

ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE
APRIL 16, 2025

Those interested in attending the meeting virtually may use the following link:

<https://zoom.us/j/98750832914?pwd=3eNmGtLyPYwKV5qvVHv4tc207uylo3.1>

or for voice only, **Dial by your location:** (253) 215-8782

Meeting ID: 987 5083 2914 **Passcode:** 777859

9:00 a.m.	Superior Court
9:15 a.m.	Facilities
9:45 a.m.	Planning & Community Development
10:15 a.m.	Public Health
11:15 a.m.	Treasurer

The Board of County Commissioners meets routinely in Work Session the first three Wednesdays of each month. Work Sessions are held in the Annex Building, Board of County Commissioners' Hearing Room, #B102, 1 NE 6th Street, Coupeville, WA.

Work Sessions are public meetings that provide an informal workshop format opportunity for the Board to review ongoing items with departments or to meet with other agencies, committees, or groups to discuss specific topics of mutual interest. Items are typically reviewed at Work Session before being scheduled on the agenda for the Board's regular Tuesday business meetings.

While Work Sessions do not have time set aside for verbal public comment, written public comment is welcomed and can be directed to the Clerk of the Board by submitting comments to CommentBOCC@islandcountywa.gov. If you have questions regarding public comment, you may call (360) 679-7385. Written public comments are considered a public record.

Times for each department are approximate; a time slot scheduled for a specific department may be revised as the Work Session progresses. Because of the workshop format and time sensitivity, certain items, topics, and materials may be presented that are not included in the published agenda. **If you are interested in reviewing those documents, please contact the Clerk of the Board at (360) 679-7354.**

ASSISTIVE LISTENING AVAILABLE: Please contact the clerk for an assistive listening device to use during the meeting. Please return the device at the end of the meeting.

NOTE: Audio recordings are posted within 48 hours of the meeting date. To listen to the recording visit the [Agenda Center](#) on the Island County website.



ISLAND COUNTY SUPERIOR COURT

WORK SESSION AGENDA

MEETING DATE: 4/16/2025

To: Melanie Bacon, Chair
Board of Island County Commissioners

From: Megan Frazier, Administrator

Amount of time requested for agenda discussion. 15 minutes

DIVISION: Not Applicable

Agenda Item No.: 1

Subject: Contract IAA25724 between Washington State Administrative Office of the Courts and Island County Superior Court

Description: The purpose of this grant is to provide economic support to parents and families involved in Family Treatment Court, known as Family Reunification Court in Island County.

Attachment: Contract IAA25724

Request: *(Check boxes that apply)*

- | | |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular |
| <input type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request | <input type="checkbox"/> Other: _____ |

IT Review: Complete

Budget Review: Complete

P.A. Review: Not Applicable

DIVISION: Juvenile

Agenda Item No.: 2

Subject: Contract between Island County Superior Court and Paul Douhan, MSW, LLC.

Description: The purpose of this contract is to provide professional services as a Sex Offender Evaluator and Therapist for youth involved in Juvenile Court who qualify for a Special Sex Offender Disposition Alternative.

Attachment: Agreement for Professional Services and Attachment 1 "Scope of Work"

Request: *(Check boxes that apply)*

- | | |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular |
| <input type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request | <input type="checkbox"/> Other: _____ |

IT Review: Complete

Budget Review: Complete

P.A. Review: Not Applicable

INTERAGENCY AGREEMENT IAA25724
BETWEEN
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS
AND
ISLAND COUNTY SUPERIOR COURT

THIS AGREEMENT (Agreement) is entered into by and between the Administrative Office of the Courts (AOC) and Island County Superior Court (Court), known collectively as the **Parties**.

I. PURPOSE

The purpose is to provide financial assistance from the Family Treatment Court Federal Grant. Funding has been authorized to provide economic support to parents and families involved with Family Treatment Court (FTC) or Family Recovery Court (FRC) in Washington State. The goal is to reduce parenting stress, promote family stability, support mental health wellness, alleviate poverty-related challenges, and position the courts as a supportive resource for families in crisis.

II. REIMBURSEMENT

The awarded amount is a maximum of five thousand dollars (\$5,000.00) and is inclusive of taxes.

III. SCOPE OF WORK

A. Allowable Expenses: (FTC Federal funds may be used but are not limited to the following)

1. Employment services/job training
2. Relapse prevention
3. Family/marriage counseling or education
4. Life skills training
5. Spiritual and faith-based support
6. Childcare services
7. Housing support including housing application fees, rent, mortgage, or deposits
8. Transportation, car repairs or maintenance, gas cards, Uber/Lyft services
9. Fees, tickets, licensing
10. Bills (electric, gas, phone, cable, water, internet, garbage, etc.)
11. Clothing for parent or child
12. Parent/child bonding activities (zoo, movies, games, birthday parties, etc.)
13. Food for parent or child

14. School photos
15. Haircuts for parent or child
16. Cleaning products
17. Hygiene products or OTC medical needs
18. Self-care for parent or child
19. Educational needs for parent or child as well as school activities or expenses
20. Extracurricular activity fees or related expenses (sports, music, art, etc.)
21. Safety items (bike helmets, car/booster seats, baby monitors/gates, etc.)

B. Court Responsibilities:

1. Monthly Invoice no later than the 15th of each month.
 - Appendix A - Services Rendered Inventory Log. This form is to be completed and submitted with each A-19, along with any/all relevant scanned receipts attached as gathered for auditing purposes.
 - Appendix B - Prepaid Card Inventory Log. This log should maintain a continuous, running total of the prepaid card inventory. There is no need to create a new log each time an A-19 is submitted; simply maintain an ongoing log that tracks the prepaid card inventory.
2. Submit final invoice no later than October 15, 2025.
 - Appendix C – A19 Request for Reimbursement Template
 - Appendix D – A19 Request for Reimbursement Example
3. Grant Subaward Reporting:
 - Appendix E – Grant Subaward Reporting Template
 - March 1, 2025 through June 30, 2025 due no later than July 15, 2025
 - June 1, 2025 through September 30, 2025 due no later than October 15, 2025.
4. Submit completed surveys:
 - Appendix F – Presurvey for Participants no later than July 15, 2025
 - Appendix G – Postsurvey for Participants no later than October 15, 2025
 - Appendix H – Presurvey for Professionals no later than July 15, 2025
 - Appendix I – Postsurvey for Professionals no later than October 15, 2025
5. Meet with AOC Program Manager as needed to review effectiveness of the program.

C. AOC Responsibilities:

1. Provide the following forms/templates:
 - Appendix A - Provide Services Rendered Inventory Log
 - Appendix B - Provide Prepaid Card Inventory Log
 - Appendix C – Provide A19 Request for Reimbursement Template

- Appendix D – A19 Request for Reimbursement Example
- Appendix E – Grant Subaward Reporting Template
- Appendix F – Presurvey for Participant
- Appendix G – Postsurvey for Participants
- Appendix H – Presurvey for Professionals
- Appendix I – Postsurvey for Professionals

2. Meet with Program Point of Contact as needed to review effectiveness of the program.

IV. PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance under this Agreement shall be in effect from March 1, 2025 and continue through September 30, 2025 unless terminated sooner as provided herein or extended in writing by mutual agreement between the parties.

V. COMPENSATION AND PAYMENT

- A. AOC will reimburse the Court a maximum of five thousand dollars (\$5,000.00) inclusive of taxes. Administrative costs, is limited to a maximum of five hundred dollars (\$500) which is 10% of the total allocated funds.
- B. Court shall submit invoices to AOC for expenditures no more frequently than monthly. Invoices shall be submitted on state form A-19 form.

Before payment can be processed, properly-completed, approved A-19 invoices must be submitted to Rachael Munoz-McCormick rachel.munoz-mccormick@courts.wa.gov for approval and processing.
- C. If this agreement is terminated, Court shall only receive payment for performance rendered or costs incurred in accordance with the terms of this agreement prior to the effective date of termination.
- D. Court shall maintain sufficient backup documentation of expenses under this agreement.
- E. Payments made by AOC within 30 days of receipt of a properly-completed A-19 invoice shall be deemed timely.
- F. This amount includes expenses necessary or incidental to performing the items under the Statement of Work, including, but not limited to, travel, lodging and per diem related expenses. Court will submit an invoice after the completion and acceptance of each deliverable listed in the Scope of Work.

Funds cannot be used for:

- Replacing or supplementing the salary of current employees of the Court (employees must be taking on additional work or be a new employee to be eligible for funding),
- Program incentives that constitute a reward or incentive for Court Staff,
- Items and activities outside of the cost categories listed in the contract unless prior approval has been obtained from the AOC Program Manager.

VI. BILLING PROCEDURES

Court will submit properly prepared Form A-19s via email to AOC Financial Services at payables@courts.wa.gov. Invoices shall be submitted no less frequently than quarterly during the term of the contract. Incorrect or incomplete invoices shall be returned by AOC to Court for correction and reissuance, and may result in delays in funding. All Invoices shall provide and itemize, at a minimum, the following:

- A. Contract Number; IAA25724;
- B. Program name, address, phone number;
- C. Program Federal Tax Identification Number;
- D. Description of Services provided;
- E. Date(s) Services provided;
- F. Total Invoice Price;
- G. Appendix A – Services Rendered Inventory Log;
- H. Appendix B – Prepaid Card Inventory Log

Payment will be considered timely if made by the AOC within thirty (30) calendar days of receipt of a properly prepared invoice. Payment shall be sent to the address designated by the Court.

The AOC may, in its sole discretion, terminate the contract or withhold payments claimed by the Court for services rendered if the Court fails to satisfactorily comply with any term or condition of this contract.

No payments in advance or in anticipation of services or supplies to be provided under this contract shall be made by the AOC.

VII. APPROPRIATIONS

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Legislature of Washington State (Legislature) for the performance of this Agreement. If sufficient appropriations and authorization are not made or removed by the Legislature, this Agreement will terminate immediately upon written notice being given by the AOC to the Court. The decision as to whether appropriations are sufficient to perform the duties under this Agreement is within the sole discretion of AOC.

VIII. AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by agreement of the parties. Such amendments are not binding unless they are in writing and signed by personnel authorized to bind each of the parties.

IX. INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

X. RECORDS, DOCUMENTS, AND REPORTS

Court shall maintain books, records, documents and other evidence of accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this agreement. These records shall be subject at all reasonable times to inspection, review, or audit by personnel duly authorized by the AOC and the Office of the State Auditor, or so authorized by law, rule, regulation, or agreement. Court will retain all books, records, documents, and other material relevant to this agreement for six years after settlement, and make them available for inspection by persons authorized by this provision.

XI. RIGHT OF INSPECTION

Court shall provide right of access to its facilities to the AOC, or any of its officers, or to any other authorized agent or official of the state of Washington at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement.

XII. DISPUTES

Disputes arising under this Agreement shall be resolved by a panel consisting of one representative from the AOC, one representative from the Court, and a mutually agreed upon third party. The dispute panel shall thereafter decide the dispute with the majority prevailing. Neither party shall have recourse to the courts unless there is a showing of noncompliance or waiver of this section.

XIII. TERMINATION

Either party may terminate this Agreement upon thirty (30) days written notice to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

XIV. GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement must be construed to conform to those laws. In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable

statute or rule, the inconsistency will be resolved by giving precedence in the following order:

- A. Applicable state and federal statutes and rules;
- B. This Agreement; and
- C. Any other provisions of the agreement, including materials incorporated by reference.

XV. ASSIGNMENT

The work to be provided under this Agreement, and any claim arising hereunder, is not assignable or delegable by either party in whole or in part, without the express prior written consent of the other party, which consent shall not be unreasonably withheld.

XVI. WAIVER

A failure by either party to exercise its rights under this Agreement does not preclude that party from subsequent exercise of such rights and is not a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

XVII. SEVERABILITY

If any provision of this Agreement, or any provision of any document incorporated by reference is held invalid, such invalidity does not affect the other provisions of this Agreement which can be given effect without the invalid provision and to this end the provisions of this Agreement are declared to be severable.

XVIII. AGREEMENT MANAGEMENT

The program managers noted below are responsible for and are the contact people for all communications and billings regarding the performance of this Agreement:

AOC Program Manager	Program Point of Contact
Rachel Munoz-McCormick PO Box 41170 Olympia, WA 98504-1170 rachel.munoz-mccormick@courts.wa.gov (360) 819-6017	Megan Frazier, Court Administrator 1 NE 7 th Street Coupeville, WA 98239 m.frazier@islandcountywa.gov (360) 679-7361

XIX. ENTIRE AGREEMENT

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement are considered to exist or to bind any of the parties to this agreement unless otherwise stated in this Agreement.

AGREED:

Administrative Office of the Courts

Island County Superior Court

Signature

Date

Kerra Lynch

Name

Associate Director, MSD Division

Title

Signature

Date

Judge Christon C. Skinner

Name

Superior Court Judge

Title

Signature

Date

Name

County Commissioner

Title

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is by and between ISLAND COUNTY, a political subdivision of the State of Washington (hereinafter referred to as "County"), and Paul Douhan, MSW, LLC (hereinafter referred to as "Contractor"), now, therefore,

WITNESSETH:

1. The Contractor is an independent contractor and is solely responsible for the work performed under this contract.
2. Services:
The contractor agrees to provide professional services as a Sex Offender Evaluator and Therapist within the scope of work, as outlined in Attachment 1, for clients referred by Island County Superior Court.
3. Terms of Agreement:
This agreement will be in effect from July 1, 2025 through June 30, 2027.

This agreement may be terminated without cause and at will by either party giving written notice to the other.

4. Compensation:
The County agrees to administer payment of the sum of:

A) Evaluation:

The maximum fee chargeable for an evaluation shall be One Thousand Five Hundred Dollars (\$1500.00). This cost shall include all client and family contact, as well as any and all necessary testing except physiological testing. Time for report writing shall be included. The cost of the predisposition, post-assessment staffing with the Counselor and /or Juvenile Probation Counselor will not be included in this figure but shall be billed in addition, not to exceed one (1) hour. Any exceptions to this dollar limit must receive the written approval of the Juvenile Court Administrator. Rates of compensation are provided in "Rates/Fees", below.

B) Treatment:

Professional Contractor may bill the County at the rate contained in rates/fees herein in accordance with the treatment plan as ordered by the Court including reasonable charges for consultations with collateral contacts and reporting writing. Appointments missed or canceled less than twenty-four (24) hours prior to the appointment time will be the responsibility of the juvenile and his/her family. If the contractor is late or the session is shortened, the appointment will

be charged to the nearest one-half (½) hour.

The Professional Contractor may bill the County for one “no show” (failure to appear) missed appointment per client for any six (6) month period of time. The Professional Contractor shall immediately notify the Probation Counselor of said unexcused absence and shall schedule no further appointments for the client until the problem that caused the “no show” has been resolved.

C) Court Testimony:

If subpoenaed or requested to testify in Court, the professional contractor shall bill the County at the rate contained in “F) Rates/Fees” herein, for a two (2) hour minimum and the nearest hour beyond two (2) hours including travel time.

D) Twice Monthly Clinical Case Consultations:

The Professional Contractor shall bill the County at the hourly rates specified in “F) Rates/Fees” herein to the nearest quarter hour for attendance at program meetings arranged by the Juvenile Probation Counselor for the purposes of clinical case consultation. Consultation meetings will not exceed one and a half (1.5) hours per clinical case consultation.

E) Billing:

All bills of the Professional Contractor shall be submitted to the Juvenile Court Administrator. All bills are to be submitted on a monthly basis and within five (5) working days following the month the service was given.

F) Rates/Fees: The rates and /or fees charged to the County by the Professional Contractor shall be at the following hourly rates for both treatment and evaluation. A clinical hour equals fifty (50) minutes minimum.

1. \$100.00/clinical hour.
2. \$85.00/clinical hour group.
3. \$100.00/family session clinical hour
4. \$100.00/hour for court testimony

G) Funds for these services are available through the budget of Juvenile Court Services, through the Special Sexual Offender Disposition Alternative contained in the Consolidated Contract. Payment will be made in the normal and customary manner that bills are paid by the County. In no event shall payment under this contract exceed \$4,500 per fiscal year.

