



Whidbey Island Conservation District

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Public Meeting Minutes September 25, 2015 9:00 a.m. - 11:00 a.m.

1 Public Meeting

A regular meeting of the Board of Supervisors of the Whidbey Island Conservation District was held at the Whidbey Island Conservation District office, 1 NE 4th Street, Coupeville, WA.

2 Attendance and Quorum

The following Supervisors, being a quorum of the Board, were present:

Sarah Richards – Vice-Chair

Tom Fournier – Auditor

Tim Keohane – Regular Member

Ed Adams – Regular Member

Also in attendance:

Karen Bishop - District Manager

Sandy Welch – Office Administer, Treasurer

Bruce Gordon – WICD Resource Conservation Planner

Rob Hallbauer – WICD Resource Conservation Planner

Sarah Cassatt – WICD Outreach/Education & Resource Conservation Planner

3 Call to Order and Welcome

Sarah Richards, Board Vice-Chair, called the meeting to order at 9:05 a.m.

4 Minutes

Motion (1) Tom Fournier moved to approve the minutes of the August 27, 2015 meeting. Motion passed.

5 Financials

Sandy Welch presented the financial report. Board discussed possible alternatives for current Edward Jones Simple IRA. Board asked Sandy to check with the bank for a better account with higher interest return for the Leave Reserve funds.

Motion (2) Tom Fournier moved to approve the August 27 – September 25, 2015 P & L and voucher report including vouchers #5372 - 5394 (\$24,642.90); POS purchases (\$175.84); and EFTPS for monthly 941 payroll tax (\$4,498.38) all totaling \$29,317.12. Motion passed.

FY16 Funding and Budget revision - Reviewed and discussed latest FY16 budget draft and implications of the Farm Tour hiatus.

Motion (3) Tom Fournier moved to approve the revised FY16 budget including amendments to Farm Tour income and expenses. Motion passed.

Office Space Final Lease - Discussed conditions of proposed lease. Board asked Karen to note CPI date and reference on the lease.

Motion (4) Ed Adams moved to approve the office lease extending through Nov 1, 2020. Motion passed.

6 Plant Sale

Discussed possible facilities for packing and distributing the plant orders. Sarah Richards recommended continued negotiations with Greenbank Farm. Discussed possibility of selling left over plants at Master Gardener event the following weekend.

- 7 **WSCC**
Cost Share Funding - Bruce Gordon introduced the current CPDS Cost Share ranking which includes 2 new landowners and does not include one landowner previously on the list who has chosen not to pursue funding. Bruce explained the process for breaking a project into 2 phases to meet the \$50,000/year limit. This is particularly useful for a waste storage facility where the roof can be a second phase done the following year. Tim Keohane agreed to work with staff on estimating expenses for cost share projects.
Motion (5) Tom Fournier moved to approve new project ranking that includes two new landowners. Motion passed.
Motion (6) Ed Adams moved to approve NPS 1 cost share funding from WSCC. Motion passed.
- Livestock Funding Addendums** - Karen Bishop presented the addendums she prepared for the WSCC Livestock funding.
Motion (7) Tim Keohane moved to approve the WSCC Livestock funding addendums. Motion passed.
- Cultural Resources** - WICD Staff introduced Governor's Executive Order GEO-05-05 regarding Cultural Resources. Discussed the process and the implications to Cost Share projects and partners, current and future. There was agreement that an "Unanticipated Discovery Plan" should be developed and adopted. Sarah Cassatt will develop a list of steps to follow for addressing Cultural Resources, including an "Unanticipated Discovery Plan."
- 8 **Ebey's project Update**
Cultural Resources are being worked on by NPS Cultural Resources professionals. Karen is working with DOE to amend the scope of work and budget allocation to include conservation planning for an additional 900 acres in the watershed.
- 9 **Forest Plan**
Rob Hallbauer presented the completed Forest Plan 9_15-1.
Motion (8) Sarah Richards moved to approve Forest Plan 9_15-1. Motion passed.
- 10 **Island County Local Integrating Organization – Near Term Actions (NTA's)**
Rob Hallbauer presented updates on Penn Cove, Crescent Harbor, Maxwelton, and Ebey's near term actions that are included in the Island Co. LIO NTA's.
- 11 **Farm Tour**
Sarah Cassatt presented statistics from the recent Tour. Though more money was spent on advertising, visitor numbers did not increase – 1,000 visitors across 12 farms. An estimated 37% were from off-island, with 9% staying in paid accommodations. The Farm Tour Committee agreed to follow the WICD Board's decision to take a year off. They will take that time to transition into what may be a calendar of multiple, smaller events driven by individual farms. Sarah Richards agreed to help with the Farm Tour transition discussions.
- 12 **WACD Area and State Meeting**
Ed Adams will accompany Karen Bishop to the Area Meeting on October 6. Discussed two resolutions - (1)Supervisor voting proxy (2) PMC excess retained earnings - on the agenda for presentation at each meeting.
Motion (8) Sarah Richards moved to support the two resolutions. Motion passed.
- 13 **District Manager Report**
Karen reported on the recent WACD meeting in Ellensburg and discussed the long term funding proposals with the board. She asked if the board would support WICD providing staff assistance to Okanogan CD for fire related landowner issues. Karen encouraged all supervisors to sign up for selected E mail correspondence through the new WSCC subscription service.
- 14 **Upcoming Dates, Review of Motions, Adjourn**
Dates:
October 6, WACD NW Region meeting – Kitsap
October 22, WICD Board meeting, 9:00 – 11:00
Nov. 30 – Dec. 2 – WACD Annual Meeting, Spokane
- Motions:**
Motion (1) Tom Fournier moved to approve the minutes of the August 27, 2015 meeting. Motion passed.

Motion (2) Tom Fournier moved to approve the August 27 – September 25, 2015 P & L and voucher report including vouchers #5372 - 5394 (\$24,642.90); POS purchases (\$175.84); and EFTPS for monthly 941 payroll tax (\$4,498.38) all totaling \$29,317.12. Motion passed.

Motion (3) Tom Fournier moved to approve the budget with amendments to Farm Tour income and expenses. Motion passed.

Motion (4) Ed Adams moved to approve the office lease extending through Nov 1, 2020. Motion passed.

Motion (5) Tom Fournier moved to approve new project ranking that includes two new landowners. Motion passed.

Motion (6) Ed Adams moved to approve NPS 1 funding from WSCC. Motion passed.

Motion (7) Tim Keohane moved to approve the WSCC Livestock funding addendums. Motion passed.

Motion (8) Sarah Richards moved to approve the Forest Plan 9_15-1. Motion passed.

Motion (9) Sarah Richards moved to support the two resolutions. Motion passed.

Meeting adjourned at 11:13 a.m.