business
- New business
- Public comment

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- Announce date for next meeting
- Adjourn

Article VIII-Quorum

A. Except as otherwise specifically provided in these Bylaws, the attendance (either in person or electronically) of four (4) "voting members" of the CFPAB at the CFPAB meeting shall constitute a quorum for the transaction of business.

Article IX-Voting

A. A majority vote of the CFPAB members present and forming a quorum shall be sufficient for adoption of any motion, including recommendations to the County Commission.
B. There shall be no secret ballots.

Article X-Adoption by the CFPAB of amendments

A. At any meeting of the CFPAB where a quorum (as defined in Article VIII above) is present the CFPAB may, by a majority affirmative vote, change these Bylaws.
B. At any meeting of the CFPAB where a quorum (as defined in Article VIII above) is present the CFPAB may, by a majority affirmative vote, change the criteria by which it ranks and evaluates candidates seeking funds from the Conservation Futures Program. However, such changes in the criteria are only recommendations and do not amend the criteria unless the amendment or revision is also approved by the County Commission.
C. Any amendment suggested pursuant to Sections A and B of this Article must be on the Agenda of one CFPAB meeting and may not be approved or rejected until the next "regular" meeting of the CFPAB in order to provide time for review and consideration of the proposed amendment.

Article XI: Public Hearings

A. The CFPAB has authority to hold such public hearings as it deems necessary at a time, date and place chosen by the Chair and arranged by the Administrative Assistant.
B. Such hearings shall be noticed and held in compliance with the Open Public Meetings Act.
C. If such public hearings are to be held, the CFPAB is encouraged to hold them in diverse locations reflecting the population of the county that resides in the western, central and eastern regions of this County.

Article XII Vacancies

Any vacancies in the CFPAB shall be filled by the decision of the County Commission as decided in a public meeting. If needed, and if applicable, the County Commission may enter into Executive Session pursuant to RCW 42.30.110(1) in order to complete the work of declaring the existence of a vacancy or filling a vacancy.

Article XIII Separate Rules document

Upon motion, and with 3 or more affirmative votes, the CFPAB may propose and adopt a separate document to be known as the "Rules." If such a document is adopted, and a conflict arises between these Bylaws and the 2020 Rules, the text of the Bylaws shall prevail.

Adopted by the Conservation Futures Program Advisory Board this _____day of _____, 2021

_____

Chair – Conservation Futures Program Advisory Board

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Conservation Futures

Next Meeting Date

2021 Conservation Futures Meeting Schedule:

June 9, 2021 at 1 p.m.

July 14, 2021 at 1 p.m.

August 11, 2021 at 1 p.m.

September 8, 2021 at 1 p.m.

October 5, 2021 at 1 p.m. – **MEETING DATE CHANGE**

November 10, 2021 at 1 p.m.

December 8, 2021 at 1 p.m.