5. Changes, Amendments and Modifications:

The County may, from time-to-time, require changes and/or modifications in the Scope of Work to be performed hereunder. Such changes which are mutually agreed upon by Juvenile Court Services and the Contractor will be incorporated in written amendments to this contract.

6. **Assignability:**
The Contractor will not assign or transfer any interest in this contract.
7. **Reports and Information:**
The Contractor, at such times and in such form as the County or Juvenile Court Services may require, will furnish the County or Juvenile Court Services periodic reports as requested pertaining to the work or services undertaken pursuant to this contract, the costs and obligations incurred or to be incurred in connection therewith, and any other matters covered by this contract.
8. **Confidentiality:**
All reports, information, data, etc., provided to the Contractor, by Juvenile Court Services, under this contract are confidential by state law. The contractor agrees to maintain said confidentiality requirements. All information gained by the Contractor from clients referred by this contract will be provided the same safeguards similar information is provided in the operation of the Contractor's business.
9. **Compliance with State, Federal, and Local Laws:**
The Contractor will comply with all applicable laws, ordinances, and codes of the federal, state, and local government.
10. **Interest of Members of Island County:**
No member of the governing body of the County, or other officer, employee, or agent of the County, who exercises any functions or responsibilities in connection with the approval or execution or monitoring of the contract, will have any personal financial interest, direct, or indirect, in this contract. The Contractor will inform the County of any financial interest with a client or other person associated with the approval, execution, or monitoring of this contract; and will also take appropriate steps to assure compliance.
11. **Audits and Inspections:**
The County reserves the right to review and monitor the financial records of the Contractor for components of the services provided under this contract.
12. **Indemnification and Hold Harmless:**
To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless Island County, agencies of Island County and all officials, agents and employees of Island County, from and against all claims arising out of or resulting from the performance of the contract. "Claim" as used in this agreement means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease or death, or injury to or destruction of tangible property

including loss of use resulting there from. The Contractor's obligation to indemnify, defend, and hold harmless includes any claim by the Contractor's agents, employees, representatives, or any subcontractor to its employees.

The Contractor expressly agrees to indemnify, defend, and hold harmless Island County for any claim arising out of or incident to the Contractor or any subcontractor's performance or failure to perform the contract. The Contractor's obligation to indemnify, defend, and hold harmless Island County shall not be eliminated or reduced by any actual or alleged concurrent negligence of Island County or its agents, agencies, employees and officials.

13. Insurance:

Prior to commencement of services under this Contract, the Contractor shall submit to Island County certificates of insurance or certified copies of insurance policies and endorsements, if requested by the County, for the coverage required below and shall maintain the same type and amount of coverage as is currently in effect for the life of this Contract. Each insurance certificate shall provide that coverage will not be canceled or reduced below the contractual amounts stated herein without sixty (60) days prior to notice to the County. The Contractor shall maintain at the Contractor's sole expense unless otherwise stipulated, the following insurance coverage's, insuring the Contractor, the Contractor's employees, agents, designees and indemnities as required herein:

- A) The Contractor shall not commence work under this Contract until the Contractor has obtained all insurance required under this paragraph and such insurance has been approved by the County.
- B) All insurance policies shall be issued by companies authorized to do business under the laws of the State of Washington and have a Best's rating of at least A-VII. All insurance, other than Professional Liability and workmen's Compensation to be maintained by the Contractor shall specifically include the County as an "Additional Insured" and shall not be reduced or canceled without sixty (60) days written prior notice to the County. The Contractor's insurance coverage shall be primary insurance as respect to the County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the county, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute to it.
- B) The Contractor shall maintain, during the life of the Contract, Industry Standard Occurrence Commercial General Liability Policy Form (CG0001) or equivalent, including Premises/Operations, Products/Completed Operations, Blanket Contractual Liability and Personal Injury Coverage, to protect the Contractor from claims for damages for bodily injury, including wrongful death, as well as from claims of property damage which may arise from any

operations under this contract whether such operations be by the Contractor or by anyone directly employed by or contracting with the Contractor.

Specific limits required

\$2,000,000 General Aggregate
\$1,000,000 Products/Completed Operations Aggregate
\$1,000,000 Personal Injury and Advertising Injury
\$1,000,000 Each Occurrence

The Commercial General Liability Policy will contain an endorsement naming the County as Additional Insured (CG2010) and an endorsement that specifically states the Contractor's General Liability shall be primary, and not contributory, with any other insurance maintained by the County.

The policy shall be endorsed to include stop gap employer's liability coverage with minimum limits as follows:

\$1,000,000 Each Accident
\$1,000,000 Policy Limit for Disease
\$1,000,000 Each Employee for Disease

- C) Commercial General Liability insurance shall be endorsed to include a "cross liability", indicating essentially that except with respect to the limits of insurance, and any rights or duties specifically assigned in this coverage part to the first named insured, this insurance applies as if each named insured were the only named insured, and separately to each insured against whom claims are made or suit is brought.
- D) The Contractor shall maintain, during the life of this Contract, Business Automobile Liability Insurance (CA0001), or equivalent in the amount of \$1,000,000 Bodily Injury and Property Damage per combined single limit to protect the Contractor from claims which may arise from the performance of this Contract, whether such operations be by the Contractor or by anyone directly or indirectly employed by the Contractor. Covered auto shall be designated as "Symbol 1" any auto.
- E) All Liability coverages, except Professional Liability, shall be written on an Occurrence policy form. If coverage is Claims Made form, the Retroactive Date shall be prior to or coincident with the date of this contract, and the policy shall state that coverage is Claims Made and state the Retroactive Date. Should Claims Made be the only option, a minimum of three (3) year tail coverage shall be maintained after the expiration of the contract.

- F) The Contractor shall secure its liability for industrial injury to its employees in accordance with the provisions of Title 51 of the Revised Code of Washington. The Contractor shall submit a copy of its certificate of coverage from the Department of Labor and Industries prior to the commencement of work.
 - G) Industrial Insurance Waiver - With respect to the performance of this Contract and as to claims against the County, its officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the Contractor against the County. However, the Contractor's waiver of immunity by the provisions of this paragraph extend only to claims against the Contractor by County and does not include or extend to claims by the Contractor's employees directly against the Contractor. This waiver is mutually negotiated by the parties to this Agreement.
 - H) Professional Liability Insurance - Prior to the start of work, the Contractor will secure and maintain at its own expense Professional Liability Insurance in the amount of not less than \$1,000,000 per claim and in the aggregate. Such insurance will be provided by an insurance carrier with a Best's Rating of not less than A-VII. If coverage is Claims Made, the retroactive date shall be prior to or coincident with the date of this contract. The policy shall state that coverage is claims made and state the retroactive date. Claims Made form coverage shall be maintained by the Contractor for a minimum of three (3) years following the termination of this Contract, and the Contractor shall annually provide the County with proof of renewal.
 - I) Subcontractors - the Contractor shall include all subcontractors as insured's under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontracts shall be subject to all of the requirements stated herein.
14. Grant Funding/State Third-Party Beneficiary:
For the period of July 1, 2023, to June 30, 2025, the County is funding its obligations under DCYF Agreement Number 2072CS-63 entered on July 1, 2023, between Island County and the State of Washington DCYF. That Agreement is included as Attachment #2. The Contractor must comply with all the terms and conditions with which the County must comply under that agreement. The State of Washington is an express third-party beneficiary of this Agreement between the County and Contractor.

15. **Waiver:**
The waiver by, or the failure to take action with respect to breach of any term, covenant or condition of this contract will not be deemed to be a waiver of such term, covenant or condition on any subsequent breach. All remedies afforded in this contract will be taken as cumulative, in addition to every other remedy provided therein or by law.
16. **Severability:**
It is understood and agreed by the parties that if any term or provision of this contract is held by the courts to be illegal or in conflict with any law of the state of Washington, the validity of the remaining portions will not be affected, and the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular term, part or provision held to be invalid.
17. **Notices:**
All notices given under this contract will be in writing and will be sent via certified mail to the parties at the following addresses:
- | | |
|--|---|
| Paul Douhan | Court Administrator |
| 117 N 1st Street #46 | c/o Juvenile & Family Court Services |
| Mt. Vernon, WA 98273 | 1 NE 7th Street |
| | Coupeville, WA 98239 |
18. **Instrument As Entire Agreement:**
This instrument contains the entire agreement between the parties and no statements, promises or inducements made by any party or agent of such party not contained in this contract will be valid or binding. This contract may not be enlarged, modified or altered except in writing and signed by all parties.

CONTRACTOR:

ISLAND COUNTY, WASHINGTON

Paul Douhan, MSW, LLC Date

SS# _____

Carolyn Cliff, Presiding Judge Date
Island County Superior Court

Melanie Bacon, Chair Date
Board of County Commissioners

ATTACHMENT #1

SCOPE OF WORK

The following list contains the scope of work required by the attached professional service Contact:

1. The Contractor will provide professional outpatient sex offender treatment services to clients referred by Juvenile Court Services (JCS). Such professional outpatient sex offender treatment services will be within the normal range of services for this industry and comply with the industry's ethical standards.
2. At a minimum, mutual staffing will be held between JCS and the Contractor every 30 days for each client served under this Contract.
3. Reports:
 - A) Following an initial referral a proposed treatment plan will be provided to JCS. This proposed treatment plan will comply with the requirements of RCW 13.40.160 and at a minimum shall contain:
 1. Frequency and type of contact recommended between the Contractor and the referent;
 2. Specific issues to be addressed in the treatment and description of planned treatment modalities;
 3. Anticipated length of treatment;
 4. Monitoring plans, including any requirements regarding living conditions, lifestyle requirements, and monitoring by family members, legal guardians, or others;
 5. Recommendations concerning preventative crime-related interventions for the referent outside the scope of the contracted services; and
 6. Recommended crime-related prohibitions.
 - B) Contractor will provide written reports to JCS every 90 days for each referent. Such ongoing written quarterly reports will comply with the requirements of RCW 13.40.160 and include at a minimum:
 1. Progress statement concerning the referent's compliance with treatment requirements, treatment activities, the referent's relative progress in treatment, and any other material specified by the court at time of disposition;
 2. Dates of attendance;
 3. Recommendations concerning preventative crime-related interventions outside the scope of the contracted services; AND
 4. Modifications to anticipated length of time needed to complete treatment.

In addition to the reports listed above, the contractor will provide JCS every 90 days, for each referent, a completed Sex Offender Treatment report.

- C) Contractor will provide written reports to JCS as requested. Such requests may include affidavits to be submitted to the Court.
 - D) Contractor will provide oral notification to JCS, immediately but no later than one business day, when referent's situation has significantly changed or the Contractor believes the referent to be a serious threat to community safety. Contractor will provide written report of information provided in the oral notification by FAX to JCS within one business day of a request for such report by JCS.
 - E) Contractor will provide oral notification to JCS, within two business days, when referent is not in compliance with sex offender treatment conditions and requirements.
- 4. Contractor may be involved in the judicial process when summoned to Superior Court and may be ordered to testify in a juvenile proceeding according to applicable law.
 - 5. During the period of this contract, the Contractor will maintain Washington State Certification as a sex offender treatment provider as certified by the department of health pursuant to chapter 18.155 RCW.
 - 6. All treatment polygraphs required by the referent will be coordinated and scheduled by the Contractor. Such polygraphs may be required by the treatment contract, Court order, or per request of JCS.



ISLAND COUNTY FACILITIES

WORK SESSION AGENDA

MEETING DATE: 4/16/2025

To: Melanie Bacon, Chair
Board of Island County Commissioners

From: Ryan Beach, Director

Amount of time requested for agenda discussion. 30 minutes

DIVISION: Not Applicable

Agenda Item No.: 1

Subject: Island County Multi-Purpose Facility Use Update

Description: Update to the current facility use property to be better align with the cost to maintain the multipurpose room as a rentable space including changing security deposits from check to a credit card on file.

Attachment: Updated rental agreement, redlined rental agreement, highlighted changes, credit card processing proposal

Request: *(Check boxes that apply)*

- | | |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular |
| <input type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request | <input type="checkbox"/> Other: _____ |

IT Review: Not Applicable

Budget Review: Not Applicable

P.A. Review: Not Applicable

FACILITY USE APPLICATION & AGREEMENT

Island County Multi-Purpose Center, 141 N. East Camano Drive, Camano Island, WA 98282

REQUESTED DATE(s):		
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END TIME:		
NAME of EVENT & GROUP:		
FIRST / LAST NAME (of applicant):		
email address:		
Home Phone #:		
Cell Phone #:		
Credit Card Information for Damage Deposit		
Name on Credit Card:		
CC Number, Expiration date, Code		
Address of Card holder		

DAMAGE DEPOSIT: \$150 deposit is required. Credit Card will be held on file till keys are returned and a walk through by Island County is Completed after your booking has concluded, Should the Renter be at fault of damage, your card will be charged the full \$150 plus any of the cost associated with the damage as listed below.

- ▶ **DAMAGE COSTS** - The Lessee is responsible for all damage costs incurred during the rental period.
- ▶ **ADDITIONAL CLEANING FEES** - A cleaning fee of \$55 per hour if additional cleaning is needed of the facility.
- ▶ **EXCESS TRASH DISPOSAL FEES** - Excess trash left at the facility will be charged actual disposal fees in addition to a cleaning fee of \$50 per hour.
- ▶ **KEY REPLACEMENT FEE** – \$25 if building key is not returned within one week after rental date.

SIGNATURE: **RENTERS INITIALS:**

RENTAL RATES* (Total due at time of booking)

1 to 3 hours	\$60	
3 to 6 hours	\$120	
6 to 12 hours	\$240.00	
Damage Deposit	\$150.00	\$150.00
	TOTAL	

PAYMENT

Check or Cash Only. Make checks payable to **Island County Property Management** and mail to Island County Camano Annex, 121 N. East Camano Drive, Camano Island WA 98282. Please mark attention: Brandi Smith.

Island County will charge a \$35 fee for checks returned with insufficient funds.

*50% reduction for Non-Profit Organizations supporting the poor and infirm. Please provide proof of non-profit 501 (c) (3) or similar.
Hourly rental rates are non-refundable. Free to County Departments and related groups performing activities for the County.

RESERVATIONS & KEY CHECK OUT:

Camano Island (360) 678-8265

Whidbey Island (360) 679-7374

b.smith@islandcountywa.gov

AS A RENTER OF THE Island County Multi-Purpose Center YOU AGREE THAT:**RENTER'S
INITIALS**

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5.) No Smoking will occur in the facility. All smoking will be outside, 25 feet from all entrances.	
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DATE _____ SIGNATURE _____ PRINT NAME _____
RENTER/AGENT OF ORGANIZATION

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Island County Multi-Purpose Center

141 N. East Camano Drive

Camano Island, WA 98282

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<input type="checkbox"/>	Leave facility in the same condition it was found
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<input type="checkbox"/>	Empty refrigerator and building of all food brought in
<input type="checkbox"/>	Vacuum and sweep entire public area. (vacuum is located in the furniture/equipment room)
<input type="checkbox"/>	Carry out all trash (refer to #8 on rental agreement)
<input type="checkbox"/>	Turn down thermostat to 60°, turn off water fixtures and all lights
<input type="checkbox"/>	Lock all doors
<input type="checkbox"/>	RETURN KEY and COMPLETED CLEAN UP LIST to the Camano Annex

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DATE Key Issued: _____

KEY # _____

DATE of RENTAL: _____ NAME of GROUP/RENTER: _____

AGENT responsible for the KEY: _____ Phone # _____

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OFFICE USE ONLY

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FACILITY USE APPLICATION & AGREEMENT

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Home Phone #:		
Cell Phone #:		
Credit Card Information for Damage Deposit		
Name on Credit Card:		
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141 N. East Camano Drive

Camano Island, WA 98282

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<input type="checkbox"/>	Turn down thermostat to 60°, turn off water fixtures and all lights
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KEY # _____

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FIRST / LAST NAME (of applicant):			
email address:			
Home Phone #:			
Cell Phone #:			
MAILING ADDRESS (address where the deposit refund is to be mailed)			
Name on Refund Check:			
Mailing Address:			
City, State & Zip:			

~~DAMAGE DEPOSIT:~~ ~~100% of the Damage Deposit is due and payable at the time of scheduling. Deposit will be refunded to the mailing address shown above, within 30 days of the building's key return, less any and all:~~

- ▶ ~~DAMAGE COSTS~~ - The Lessee is responsible for all damage costs incurred during the rental period.
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SIGNATURE:

RENTERS INITIALS:

RENTAL RATES* (Total due at time of booking)

1 to 3 hours	\$30.00	
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6 to 12 hours	\$120.00	
Refundable Damage Deposit	\$100.00	\$100.00
TOTAL		

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AGENT SIGNATURE _____

OFFICE USE ONLY

DATE KEY RETURNED: _____ RECEIVED BY: _____



ISLAND COUNTY PLANNING & COMMUNITY DEV.

WORK SESSION AGENDA

MEETING DATE: 4/16/2025

To: Melanie Bacon, Chair
Board of Island County Commissioners

From: Jonathan Lange, Director

Amount of time requested for agenda discussion. 30 minutes

DIVISION: Long Range Planning

Agenda Item No.: 1

Subject: 2025 Comprehensive Plan – Requests from Coupeville and Langley on Urban Growth Area (UGA) and Joint Planning Area (JPA) changes

Description: The Board will review and discuss a request from Coupeville to create a UGA for two parcels adjacent to their city limits, and a request from Langley to change their Potential Growth Area designations within the JPA. These requests were previously discussed at a Board work session on November 13, 2024.

Attachments: Memo and Map from Coupeville, Memo and Map from Langley

Request: *(Check boxes that apply)*

- | | |
|--|--|
| <input type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request | <input type="checkbox"/> Other: _____ |

IT Review: Not Applicable

Budget Review: Not Applicable

P.A. Review: Not Applicable



MEMORANDUM

DATE: March 25, 2025
TO: Board of Island County Commissioners
FROM: Town of Coupeville Council
RE: **Limited Urban Growth Area Request**

The Town submitted a memorandum to the Island County Board of County Commissioners on September 27, 2024 and received a response and request for feedback on December 5, 2024 from the Island County Planning and Community Development Department.

The following are responses

- The Town has considered the trade-offs associated with municipal boundary expansion to accommodate additional residential development. The unincorporated areas of Island County surrounding Coupeville represent a scenic and historic integrity that provides immense value to the Coupeville community. As the Town has explored housing challenges and opportunities during its 2025 comprehensive plan update, the Council feels confident that accommodating housing through infill, changes to development regulations, and expansion of utility service is more in line with our community's values than expanding our municipal limits outward and placing development pressure on the forests and farms directly adjacent to the Town.
 - Like all jurisdictions undergoing comprehensive plan updates, the Town of Coupeville is planning for population growth expected by 2045, 20 years into the future. Our Land Capacity Analysis identifies deficits in zoned capacity for housing types targeted at the 0-80% Area Median Income range. Those deficits are expected to be addressed through policy and future land use map changes.
- The Town understands RCW 36.70A.213 as an option for extending sewer service outside of town limits. Regardless, the Town desires to support the Coupeville School District, by facilitating future permitting processes and ensuring consistency with land use requirements as other potential development plans for Parcel No. R13104-510-2820 are explored. Annexation into municipal limits allows for this support.

- The Town currently maintains NW Broadway St. to the intersection of Black Rd. which is beyond the Town's established municipal limits. With no proposed access or changes planned for Parcel No. R13233-100-2130, the Town was expecting Island County to continue maintenance along Black Road. Annexation is desired in order to fully consider the parcel in the Town's Level of Service as it applies to dedicated open space.

Summary

The purpose of this memorandum is to request the establishment of a limited urban growth area (UGA) with the end result of annexation of two non-residential properties into the Town of Coupeville municipal boundaries (see Exhibit A), for a total area of 26.27 acres.

The Town has determined that the establishment of a limited UGA to annex the mentioned properties is in the best interest of the public and consistent with the goals of the Growth Management Act. The limited UGA will bring the Town of Coupeville and Island County into further compliance with RCW 36.70.A.110 by locating existing public facilities and services in an urban growth area and will not result in an increase in development capacity. We look forward to coordinating further with the County on this effort.

Sincerely,



Molly Hughes, Mayor

On behalf of the Town Council of Coupeville

Attachment: Exhibit A



EXHIBIT A

ICGeoMap



Legend

- Parcels
- Roads
 - Highway
 - Collector and Arterial
 - Local
 - Private
- City Limits

Notes

Coupeville proposed UGA

3,919.6 0 1,959.79 3,919.6 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
DO NOT USE AS A LEGAL DOCUMENT. ACCURACY IS NOT GUARANTEED.

112 Second Street
P.O. Box 366
Langley, WA 98260
(360) 221-4246



Krista "Kennedy" Horstman
Mayor
mayor@langleywa.org

City of Langley

April 7, 2025

Jonathan Lange
Planning & Community Development Director
1 NE 7th Street
Coupeville, WA 98239

Re: Updated Proposal for Potential Growth Area Designations in Response to County Feedback

Dear Director Lange,

Thank you for your response to the City's request for changes to the Potential Growth Area designations within Langley's Joint Planning Area (JPA). We appreciate the time and effort that County staff, the Planning Commission, and the Board of Island County Commissioners have dedicated to considering this request as part of your Comprehensive Plan update process.

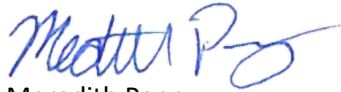
In response to the County's feedback outlined in your December 5, 2024 letter, the City has revised its request. Below are the County's comments and questions, along with the City's responses outlining how our latest proposal addresses them.

- **Island County feedback:** The County would like more information on the new developable acres in the proposed PGA compared to the current developable acres to ensure that consistent with our Countywide Planning Policies there is "sufficient quantities" to support future growth. The proposed PGA lands include significant steep slopes and likely would not provide the same developable acreage as the current PGA lands. The County would like to see a like-for-like replacement of PGA lands in the City's proposal.
 - **City of Langley response:** The City has relocated the proposed PGA to an area with less steep terrain and has ensured that the proposed acreage provides a like-for-like replacement, with the total replaced acreage matching the current 172 acres designated as PGA.
- **Island County feedback:** The City states that 73% of the current PGA lands are Agriculture and Designated Forest lands. The County is interested in why the remaining 27% of the current PGA lands are not proposed to remain as PGA. The County has made investments to support Langley's expansion of the sewer to the east, and removing the PGA lands in this area is particularly concerning.
 - **City of Langley response:** Within the original PGA area, the City now proposes to retain any parcels not designated as Agriculture or Designated Forest lands as part of the PGA. Additionally, the City plans to maintain the PGA on the southeast side of the city limits and expand it in this area.

- **Island County feedback:** The County would like more information on the reasoning for how the proposed PGA lands meet CPP 3.2.2.b. The proposed PGA lands identified are not already characterized by urban development, or served by urban services, so we would like to better understand the reasoning for how the land was determined to be "the most logical location to accommodate future UGA expansions."
 - **City of Langley response:** The City has relocated the proposed PGA to an area southeast of the City limits, where urban services can be more easily provided. For example, the City is in the process of extending sewer infrastructure closer to this neighborhood, up to Furman Avenue. Additionally, the City's adopted Water System Plan includes a proposed capital improvement to loop the water main down Sandy Point Road, from Furman to Wilkinson.
- **Island County feedback:** The County would like clarification if the City's request includes an adjustment to the LRS designated lands, in addition to the change in PGA designation.
 - **City of Langley response:** The City has revised its proposal to classify Agriculture and Designated Forest lands as LRS.

We hope these changes address your questions. Please share the updated map and our responses with the Board of County Commissioners. We look forward to continuing our collaboration and advancing the Comprehensive Plan update process.

Sincerely,



Meredith Penny

Director of Community Planning

City of Langley

planning@langleywa.org

360-221-4219

CC:

Emily Neff, Assistant Director, Island County Planning & Community Development

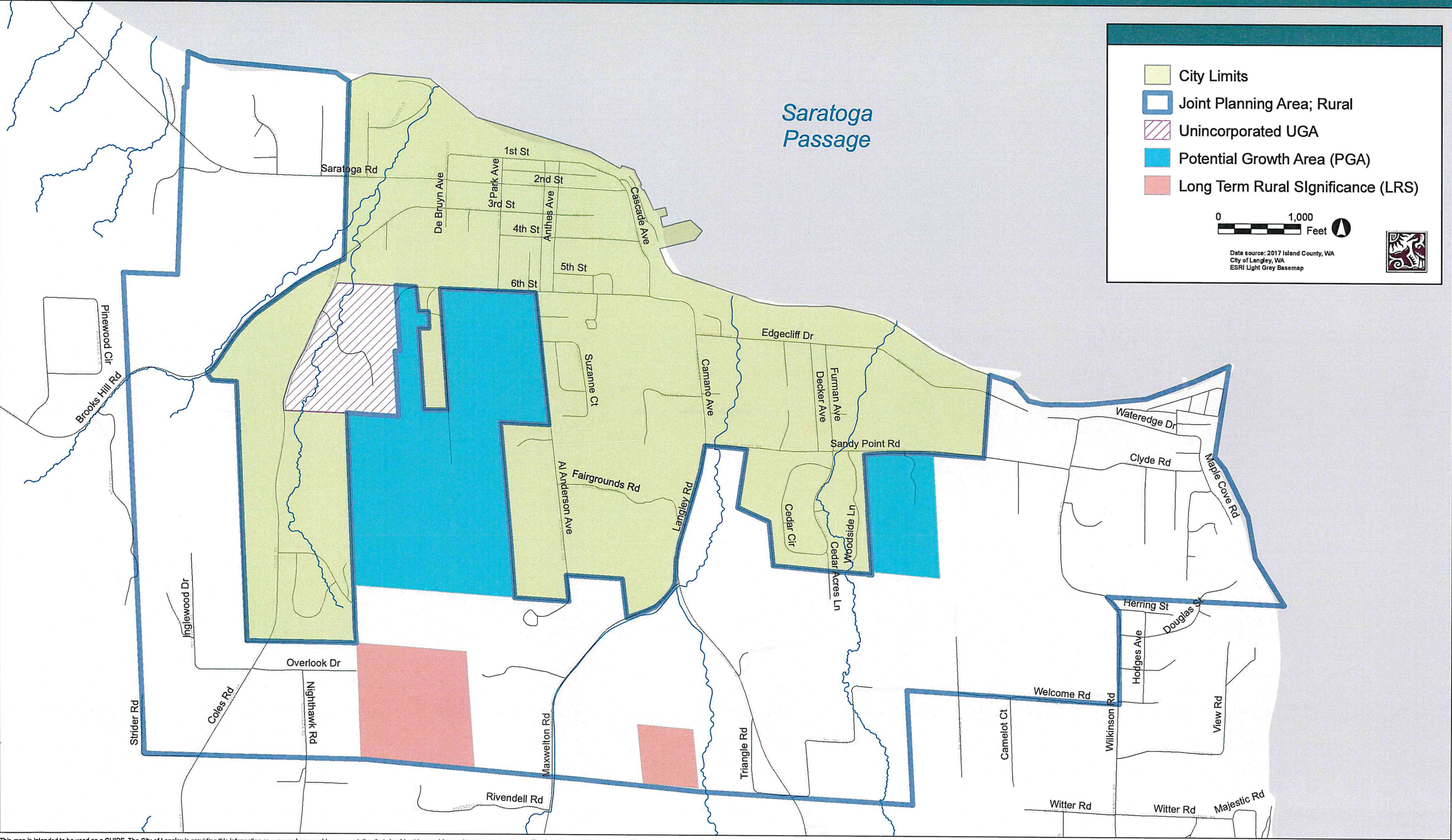
Kennedy Horstman, Mayor, City of Langley

Attachments:

- A. Current City of Langley Joint Planning Area Overlays
- B. Proposed Revision to the City of Langley Joint Planning Area Overlays

Attachment A
Current Langley JPA Overlays

Figure LU-2
Langley Joint Planning Area (JPA) and Overlays



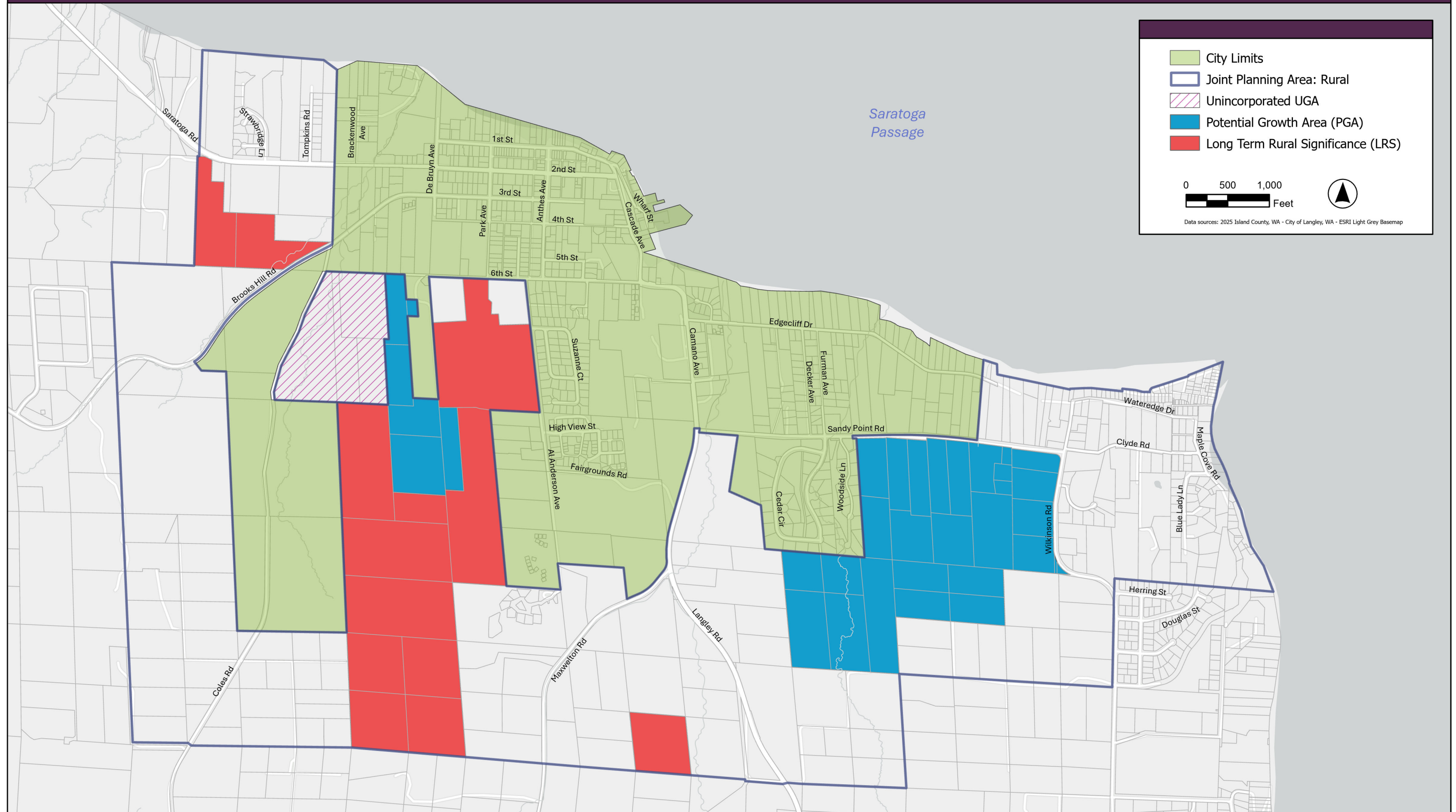
This map is intended to be used as a GUIDE. The City of Langley is providing this information as a general geographic representation that should not be used for precise measurements, or calibrations. Some of the features on this map are not accurately depicted. Any user of this map assumes all responsibility for use and agrees to hold The City of Langley harmless for liability, damages or loss incurred by use of this information. Specific questions should be directed to The City of Langley's Department of Planning and Community Development.

Attachment B
Proposed Langley JPA Overlays
April 7, 2025



Figure LU-2

Langley Joint Planning Area (JPA) and Overlays





ISLAND COUNTY PUBLIC HEALTH

WORK SESSION AGENDA

MEETING DATE: 4/16/2025

To: Melanie Bacon, Chair
Board of Island County Commissioners

From: Shawn Morris, Director

Amount of time requested for agenda discussion. 60 minutes

DIVISION: Administrative

Agenda Item No.: 1

Subject: Foundational Public Health Services One-Time Funding Opportunity (FPHS)

Description: Discussion and request to move to consent the acceptance of a one-time funding allocation through FPHS in collaboration with Public Works, Facilities, and the Washington State Association of Local Public Health Organizations (WSALPHO) for infrastructure and emergency preparedness.

Attachment: Presentation

Request: *(Check boxes that apply)*

- | | |
|---|--|
| <input checked="" type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular |
| <input type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request | <input type="checkbox"/> Other: _____ |

IT Review: Not Applicable

Budget Review: In process

P.A. Review: In process

DIVISION: Dept of Natural Resources

Agenda Item No.: 2

Subject: Conservation Futures Funds (CFF) Applications

Description: Preliminary overview of the 2025 CFF applications

Attachment: Presentation and Applications

Request: *(Check boxes that apply)*

- | | |
|--|--|
| <input type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request | <input type="checkbox"/> Other: _____ |



FPHS One-Time Funding Opportunity

Work Session

April 9th, 2025



Collaborative Effort

Ryan Beach – Facilities Director

Fred Snoderly – Public Works Director

Shawn Morris – Public Health Director

Eric Brooks – DEM Director

Goals

- To offset the cost, including the use of general funds, for existing projects
- To fund equipment needs that enhance emergency preparedness across our county

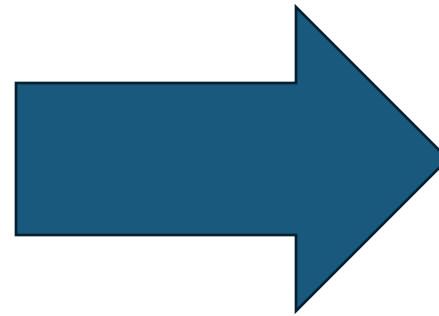
Background & Timeline

October 16th, 2024

Foundational Public Health Services (FPHS) Steering Committee agreed to solicit ideas on the use of one-time FPHS funding, available through the Vape Tax FPHS account (total \$6.1M)

Proposed projects must be used in accordance with the FPHS definitions and be spent by June 30th, 2025.

Funding idea proposals due October 25th, 2025



Due to short timeframe, Public Health Deputy Director brought the announcement to a Director meeting on October 17th, 2024.

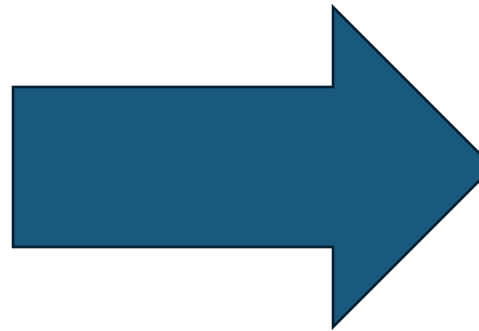
Background & Timeline

October 17th, 2024

Facilities, Public Works, and Public Health discussed ongoing/current cross-department projects that would benefit from the use of alternative or additional funding.

Project Ideas:

Bayshore Building Renovations
PHEPR/DEM POD storage



Department Directors
and Administrator
worked on a
collaborative proposal
for use of funds.

Submitted Proposal can
be reviewed (agenda
attachment)

Background & Timeline

November 8th, 2024

Public Health received notification from FPHS Steering Committee that our proposal was not selected to fund.

We were informed that there may be another opportunity to apply in Spring 2025 (contingent on additional underspend from current budget cycle)

LHJ FPHS Underspend Process (Effective FY 25 and Beyond)

Submit predicted FPHS underspend to WSALPHO by 3/31

*WSALPHO staff,
LHJ SC reps, and
BOD review totals*

Underspend can be applied to any FPHS area within LHJ (\$100,000 or up to 2.5% of total FPHS allocation, whichever is greater)

Underspend goes to collective “LHJ pot” for re-allocation by WSALPHO BOD

After 4/30, any remaining underspend goes to SC and FPHS enterprise for one-time funding options

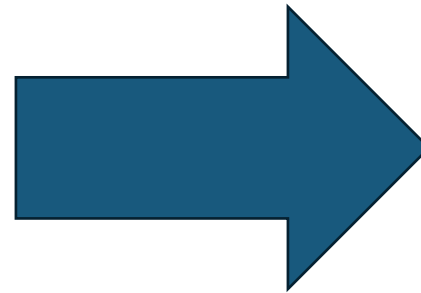
Background & Timeline

January 21st, 2025

Public Health received an email from FPHS Steering Committee asking if ICPH would like to resubmit our proposal for consideration.

We were also offered the opportunity to modify our request, with the understanding that we may not be awarded the funds

Resubmission deadline 2/15/2025



Public Health called a meeting on 1/22/25 with Facilities, Public Works, DEM, and the County Administrator to review proposal and determine if we wanted to resubmit our proposal

Updated Proposal Submitted

Facility & EPR Infrastructure	\$300,000	Request modification to original proposal to note the need for a backup generator for the building that this funding will be used to improve. This generator will be used to power cold storage units in the event of a power outage.
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Submitted on January 22nd, 2025

Updated Proposal Submitted

EPR Infrastructure	\$20,000	<p>Expanding upon our original proposal, we are seeking funding to support the purchase of a climate-controlled storage unit for our south island community to store emergency equipment and gear.</p> <p>This will increase our capacity to response to an emergency more quickly and increase access to necessary supplies to do so.</p>
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Submitted on January 22nd, 2025

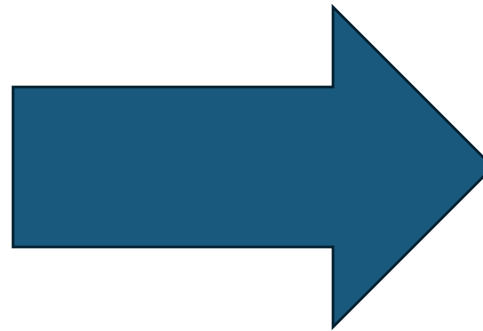
Background & Timeline

February 28th, 2025

Public Health received an email from FPHS Steering Committee announcing that ICPH has been awarded the requested funding.

Facilities and DEM began compiling quotes and developing plans for specific expenses

Anticipated receiving funds in early April.



Public Health began preparing to receive an FPHS funding amendment to bring to work session.

Bayshore Building

\$137,000

- Interior Construction

\$50,000

- Windows

\$50,000

- Electrical/Lighting

\$13,000

- 15KW Generator + Installation (Sourcewell)

South Whidbey FRC Climate-Controlled Emergency Preparedness Storage (Quotes)

\$21,247

- Falcon Structures – Manor, TX

\$16,994.56

- Dry Box – Chehalis, WA

\$27,800

- Propac – North Charleston, SC



Finance Department
Island County Public Health
1 NE 7th Street
Coupeville, WA 98239

WSALPHO
206 10th Avenue SE
Olympia, WA 98501

Dear Finance Department,

Enclosed are additional, one-time FPHS funds in the amount of \$320,000 for Facility & EPR Infrastructure (\$300,000) and a Climate Controlled Storage Unit (\$20,000). Congratulations!

The enclosed funds must be spent in alignment with the FPHS definitions, and the agency will need to include the spending of these funds in the FY 25 Annual Reporting Form. These funds must be spent by 6/30/25, however, the equipment may arrive after the deadline if that aligns with your internal financial procedures.

If you have any questions, please reach out to WSALPHO FPHS Policy Analyst, Brianna Steere at bsteere@wsac.org.

Sincerely,

A handwritten signature in black ink that reads 'Jaime Bodden'. The signature is fluid and cursive, with the first name 'Jaime' and last name 'Bodden' clearly legible.

Jaime Bodden, MPH, MSW
Managing Director
jbodden@wsac.org
360-489-3011

Questions?



Conservation Futures Fund Program Update

2025 Project Applications

Conservation Futures Fund

Purpose

To preserve, protect, maintain, improve, restore, and limit the future use of lands of public conservation importance through a variety of means, except eminent domain.

These lands include shorelines, wildlife habitat, wetlands, farm, agricultural and forest lands that are under pressure from increasing urban development.

ICC 3.22.010 – ICC 3.22.060

Island County Resolution C-58-24

RCW 84.34.020

RCW 84.34.210

RCW 84.34.220

Conservation Futures Fund

Current Award Cycle

- January 15th – Application cycle opened
- March 3rd – Applications due
- April – Site visits and departmental reviews
- April – Preliminary update to BOCC & M&O Recommendations
- May – Public meeting with applicant presentations
- May – Citizens' Advisory Board recommendations due

Evaluation Criteria

Citizen Advisory Board (CAB)	Technical Review
Conservation Values and Resources	Habitat (Evaluated by ICDNR)
Appropriate Public Use and Enjoyment	Water Resources (Evaluated by ICDNR)
Plan Consistency and Partnerships	Capacity Analysis (Evaluated by IC Planning and Community Development)
Potential for Loss	
Assessment of Stewardship Viability	
Financial Strategies	

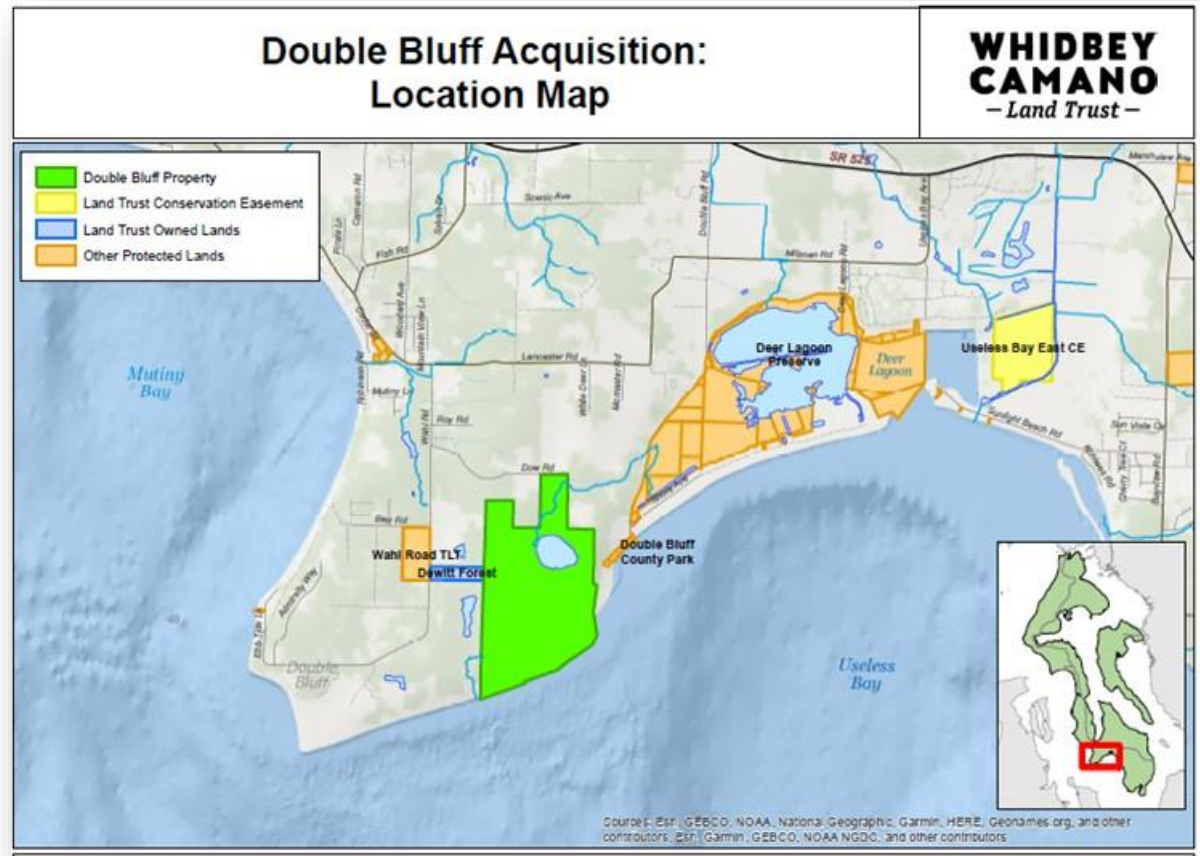
Note: 2025 CFP has updated criteria to include Equity and Climate Considerations, and has put more emphasis on alignment with existing planning efforts.

Conservation Futures Fund

2025 Project Applications

- Two Acquisition Applications Received (Total Ask: \$550,000)
- Two M&O Applications Received (Total Ask: \$227,000)
- Applicants: Whidbey Camano Land Trust & Island County
Parks Department

“The Whidbey Camano Land Trust (Land Trust) is requesting **\$300,000 of Island Conservation Future Funds (CFF)** to acquire and permanently conserve 257 acres of exceptional coastal forest, lake, wetland, marine feeder bluff and shoreline habitat located along Useless Bay on south Whidbey Island. **The project is estimated to cost a total of \$7,500,000 and CFF support will help leverage substantial matching funding** from State and Federal partners, including funding through the US Fish and Wildlife Service’s National Coastal Wetlands Conservation Program, the Washington State Salmon Recovery Funding Board, and the Washington Recreation and Conservation Office.”



Double Bluff Acquisition Project

Sponsor: Whidbey Camano Land Trust

Double Bluff Acquisition Project

Sponsor: Whidbey Camano Land Trust

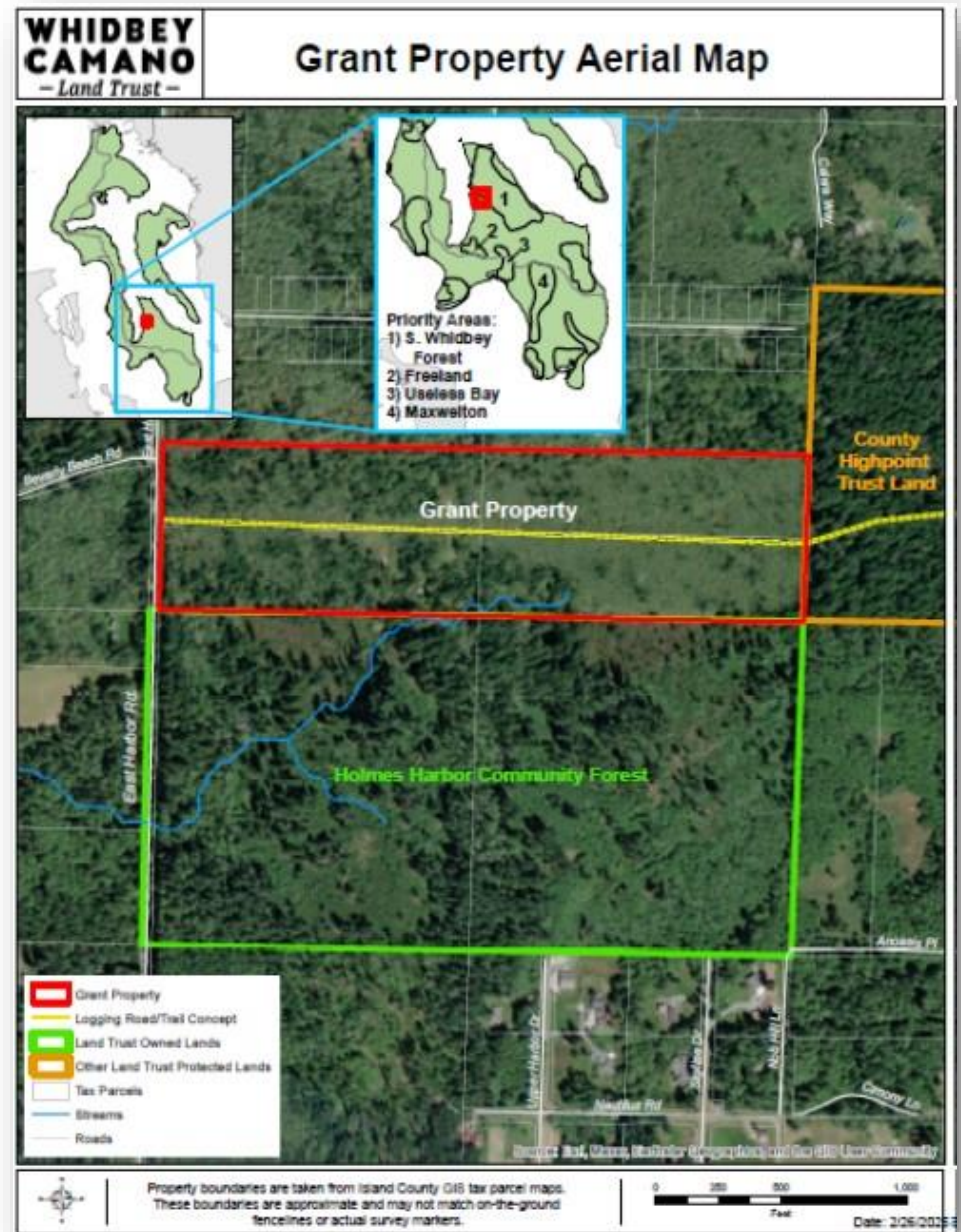
- The project benefits a wide range of marine nearshore, freshwater, and forest dependent wildlife species.
- The feeder bluffs on this property are identified by the Washington Department of Ecology as “Exceptional Feeder Bluffs” and range between 200-350 feet high along the entirety of the 2/3-mile shoreline..



Holmes Harbor Community Forest Project

Sponsor:
Whidbey Camano Land Trust

“The Whidbey Camano Land Trust (Land Trust) is **requesting \$250,000 of Island County Conservation Future Funds (CFF)** to acquire and permanently conserve 40 acres (East Harbor Road Property) of forest habitat on south Whidbey Island as part of its Holmes Harbor Community Forest (Community Forest) project. This acquisition is part of Phase 2 of this Community Forest effort. Phase 1 involved the acquisition of 80 acres by the Land Trust in Fall 2024, and the pending acquisition of an additional 70 acres of forestland just north of Goss Lake Road. This Phase 2 acquisition will permanently conserve 40 acres of forest habitat and provide a critical trailhead and parking area for future public access into the Community Forest.”



Holmes Harbor Community Forest Project

Sponsor: Whidbey Camano Land Trust

- As with the Trillium Forest and Lagoon Point Forest projects, the Land Trust will implement a similar fundraising campaign and community engagement model to bring the Holmes Harbor Community Forest to fruition.
- The Community Forest presents an exciting opportunity for a trail system on south Whidbey Island, in addition to substantial climate resilience, wildlife habitat, and ecosystem benefits. The subject property of this proposal, East Harbor Road, is a key addition to the Community Forest and provides a much-needed western access point. The Land Trust is committed to providing open and equitable access to the abundant resources of the Community Forest and seeks Island County funding to achieve this goal.

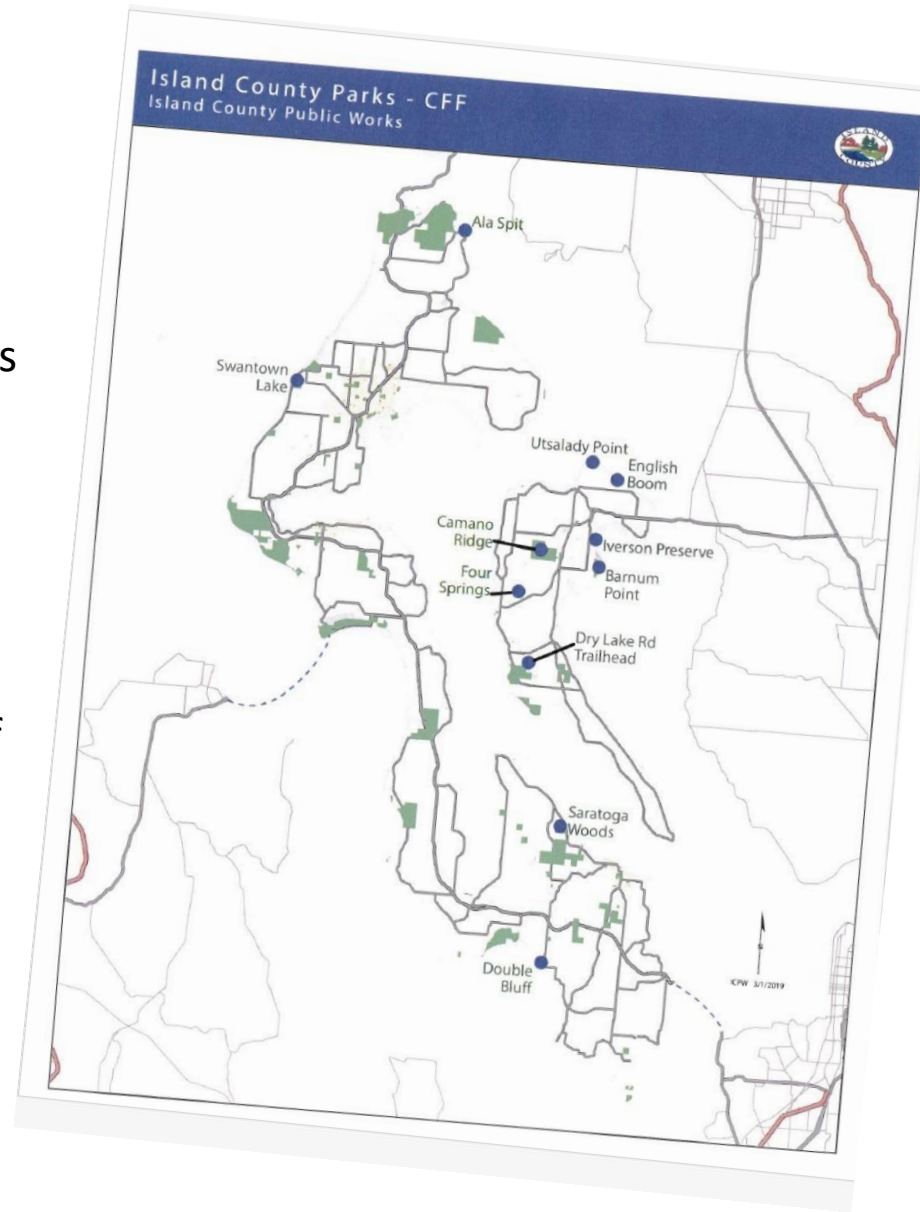


Island County Parks M&O

Sponsor:
Island County Parks Department

A \$100,000.00 request for maintenance and operations funds for all the Island County Parks properties purchased with Conservation Futures Funds while enhancing the public's access and experience through projects addressing:

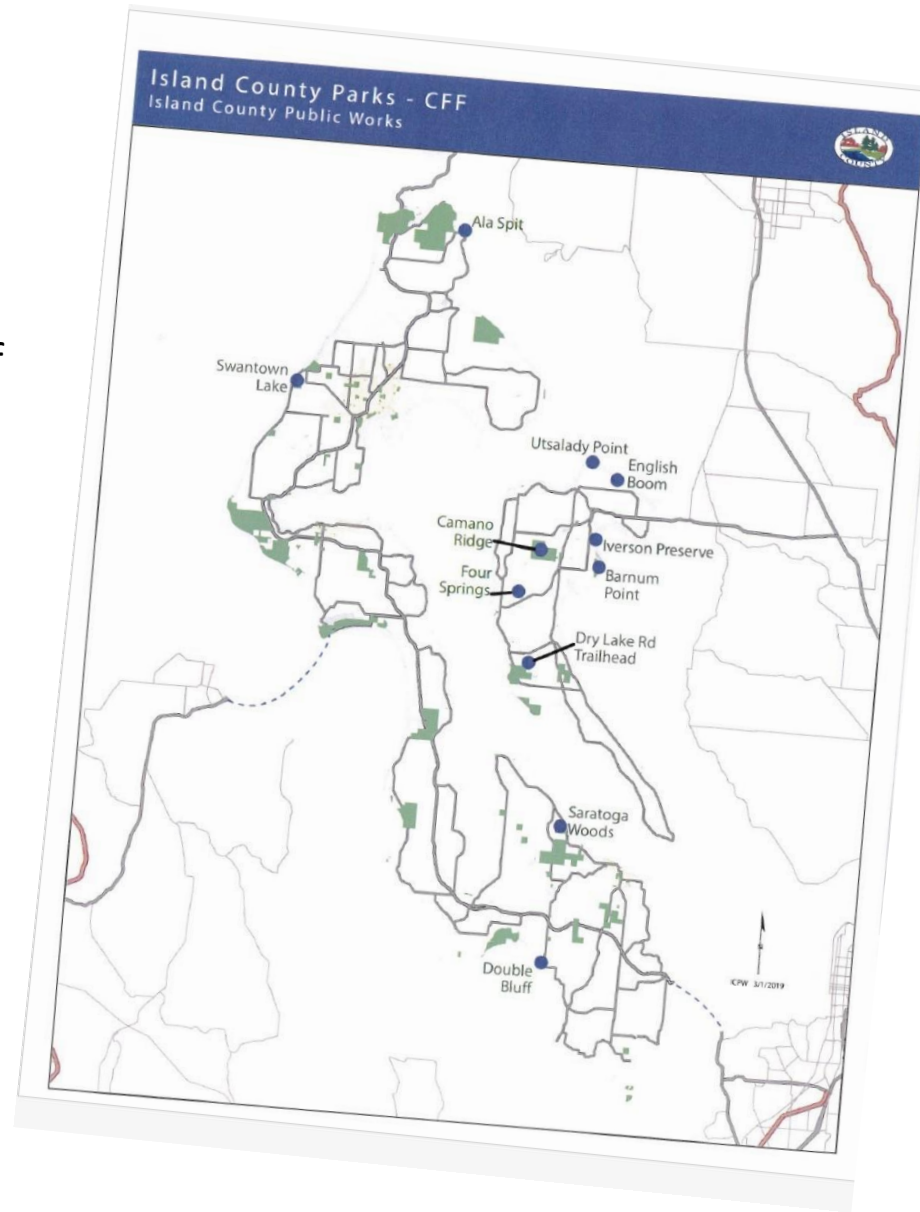
1. Hardscapes - bathrooms, portable toilets, parking lots, water and power systems, fencing signage, kiosks, picnic shelters, and off leash areas.
2. Softscapes - lawns, trees, shrubs, mowing, trimming, pruning, pest control, fertilization and using Horticultural Best Management Practices.
3. Maintenance for equipment used in C.F.F. parks



Island County Parks M&O

Sponsor:
Island County Parks Department

- 4. Parks projects - renovations and upgrades of both hardscapes, softscapes, trails and natural areas
- 5. Control and removal of Invasive Species and Restoration of Habitat.
- 6. Identifying and improving A.D.A access to parks properties.
- 7. Identifying and controlling environmental risks and hazards.
- 8. Enabling the principals of good stewardship.
- 9. Continue to partner with N.G.O.s Individual Volunteers and the Adopt- A-Park program.



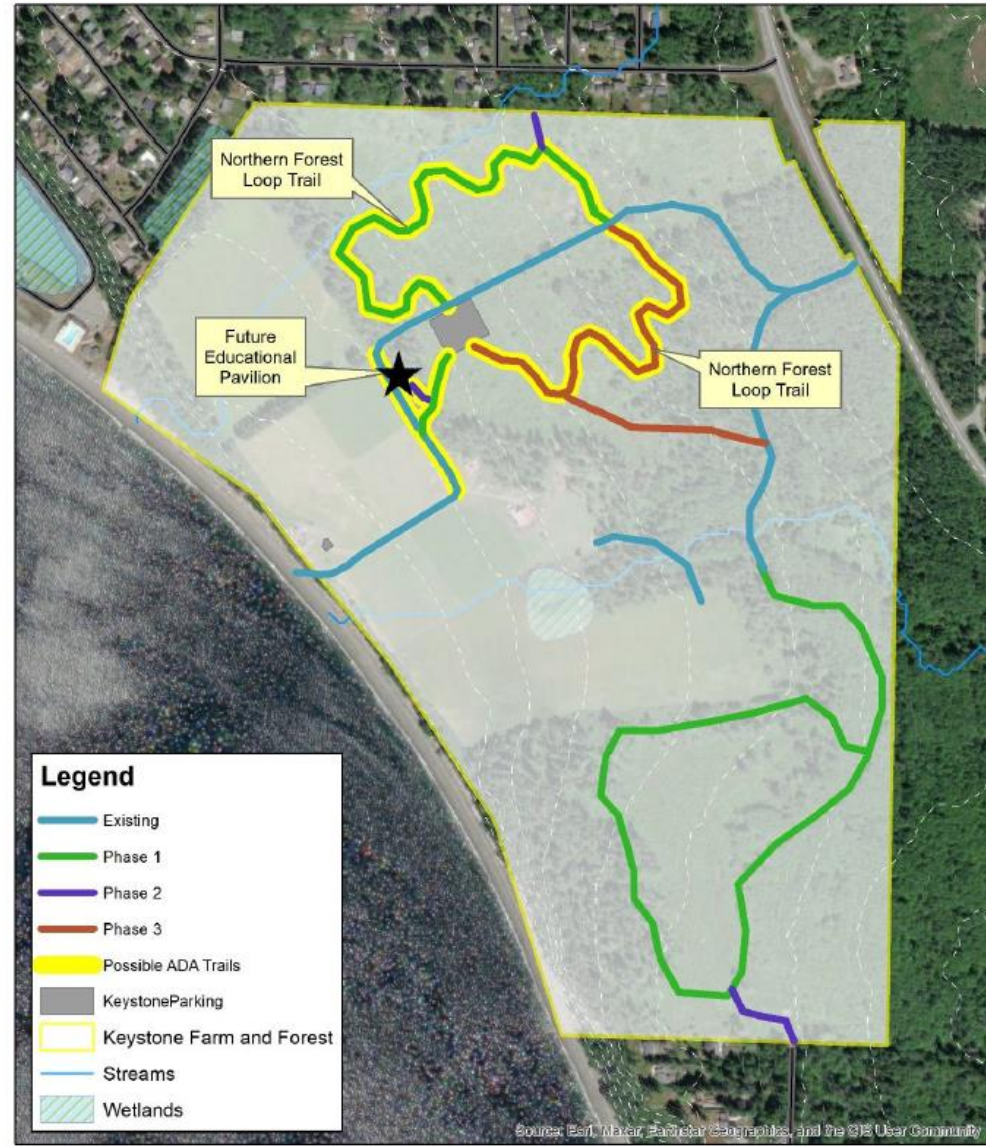
Keystone ADA Trail M&O Project

Sponsor:
Whidbey Camano Land Trust

- The Keystone Preserve ADA Trail Construction Project **will create 0.8 miles of wheelchair accessible trail at the Keystone Farm and Forest Preserve.** The goal of the project is to create an inclusive outdoor experience for the community by providing access to our natural spaces for all people including people with disabilities.
- Land Trust staff and volunteers have roughed-in the location of the trail to provide cost savings and efficiencies for the project. Several local contractors are interested in completing the vegetation removal, grading and gravel work.



Keystone Preserve Future ADA Trails and Educational Pavilion Map



Source: Earl Matar, Esri, Garmin, Geoportals, and the GIS User Community

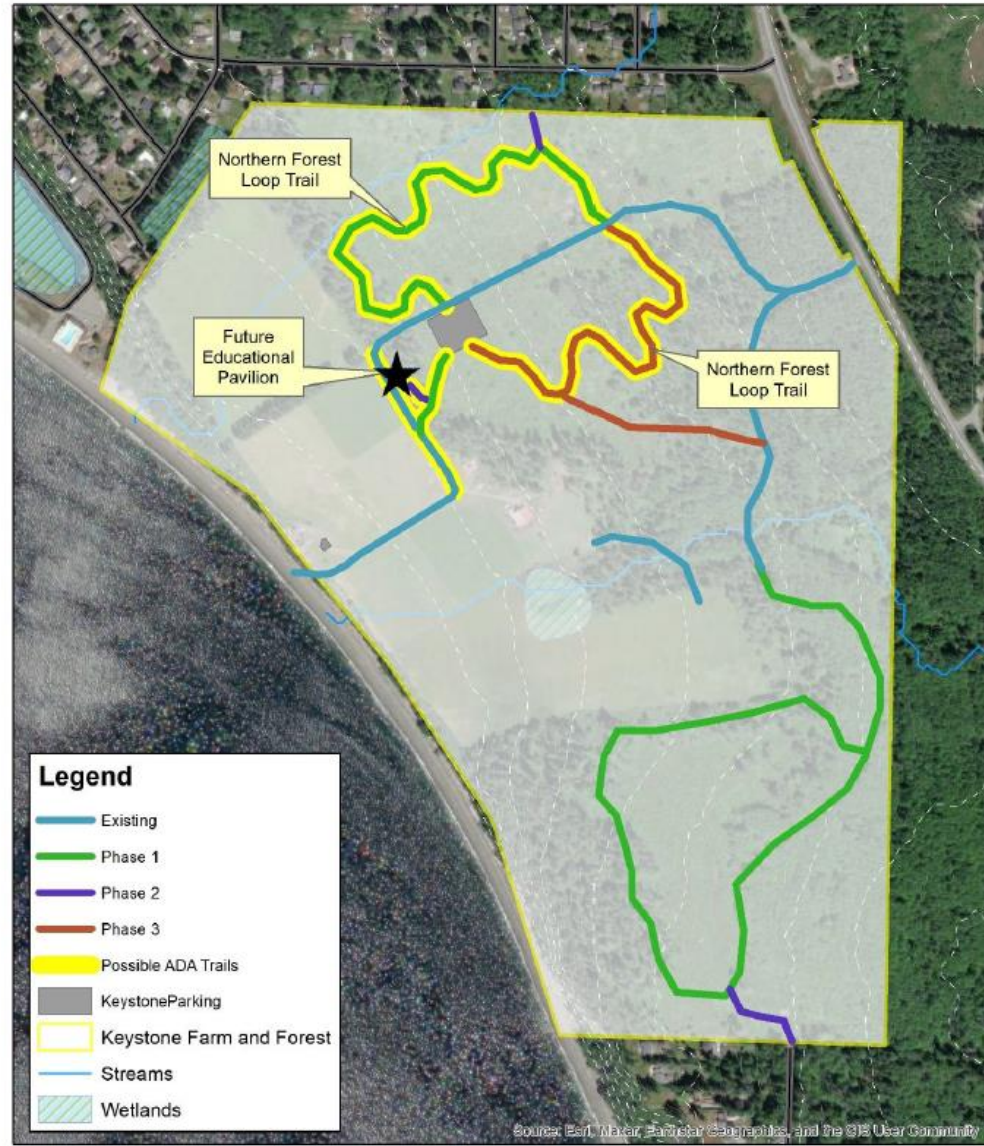
Keystone ADA Trail M&O Project

Sponsor: Whidbey Camano Land Trust

- The CFF M&O request is to cover costs associated with the contractor portion of the project, **estimated at \$125,000**.
- **An additional \$2,000** is for signage of the trail, an important part of an accessible trail system. Island County has a trail and education pavilion easement (Contract #: CFF-2024-AI) on the property to facilitate the implementation of this project.



Keystone Preserve Future ADA Trails and Educational Pavilion Map



To: Board of Island County Commissioners
From: Linda Rhodes, Chair, Conservation Futures Program Citizens' Advisory Board
Date: April 7, 2025
Subject: 2025 Conservation Futures Program M&O Grant Recommendation

Introduction

The purpose of the Conservation Futures Program (CFP) program is to protect, preserve, maintain, enhance, restore, and continue into future existence lands of public conservation importance through a variety of means, except eminent domain. These lands can be acquired and maintained consistent with Revised Code of Washington¹, Island County Code², and Island County Resolution C-58-24. Up to 25% of the available CFP funding can be applied to Maintenance and Operation (M&O) requests.

This memo contains the recommendation to the Board of Island County Commissioners on CFP M&O funding requests for calendar year 2025 by the CFP Citizens Advisory Board (CAB).

Executive Summary

Two (2) M&O proposals were submitted for 2025: one from Island County Parks Department and one from Whidbey-Camano Land Trust.

The **Island County Parks Department's proposal** involves twelve (12) properties owned by Island County Parks that were CFP acquisitions (988 acres). Proposed M&O activities include maintenance, renovation, and upgrades of infrastructure, equipment, ADA (American with Disabilities Act) access; invasive species control; habitat restoration; and managing environmental risks and hazards. The array of maintenance activities described in the proposal lacked specificity, raising concerns that CFP funding would be used to supplant existing funds for the Parks Department, which is not permissible by State law (RCW 84.34.240). Giving the applicant the benefit of doubt, a majority of the CAB recommends awarding the full funding request (\$100,000), contingent on future M&O applications containing more detailed information on how the funds would support the objectives of the CFP³. A minority of the CAB felt that because there was insufficient information in the application for evaluation and insufficient time for a clarifying dialogue with the applicant, the CAB could not offer a recommendation.

¹ Revised Code of Washington, Chapter 84.34: <https://app.leg.wa.gov/RCW/default.aspx?cite=84.34>

² Island County Code, Chapter 3.22:

https://library.municode.com/wa/island_county/codes/code_of_ordinances?nodeId=TITIIREFI_CH3.22COFUFU

³ To more clearly connect their proposed work to the CFP objectives, the CAB suggests that Island County Parks consults their management plans for the CFP-funded properties and outline select projects and activities at the properties for which funds would be used. For example, one park may require substantial noxious weed removal and revegetation with native plants, another park may need forest thinning to enhance forest health, and a third park may need new informational signage and ADA trail repair.

The **Whidbey-Camano Land Trust proposal** is entirely contained with the Keystone Farm and Forest Preserve on ~14 acres of easements obtained with CFP funding in 2024. The proposal intends to construct two separate ADA-compliant trails at the Keystone Preserve. One trail (~0.7 miles in length) is planned through both a mature and a younger coniferous forest, which are managed by WCLT for improved health and timber quality. The second trail (~0.1 miles in length) is planned through a wooded area to connect a public parking area to a scenic viewpoint of Admiralty Inlet and the Olympic Mountains. In addition to providing better public access and outdoor experience for people of all abilities, these trails will also improve access for forest management. Trail signage is included in the proposal for educational and informational purposes. The CAB unanimously recommends a full (100%) funding award of \$127,000 is recommended.

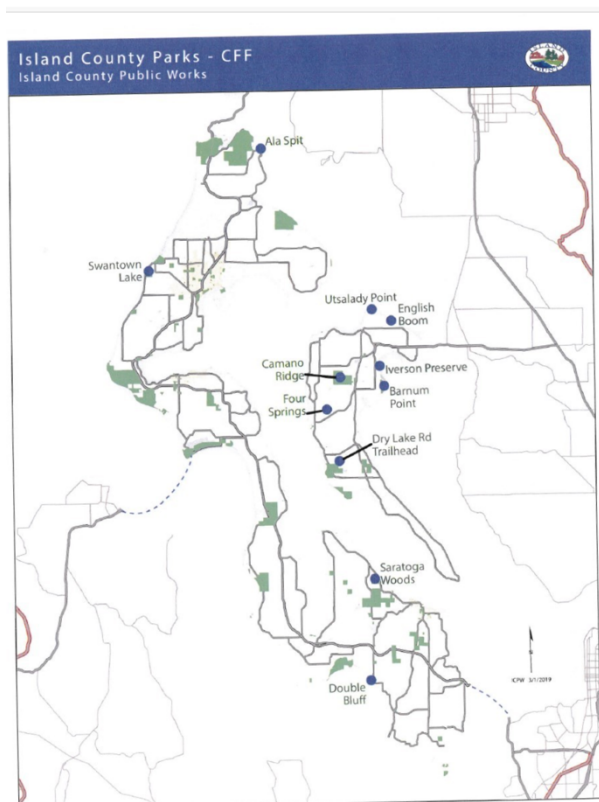
Proponent	Short description	Area affected (% of total area)	Duration of project	Total amount requested	CAB recommendation
Island County Parks Dept.	General maintenance and upgrades at 12 Park locations, including invasive species and environmental hazard management	988 acres (100%)	1 year	\$100,000	Majority recommendation to fully fund, contingent on future M&O applications containing better information on alignment with CFP objectives; minority could not make a recommendation due to low information content of application
Whidbey-Camano Land Trust	Creation of two (2) trails (0.8 miles) of ADA trails at Keystone Farm and Forest Preserve through mature and young native forest and connecting a parking area to a scenic overlook	14 acres (6%)	2 years	\$127,000	Unanimous recommendation to fully fund, based on excellent contextual planning, detailed design, and good alignment with CFP objectives

Island County Parks - Proposal Summary and Evaluation Criteria

Proposal Summary: Island County Parks Department

Island County Parks Department owns and manages ~3,500 acres of property, and ~33% (988 acres) were acquired with CFP funding distributed across twelve (12) parks (see Figure 1 below). The Parks Department is responsible for maintenance and operations of these properties, including maintenance, renovation, and upgrades of infrastructure, equipment, ADA access; invasive species control; habitat restoration; and managing environmental risks and hazards. In addition to developing and implementing the Park's stewardship plan, the Department accomplishes its mission in collaboration with non-governmental organizations, individual volunteers, and the Adopt-a-Park Program. The proposal presents a broad array of maintenance and operational activities to be supported with M&O funding, but very little specific or detailed information on how these activities aligns with CFP objectives. This makes it difficult to adequately determine how funding will fulfill the objectives of the CFP and whether the support will simply be used in a general maintenance budget. This raises concerns that CFP M&O funding could be supplanting or replacing existing Parks Department funding, which is a prohibited use of CFP funds (RCW 84.34.240). Project period is one (1) year.

Figure 1. Map of Island County Parks acquired through CFP funding to receive benefits of M&O funding



Proposal Strengths

1. Many of the described activities are likely to improve quality and availability of public access to the listed parks.
2. The Department has an existing stewardship plan consistent with the 2016 Island County Comprehensive Plan and fosters involvement with community organizations such as Friends of Camano Island Parks.
3. Some proposed activities are expected to improve forest health and stewardship in collaboration with Whidbey-Camano Land Trust and the Friends of Camano Island Parks.

Proposal Weaknesses and Uncertainties

1. There is little information on how funded activities will contribute to the parks' ecological function, resource protection, or improve infrastructure for CFP purposes.
2. Even the most obvious activities, namely those that enhance public access and experiences, are vaguely described. It is understandable that a detailed listing of all activities is not feasible. However, providing some salient and impactful examples of how M&O support is to be used would provide a better basis for evaluation.
3. There are no matching funds described nor is there a statement of need/urgency, implying that the work is discretionary.

Whidbey-Camano Land Trust - Proposal Summary and Evaluation Criteria

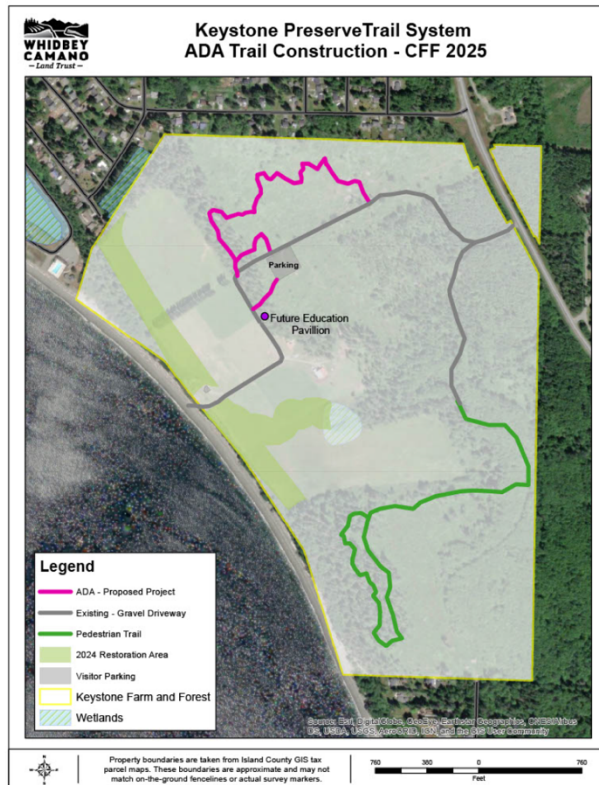
Proposal Summary: Whidbey-Camano Land Trust (WCLT)

The Keystone Preserve ADA Trail Construction Project is one step in WCLT's long-range planning to provide public access and enjoyment of a variety of natural habitats under conservation and restoration at the Keystone Farm and Forest Preserve. The proposed project intends to construct two (2) ADA-compliant trails: one trail will travel through mature and young coniferous forest (0.7 mile long), while the second trail will connect an existing parking area to a scenic overlook of Admiralty Inlet and the Olympic Mountains (0.1 mile; see Figure 2 below). In addition to trail construction, informational trail signage for visitors is proposed.

The proposed ADA-compliant trails will also serve as access routes for maintenance and stewardship activities required for the management of the young forest as part of the Preserve's forest restoration plan.

WCLT has already invested a year of planning for this project which has advanced to establishing the trail slopes and routes, with in-kind support by volunteers (~\$36,000) and WCLT staff (~\$15,000). Additional grant funding for \$10,000 in matching funds is already submitted. The CFP funding request is for actual construction costs and signage. Project period is two (2) years.

Figure 2. Map of ADA-compliant trails at Keystone Farm and Forest Reserve to be constructed through requested CFP funds in 2025.



Proposal Strengths

1. Detailed and specific plan to significantly increase public interaction with conservation forests and a scenic viewshed supported by an existing Keystone Management Plan (2024), current Island County Parks and Recreation Plan, and current Island County Non-motorized Trails Plan.
2. Proposed trails will serve multiple functions: improve public access and experience as well as access for stewardship and forest management, which contributes to enhanced ecosystem functions at Keystone Preserve.
3. The project involves a strong collaboration with community organizations and individuals (~1,200 volunteer hours and ~\$41,000 of in-kind funding), which will amplify accessibility and community awareness of the conservation and restoration efforts. Additionally, there is an emphasis on using local contractors for project construction.

Proposal Weaknesses and Uncertainties

1. Aside from stewardship access provided by the proposed trails, the project's contributions to improving ecological function and natural resources protection/mitigation is low.
2. The projected opening of Keystone Preserve to the public is reported to be in 2026, so benefit of the trails is actually a promised future benefit.



2025 CFP M&O Application

Project application for Conservation Futures Fund Program

M&O Application Deadline: March 3, 2025

Qualifications to apply:

- Organizations owning real property in Island County purchased with Conservation Futures funds may apply for M&O funds.
- Applicant may not use Conservation Futures funds to supplant existing maintenance and operation funding for the property.
- This application may fund up to two (2) years activity.
- Applicants are required to complete an annual project status report (two if two-year activity).

Please attach the following:

- Original/most recent/most applicable CFF contract or award information related to past CFF for this project.
- Any modifications, improvements, capital construction, changes in title, etc. to this project since the CFFs were awarded.

Upload:

2024 Keystone Preserve Easement Contract - Fully Executed.pdf

Applicant/Owner/Departmental Information:

Applicant/Department Name:

Whidbey Camano Land Trust

Address:

765 Wonn Rd, C-201, Greenbank, Washington 98253

Contact Name:

Jessica Larson

Contact Title:
Stewardship Director

Email:
jessica@wclt.org

Phone
(360) 222-3310

Property Information

Property Owner Name:
Whidbey Camano Land Trust

What is the ownership structure of the property? If other please explain:
Public trail only

CE = Conservation Easement

Total acres of property:
216

Acres affected by this project and percentage of total property:
14 acres or 6%

Property Title/Name:
Keystone Farm and Forest Preserve

Property Address:
29807 HWY 525, Coupeville, Washington 98253

Parcel Number(s):
R23119-350-0900, R23119-390-1700, R23119-390-0500, R23119-310-1000

Provide an short description of the project, its objective(s) and the rationale for acquiring Conservation Futures funds. This response should be limited a couple of paragraphs or a page of text. You can create a link, attach a document OR write the description - you need not provide all three unless all three are needed to understand your project.

Untitled

Untitled

The Keystone Preserve ADA Trail Construction Project will create 0.8 miles of wheelchair accessible trail at the Keystone Farm and Forest Preserve. The goal of the project is to create an inclusive outdoor experience for the community by providing access to our natural spaces for all people including people with disabilities.

There are two trails that will be constructed. The first will connect the parking area to the driveway that is flat and level providing expansive views of the Puget Sound and Olympic Mountains. This trail will also connect to the future education pavilion, a planned future phase of construction. The second trail is the north loop trail that is approximately 0.7 miles long and travels through a short portion of mature forest before meandering through a young growing conifer forest with peek-a-boo views of Admiralty Bay. The trail will be constructed of compacted gravel and will be six feet wide. All trail specifications for accessibility standards will be followed including trail grade, surfacing, width, obstacle height and cross slope.

Land Trust staff and volunteers have already roughed-in the location of the trail to provide cost savings and

efficiencies for the project. Several local contractors are interested in completing the vegetation removal, grading and gravel work. The CFF M&O request is to cover costs associated with the contractor portion of the project, estimated at \$125,000. An additional \$2,000 is for signage of the trail which is an important part of an accessible trail system so that users know what to expect on the trails. Island County has a trail and education pavilion easement (Contract #: CFF-2024-AI) on the property to facilitate the implementation of this project.

The goal is to have construction in the summer of 2025, however depending on contractor schedules work may fall into the 2026 construction window.

Include a map depicting the location of the proposed project. You can create a link or upload a file.

Untitled

Keystone_Trail_CFF2025.pdf

Timeframe for use of project funds: Resolution C-54-24 only allows "up to 2 years activity".
2 year

Outside Project Partners or Collaborators, please list:

Project Evaluation Criteria

1. Ecological Systems:

A. Biological Function

Does this project improve the biological function of the property?

Yes

If yes, to the above write a short description of how it improves biological function:

This new trail network will also serve as maintenance and stewardship access to portions of the young forest that will need active management by Land Trust staff and volunteers in the years to come, so the forest ecosystem recovery will benefit from this access.

B. Environment:

Does this project aid in the restoration of degraded environments or eliminate ecological threats?

Yes

If yes to the above, please write a short description how this is accomplished:

As noted, the project provides improved access to an area of the Preserve that needs additional stewardship restoration resources. Clearcut in 2016, the growing Douglas firs are competing against Himalayan blackberry. Vegetation is so thick in this area it is difficult for staff and volunteers to access the site for invasive removal. With an open trail corridor, this space will be easy to reach, and Himalayan blackberry removed to allow for native vegetation to thrive.

C. Resources:

Does this project protect groundwater resources?

Does this project mitigate surface water discharge or flooding risk?

Does this project reduce, remove, or eliminate significant hazards to resources?

Is this project part of an existing or developing stewardship, O&M, or management plan? How does this project impact that plan?

Yes

Is this project supported by one or more federal, state, regional or local plans?

Yes

If you said yes to any of the above, please briefly provide a description:

The project is part of the Keystone Farm and Forest Management Plan approved in 2024. It has always been the intention of the Land Trust to provide ADA trail access on this site as part of the property's recreational opportunities for the public.

Universal access and wheelchair accessibility projects are also supported by the Island County Parks and Recreation Plan and Island County Non-Motorized Trail Plan. Federal and state agencies also acknowledge the importance of providing universal access to the public.

D. Human well-being and health:

Does this project improve or increase the property's public access?

Yes

Does this project create a more positive public experience?

Yes

Does this project improve air quality or create a fire buffer?

Does this project improve or protect scenic views?

Does this project create, repair, expand or improve ADA access to all or a portion of the property?

Yes

Does this project reduce motorized, provide, or aid in transportation to the property?

Does this project protect, maintain, improve, or provide new infrastructure vital to the property within the context of the CFF purpose?

Yes

If you checked yes to any of the above, please provide a brief description:

The focus of this project is to create ADA access to improve the property's public access and to create a more positive public experience. It will create new ADA access and is the most extensive ADA project the Land Trust has pursued to date. The goal is to get people of all abilities out into nature and remove barriers that might be limiting people from getting outdoors. It will greatly improve the recreational opportunities on the site for all people. Along with providing new and accessible public trails it will expand the possibilities for future educational activities on the site.

E. Climate Resilience and Adaptation to Climate Related Stressors:

Does this project aid in carbon sequestration and ecosystem processes that moderate climate phenomena?

Will this project reduce risks, costs, and losses associated with climate-related damage?

Yes

If you checked yes to any of the above, please provide a short description:

The trail will improve Land Trust staff's ability to monitor forest conditions and respond to any issues, including those related to climate change. Likely issues to be observed would be heat and drought related vegetation damage, insect activity or increased storm damage. Increased public use on these trails will provide additional eyes on the site if any issues do occur.

2. Agriculture:

If this property qualifies as a working farm or agricultural property which of these apply:

Does this project improve the quality and condition of the soils?

Does this project contribute to local and/or regional food security

If you checked yes to any of the above, please provide a brief description:

3. Forestry:

If this property qualifies as a working forest or a stewardship forest, describe the following that apply.

Does this project improve the timberland quality and condition?

Yes

If you checked yes to the above, please provide a brief description:

As noted earlier, better access to the forest will help to facilitate noxious weed removal from the forest. This will accelerate the forest to a healthier condition and make it more resilient to climate change.

4. Alignment and Leverage:

The following element addresses how the project is aligned with other entities and how they are leveraged.

Does this project have matching funds?

Yes

If you checked yes to the above, please list the sources of funding and the dollar amount:

The Land Trust has put a year's worth of staff and volunteer time into the creation of the ADA trail system. Over 150 volunteers put in almost 1,200 hours working on trail routing and roughing in the trail, a value estimated at \$36,000. An additional grant application was submitted to the Land Trust Alliance seeking matching funds at \$10,000. The Land Trust is providing staff oversight as match, a value estimated at \$15,000.

5. Risks of Not Funding:

The following elements address the risks associated with the project not receiving funding support:

Is there immediacy of loss of conservation, cultural significance, food source, supply chain, equity and/or climate resilience if this funding is not obtained?

Is there a unique or time-limited opportunity associated with this property?

Yes

If you checked yes, please briefly explain:

Keystone Preserve is not yet open to the public. This is a perfect time to construct the improved trail to provide ADA wheelchair opportunities right at the opening of the site. It integrates universal access into the visitor experience right at the start and will limit visitor disruption by having the trail built and in place before the site is open to the public in 2026.

6. Stewardship, Management, and Maintenance Needs:

Are there any structures, occupied or unoccupied on this property (whether part of this request or not)?

Yes

Is there a strategy for managing future costs, liability and risk?

Yes

If you checked yes to the above, please briefly explain:

There is a caretaker residence and associated outbuildings on the site as well as a barn. Both are located to the south of the project area. The caretaker residence is onsite to reduce risk associated with public access and provide fast response to any issues. They also manage the infrastructure and monitor the unoccupied structures on the property.

M&O Budget

Category	CFF Request Yr1	CFF Request Yr2	Total M&O Request
Salaries and Benefits	Untitled	Untitled	Total Purchase \$0.00
Equipment & Services	Untitled \$127,000.00	Untitled	Untitled \$127,000.00
Other Costs	Untitled	Untitled	Untitled \$0.00

List other costs:

Note: Year 1 costs may roll into year 2 depending on contractor availability.

Total Costs:	Untitled \$127,000.00	Untitled \$0.00	Untitled \$127,000.00
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If you would prefer to upload your budget file, please place here:



2025 CFP M&O Application

Project application for Conservation Futures Fund Program

M&O Application Deadline: March 3, 2025

Qualifications to apply:

- Organizations owning real property in Island County purchased with Conservation Futures funds may apply for M&O funds.
- Applicant may not use Conservation Futures funds to supplant existing maintenance and operation funding for the property.
- This application may fund up to two (2) years activity.
- Applicants are required to complete an annual project status report (two if two-year activity).

Please attach the following:

- Original/most recent/most applicable CFF contract or award information related to past CFF for this project.
- Any modifications, improvements, capital construction, changes in title, etc. to this project since the CFFs were awarded.

Upload:

2021 CFF BARNUM POINT APPLICATION.pdf

2021 CFF M AND O APPLICATION.pdf

2021 CFF SARATOGA WOODS APPLICATION.pdf

2023 CFF M AND O APPLICATION.pdf

Applicant/Owner/Departmental Information:

Applicant/Department Name:

Island County Parks Department

Address:

Address Line 1

City

State

Zip Code

Contact Name:

First

Last

Contact Title:**Email:****Phone**

Property Information

Property Owner Name:**What is the ownership structure of the property? If other please explain:**

- ☒ Fee simple public ownership ☐ Public trail only
- ☐ Fee simple ownership with a CE by another owner ☐ Public deed of right only
- ☐ Public CE only ☐ Other

CE = Conservation Easement

Total acres of property:**Acres affected by this project and percentage of total property:** **Property Title/Name:**

Property Address:

Island County Parks Conservation Futures Fund Acquisitions

Address Line 1

Coupeville

City

Washington

State

98239

Zip Code

Parcel Number(s):

1. Property Name: Ala Spit, Swantown Lake, Saratoga Woods, Double Bluff, Alito, Utsalady, English Boom, Iverson Preserve, Barnum Point, Camano Ridge, Four Springs Lake Preserve, Dry Lake Trailhead.

Tax Parcel and Property Identification Number(s):

R23432-382-1420 111756
R23432-458-1760 111809
R23432-341-1440 111729
S7190-00-01001-0 283099
57190-00-01003-0 283115
R13332-067-0240 39354
R13332-067-0580 39372
R13332-067-1070 39390
R13332-067-1230 39407
R13332-067-0400 39363
R13332-067-0750 39381
R13332-188-0750 39513
R13332-132-1530 39434
R13332-067-0900 434738
R13332-067-0100 487823
R33029-214-0610 802262
R33029-247-0610 802263
R33029-290-0670 802264
R33029-323-0670 802265
R33029-147-0620 802260
R33029-389-0670 802267
R33029-165-1620 802276
R33029-189-2190 802910
R33029-234-2500 803459
R33029-181-0620 802261
R33029-356-0670 802266
R33029-232-1610 802277
R22923-056-2990 57146
R22923-115-3600 57244
R22923-078-3270 601995
R22923-105-3520 602002
57140-00-00006-0 271841
57140-00-00007-0 271850
R23111-342-3520 754589
R23236-131-4000 96880
R23236-337-1340 96915
R23236-130-1320 96871
R23235-050-4950 96256
57635 00 00000 0 338780

Provide an short description of the project, its objective(s) and the rationale for acquiring Conservation Futures funds. This response should be limited a couple of paragraphs or a page of text. You can create a link, attach a document OR write the description - you need not provide all three unless all three are needed to understand your project.

Link

Upload File

PROJECT DESCRIPTION

The funds will help to pay for the maintenance and operations of all the Island County Parks properties (as described above} purchased with Conservation Futures Funds (CFF}. Island County has over 3,500 acres of parks property, 33% being CFF acquisitions. The goal being to maintain and operate the CFF parks while enhancing the public's access and experience through projects addressing:

1. Hardscapes - bathrooms, portable toilets, parking lots, water and power systems, fencing signage, kiosks, picnic shelters, and off leash areas.
2. Softscapes - lawns, trees, shrubs, mowing, trimming, pruning, pest control, fertilization and using Horticultural Best Management Practices.
3. Maintenance for equipment used in C.F.F. parks
4. Parks projects - renovations and upgrades of both hardscapes, softscapes, trails and natural areas
5. Control and removal of Invasive Species and Restoration of Habitat.
6. Identifying and improving A.D.A access to parks properties.
7. Identifying and controlling environmental risks and hazards.
8. Enabling the principals of good stewardship.
9. Continue to partner with N.G.O.s Individual Volunteers and the Adopt- A-Park program.

Written Description

Include a map depicting the location of the proposed project. You can create a link or upload a file.

Link

Screenshot 2025-01-08 133540.png

Upload File

Timeframe for use of project funds: Resolution C-54-24 only allows "up to 2 years activity".

☒ 1 year ☐ 2 year

Outside Project Partners or Collaborators, please list:

Whidbey Camano Land Trust
FOCIP Friends of Camano Island Parks
Whidbey Bicycle Club
Back Country Horsemen
FETCH (Free Exercise time for Canines and Humans)
Island County Adopt-a-Park Program

Project Evaluation Criteria

1. Ecological Systems:

A. Biological Function

Does this project improve the biological function of the property?

☒ Yes

If yes, to the above write a short description of how it improves biological function:

Regular monitoring, signage, and recognizing potential threats, and damage within CFF parks and properties are important tools in maintaining ecological and biological integrity.

B. Environment:

Does this project aid in the restoration of degraded environments or eliminate ecological threats?

☒ Yes

If yes to the above, please write a short description how this is accomplished:

Regular maintenance and stewardship of CFF Parks includes the reduction or elimination of invasive species and removal of potential hazardous materials.

C. Resources:

Does this project protect groundwater resources?

☒ Yes

Does this project mitigate surface water discharge or flooding risk?

☒ Yes

Does this project reduce, remove, or eliminate significant hazards to resources?

☒ Yes

Is this project part of an existing or developing stewardship, O&M, or management plan? How does this project impact that plan?

☒ Yes

Is this project supported by one or more federal, state, regional or local plans?

☒ Yes

If you said yes to any of the above, please briefly provide a description:

1. Recognizing and mitigating potential environmental threats in CFF park properties will help protect ground water resources.
2. Island County Parks is maintains vegetation to mitigate flooding and surface water discharge in CFF parks, where feasible parks has taken steps to reduce impervious surfaces to reduce surface water and flooding.
3. Some of the CFF parks properties have important habitat such as riparian forest and tidelands. More frequent visits by Parks staff helps to identify and remove hazards to resources.
4. Providing public access to these properties invites new users to the sites and helps to foster an interested community group to help with stewardship of the properties. Friends of Camano Island Parks (FOCIP) are a prime example of a group that supports and participates in the conservation of these CFF properties.
5. The Island County Comprehensive Plan from 2016 ,and the new plan for 2025 has and will guide us in the acquisition, planning and maintenance of not only CFF properties but all Island County Parks properties.

D. Human well-being and health:

Does this project improve or increase the property's public access?

☒ Yes

Does this project create a more positive public experience?

☒ Yes

Does this project improve air quality or create a fire buffer?

☒ Yes

Does this project improve or protect scenic views?

☒ Yes

Does this project create, repair, expand or improve ADA access to all or a portion of the property?

☒ Yes

Does this project reduce motorized, provide, or aid in transportation to the property?

☒ Yes

Does this project protect, maintain, improve, or provide new infrastructure vital to the property within the context of the CFF purpose?

☒ Yes

If you checked yes to any of the above, please provide a brief description:

1. Public Access is an important part of already acquired CFF property and is integral to the planning and development of any CFF acquisition. Island County Parks will continued to maintain existing trails and access points and make upgrades .
2. The CFF Acquisitions to Island County Parks are always evolving. This evolution is part of an ongoing process of observation and public input as an acquisition matures within the system. Additions and corrections to CFF parks and properties is part of that evolution to create a safe and more positive public experience.
3. Mowing tall grass and removing dead timber help mitigate against fire and create a fire buffer.
4. Island County Parks recognizes the need to monitor and protect scenic views and corridors while respecting nature within CFF parks properties.
5. ADA access has, is, and will continue to constantly evaluated to provide those with limited mobility the opportunity to enjoy what a CFF property has to offer. Planning for ADA access is also integral part of the CFF acquisition process.
6. Access to a CFF park or property is of prime concern whether it be by public or private transportation. Some properties are accessible by public transportation while others are connected to existing trail systems and bike routes. All activities with the properties in non-motorized,
7. Island County Parks is always seeking to maintain, improve and upgrade its infrastructure in CFF parks and properties where appropriate. Funding of this grant will allow Parks to address the need to make these infrastructure improvements.

E. Climate Resilience and Adaptation to Climate Related Stressors:

Does this project aid in carbon sequestration and ecosystem processes that moderate climate phenomena?

☒ Yes

Will this project reduce risks, costs, and losses associated with climate-related damage?

☒ Yes

If you checked yes to any of the above, please provide a short description:

1. By maintaining existing forests and natural areas on CFF properties Island County is mitigating climate related damage and aid in carbon sequestration.
2. Island County Parks Department Staff are uniquely situated to observe changes that are taking place in the parks system as related to climate change. We monitor, and report our findings, and if necessary prepare a plan to address these issues.

2. Agriculture:

If this property qualifies as a working farm or agricultural property which of these apply:

Does this project improve the quality and condition of the soils?

☐ Yes

Does this project contribute to local and/or regional food security

☐ Yes

If you checked yes to any of the above, please provide a brief description:

3. Forestry:

If this property qualifies as a working forest or a stewardship forest, describe the following that apply.

Does this project improve the timberland quality and condition?

☒ Yes

If you checked yes to the above, please provide a brief description:

Island County Parks does practice Forest stewardship in conjunction with the Whidbey Camano Land Trust and Friends of Camano Island Parks. Saratoga Woods and Barnum Point being prime examples

4. Alignment and Leverage:

The following element addresses how the project is aligned with other entities and how they are leveraged.

Does this project have matching funds?

☐ Yes

If you checked yes to the above, please list the sources of funding and the dollar amount:

5. Risks of Not Funding:

The following elements address the risks associated with the project not receiving funding support:

Is there immediacy of loss of conservation, cultural significance, food source, supply chain, equity and/or climate resilience if this funding is not obtained?

☒ Yes

Is there a unique or time-limited opportunity associated with this property?

☐ Yes

If you checked yes, please briefly explain:

Without this funding Island County Parks will find it more difficult to consistently monitor, and correct damage of conservation areas such as forests, shorelines both littoral and riparian, and repair and maintain infrastructure.

Written Documentation

6. Stewardship, Management, and Maintenance Needs:

Are there any structures, occupied or unoccupied on this property (whether part of this request or not)?

☒ Yes

Is there a strategy for managing future costs, liability and risk?

☒ Yes

If you checked yes to the above, please briefly explain:

1. Saratoga Woods Picnic Shelter legacy historic building renovated with CFF funds
2. 4 Springs Event Center no CFF funds expended on any of the structures. The structures, however are on CFF acquired property.
3. Barnum Point Island County Parks Shop no CFF funds expended on the shop. The structure, however is on CFF acquired property.

1. Safety and assessing liability is a high priority for Island County Parks for its employees and park visitors. The more visits from Parks staff to these properties the better the opportunity to observe and identify hazards and address them. With these funds, Parks can maintain its CFF properties at a high standard with more frequent visits that help to mitigate risk to Island County and park users.

Certain fixed costs for CFF parks is dictated by supply and demand of which we have no control. We do recognize and plan for future projects and maintenance so we can anticipate costs.

M&O Budget

Category	CFF Request Yr1	CFF Request Yr2	Total M&O Request
Salaries and Benefits	<input type="text" value="\$75,000.00"/>	<input type="text"/>	\$75,000.00
Equipment & Services	<input type="text" value="\$25,000.00"/>	<input type="text"/>	\$25,000.00
Other Costs	<input type="text"/>	<input type="text"/>	\$0.00

List other costs:

Total Costs:	\$100,000.00	\$0.00	\$100,000.00
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If you would prefer to upload your budget file, please place here:



2025 CFP Project Application

Project application for Conservation Futures Fund Program

Project Application Deadline: March 3, 2025

Applicant/Owner Information:

Project Name:

Double Bluff

Organization:

Whidbey Camano Land Trust

Address:

765 Wonn Rd Ste. C201, Greenbank, Washington 98253

Email:

kurt@wclt.org

Phone

(360) 222-3310

TIN/EIN:

911,261,928

Owner Information if different from Applicant

Name:

Organization:

Legacy Family Tree LLC

Address:

14888 SR 525, Langely, Washington 98260

Phone:

Email

Property Information

Property Title/Name:

Double Bluff

Parcel Number(s):

R22926-445-1501, R22926-395-0350, R22923-067-0650, R22923-067-1980, R22923-200-1620, R22923-160-0310

Include a map depicting the boundary lines of the proposed project. You can create a link to the description, attach a document or write the description.

Include documentation you have regarding any existing easements on the project parcels. You can provide written descriptions or upload documents.

There are no significant easements on the property beyond basic utility and access easements.

File4

Double Bluff CFF_Conceptual Plan.pdf

Double Bluff_Vicinity_Map.pdf

Provide an overall description of the proposed project and the rationale for acquiring Conservation Futures funds. This response should be between a paragraph and a full page of text. You can create a link, attach a document or write the description below.

Untitled**Untitled**

The Whidbey Camano Land Trust (Land Trust) is requesting \$300,000 of Island Conservation Future Funds (CFF) to acquire and permanently conserve 257 acres of exceptional coastal forest, lake, wetland, marine feeder bluff and shoreline habitat located along Useless Bay on south Whidbey Island. The project is estimated to cost a total of \$7,500,000 and CFF support will help leverage substantial matching funding from State and Federal partners, including funding through the US Fish and Wildlife Service's National Coastal Wetlands Conservation Program, the Washington State Salmon Recovery Funding Board, and the Washington Recreation and Conservation Office. We also intend to raise additional private funding that will clearly demonstrate the profound importance and immense public support for this project.

This property, Double Bluff, is the heart of the Land Trust's Double Bluff Priority Area and represents one of the top conservation priorities in Island County. This project will permanently protect the iconic property, encompassing 3,500 feet of shoreline and 42 acres of nearshore marine habitat that includes over 7 acres of coastal tidelands and 35 acres of bluffs and beach. The property also includes 137 acres of coastal upland forest and an approximately 78-acre wetland complex that contains a 15-acre undeveloped lake and associated stream that is a tributary to Island County's Deer Lagoon, a historic estuary that is known to host non-natal populations of juvenile salmon, including chinook, coho, pink, and chum.

The project benefits a wide range of marine nearshore, freshwater, and forest dependent wildlife species. The feeder bluffs on this property are identified by the Washington Department of Ecology as "Exceptional Feeder Bluffs" and range between 200-350 feet high along the entirety of the 2/3-mile shoreline. Federal and state listed endangered salmon and other marine benthic organisms use the eelgrass beds in the intertidal zones as Essential Fish Habitat (EFH), and the upland forests and freshwater areas provide habitat for federal and state listed species including pileated woodpecker, western toad and peregrine falcon. The project also involves ensuring future public access to this spectacular property by formalizing public use of its beach, which connects with Island County's Double Bluff County Park, while also creating a trail network through the forested uplands.

Conversion of this property into residential development is a major threat to habitat, potentially resulting in degradation and failure of the feeder bluffs in this critically important area for fish and wildlife. Protecting this property and precluding any future development and deforestation of the uplands will avoid future sources of residential contaminants and shoreline hard-armoring, and large-scale bluff failures that are responsible for degrading nearshore ecosystems around the Puget Sound. The protection of intact

habitats, including diverse coastal forestland, is widely accepted as the most effective means of sustaining ecosystem function and wildlife populations. This project is a rare opportunity to protect a two-thirds of a mile intact beach, bluff, and upland habitat under single-ownership.

Project Team

Whidbey Camano Land Trust

Please provide a Primary Project Contact person and appropriate contact details.

Kurt Schlimme, kurt@wclt.org, 360-222-3310

Team List:

Ryan Elting, ryan@wclt.org, 360-222-3310

Melissa Holme, melissa@wclt.org, 360-222-3310

Outside Project Partners or Collaborators:

Please provide a list of partners or collaborators not listed above.

Please provide a letter of support or approval for your project application from your board or governing body.

Signed Resolution 2025-03 Conservation Futures Fund Applications.pdf

Project Evaluation Criteria

****Please indicate which section or subsection you are providing detail about. i.e. "c. This project provides enhanced species function and quality by ... "***

1. Ecological Systems: Provide details about your project's significance in the following areas that apply:

A. Biological function

- a. Protect, conserve, enhance, or restore a species or community with special status.
- b. Provide important habitat for any specific species (i.e., salmonids).
- c. Provide or enhance species function, quality, or resilience.
- d. Reduce or eliminate the threat of invasive species.
- e. Can this project be reasonably managed and with this management retain long-term viability?
- f. Does this project have undisturbed non-ag soils that support mycorrhizal networks and insect life, if so what percent of the total project do these soils represent?

Untitled

Protection of the Double Bluff property will protect and conserve important species on Whidbey Island and in the Salish Sea. In particular, the completion of the Double Bluff acquisition project will benefit numerous species currently managed by state and/or federal agencies as "at risk." Among these species are the

silver-haired bat, bald eagle, common loon, peregrine falcon, pileated woodpecker, American white pelican, Puget Sound Chinook salmon, Hood Canal summer chum, Puget Sound steelhead, yelloweye rockfish, quillback rockfish, brown rockfish, copper rockfish, eulachon smelt, surf smelt, Dungeness crab, Pacific herring, and Pacific sand lance. These species have been seen within or are known to use both the project site and its surrounding areas and will benefit from this project. Further, the sandy substrate of the intertidal areas of the project area is highly productive habitat for shellfish such as clams, including priority species hard shell clams, mussels, and oysters, for which the adjacent Double Bluff County Park provides year-round harvest opportunities. Protecting the shoreline and uplands will benefit native shellfish species by maintaining nearshore processes that would be negatively impacted by development.

The Double Bluff property contains approximately 210 acres of mixed canopy forest. The mature second-growth forest provides nesting, perching and roosting sites for a variety of birds and mammals. Birds known to nest on site include bald eagles, osprey, pigeon guillemot, dunlin, great-horned owls, and pileated woodpeckers among many others. Bald eagles are especially fond of the blufftop, where they are believed to nest in the forest above the shoreline. The forest also provides excellent habitat for cavity-nesters such as raccoons and bats, as well as terrestrial species such as mink, river otter and coyote. Western toads also use the property, benefitting from the unfragmented forest habitat and presence of Oliver Lake, which provides a freshwater breeding area for the species.

The property's forest is a diverse mix of deciduous and conifer tree species, including Douglas fir, western red cedar and bigleaf maple, uncommon for Whidbey Island. Sections of the forest also contain mature red alder which are in need of forest enhancement work as they approach the end of their life cycle. The healthy, native understory throughout the property consists of sword fern, salmonberry, huckleberry and, in wetland areas, skunk cabbage.

The property also provides important migratory habitat for salmon, which contributes to the resilience of salmonid species. Whidbey Island's nearshore waters provide essential food, shelter, and refuge for migrating salmon and other fish. The WRIA 6 Multi-Species Salmon Recovery Plan acknowledges the importance of this corridor for use by migrating central and south Puget Sound salmon species from juveniles to adults for forage and refuge. The area is also designated as a Critical Habitat Area for federally threatened Puget Sound Chinook under the Endangered Species Act, and by NOAA Fisheries as Essential Fish Habitat for pink salmon, coho salmon, coastal pelagic species, and groundfish. Returning to spawn, the adult salmon use the nearshore to feed on Pacific sand-lance, Pacific herring and surf smelt, the primary food sources for Chinook salmon, and as refuge from large predators such as Harbor Seals and federally endangered Southern Resident Killer Whales.

The property's feeder bluffs, categorized as "exceptional" by the Washington Department of Ecology, range between 200-350 feet high along the entirety of the 2/3-mile shoreline. The sediment eroding from these feeder bluffs enriches and maintains shallow nearshore habitats, which in turn supports extensive eelgrass beds that form the required spawning habitat for sand lance and herring. Finer-grained sediments create substrates necessary for benthic organisms like pandalid shrimp, a vital source of food for grey whales during their seasonal use of Admiralty Inlet. Kelp and eelgrass beds off the coast of the property will also benefit from protection. These eelgrass beds and patches of kelp as well as the sandy shoreline provide excellent spawning habitat for forage fish.

Finally, the property's undeveloped upland forest includes freshwater features that provide indirect benefits to salmon through watershed protection adjacent to the nearshore environment. The 15-acre Oliver Lake is completely buffered by wetlands and drains through a perennial stream that flows a quarter mile northwest into Deer Lagoon which is known rearing habitat for juvenile salmon and forage fish. Additional wetlands lining the deep valleys that cross through the property provide extensive water quality benefits to Useless Bay and Puget Sound as well as substantial wildlife habitat.

Given the Land Trust's knowledge and expertise and the high-quality habitat on the property, long-term

viability of this site will remain high. Following protection, the Whidbey Camano Land Trust will own and manage the Double Bluff property as a nature preserve with appropriately scaled, low-impact public access. In 2022 the Land Trust purchased a 10-acre property on Wahl Road, that was on the active real estate market, to ensure our ability to manage and provide access to the Double Bluff property if it were ever able to be protected. Management of the property will be carried out by the Land Trust's seven-member stewardship team who have extensive experience coordinating the monitoring and stewardship of all conservation easements and protected lands owned by the Land Trust. The Land Trust will implement and monitor restoration activities (primarily invasive species removal in and around the wetlands adjacent to Oliver Lake and within a previously cleared homesite near the bluff edge), coordinate volunteer help from our 300+ volunteer network, and ensure that all aspects of property maintenance, restoration, and public access are covered. Volunteer site stewards will assist with monitoring public beach access and forest trail use.

The Whidbey Camano Land Trust has extensive experience owning and managing public access to beach and forest properties and restoring large natural systems. The Land Trust owns the 216-acre Keystone Preserve, as well as the Possession Sound Preserve with 1/2-mile of trail and 1/2-mile of public beach. The Land Trust has designed, permitted and installed ten trailhead parking areas, and is well equipped with the knowledge and experience necessary to maintain the conservation values of the property. Furthermore, the Land Trust Conservation Plan stipulates that within a year of acquisition, a property management plan is developed for each fee-owned property. Each year during the Land Trust budget and work plan creation process, all management plans are reviewed and individual property work plans are updated for the coming year. Significant Land Trust management plans include Admiralty Inlet Preserve with input from different agencies and Trillium Community Forest with more than 18 months of public input and coordination with Island County. The Land Trust drafted the management plan for Island County's Barnum Point County Park. A management plan is currently being drafted for the Keystone Farm and Forest Preserve and has involved substantial public input opportunities, including from tribes and through community focus groups.

This entire property's soils and forest have long been undisturbed, with no known agricultural use ever occurring and the last timber harvest likely occurring 80 years ago. While no formal surveys have been undertaken, given the lack of human-caused disturbance, the entire 257 acres of the property's soils support a vast mycorrhizal network and associated invertebrate populations.

B. Environment

- a. Provide connectivity to and/or enhancement of other protected lands and water bodies. Include the name and size (in acres) of the connected property or water body.
- b. Enable or support restoration of degraded environments.
- c. Significance of the site's habitat to the larger ecosystem: locally, regionally, or statewide.
- d. Reduce or eliminate a threat to ecological integrity or a developing ecological threat.

Untitled

The Double Bluff property provides essential connectivity to other protected lands and waters. Located in the southwest part of Whidbey Island on Useless Bay, Double Bluff is the centerpiece of the Double Bluff Priority Area, one of 28 priority areas in Island County identified in the Land Trust's Conservation Plan. The plan was developed with input from natural resource experts as well as through a community stakeholder-driven process involving public workshops and surveys. The Double Bluff Priority Area includes exceptional marine feeder bluffs, conifer and deciduous forests, a freshwater lake, wetlands and streams that provide habitat for a variety of wildlife and plant species.

The property is identified as being entirely within The Nature Conservancy's identified Resilient and

Connected Network of lands which is a connected network of resilient and biodiverse lands across the United States. The Double Bluff Priority Area also connects to a critical habitat corridor providing connectivity between the Land Trust's Useless Bay Priority Area (centered around Useless Bay, which despite its name is very useful to fish and wildlife), Freeland Priority Area (centered around the unincorporated town of Freeland) and the Mutiny Bay Priority Area (centered around the Land Trust's largest protected area, the 710-acre Trillium Community Forest), shown on the attached Protected Lands Context map.

The Land Trust's 10-acre property on Wahl Road is adjacent to the west of the Double Bluff property and was purchased with the hope of providing public access to the Double Bluff property if the Land Trust was able to acquire it. Immediately across Wahl Road from that property is the Wahl Road Trust Land property, a 20-acre forest owned by the Washington Department of Natural Resources under a 50 year lease to Island County, featuring pileated woodpecker habitat of mature forest and healthy wetlands. Double Bluff County Park and the 379-acre Deer Lagoon Preserve, both owned by Island County, are located within ¼ mile east of the property. The State of Washington also owns significant tidelands adjacent to the property's shoreline and tidelands.

This project will enable or support restoration of degraded environments through the extensive removal of English holly on approximately 10 acres around Oliver Lake. Additionally, portions of the property's forest contain mature red alder stands that are approaching their life expectancy. The Land Trust plans to underplant these areas with conifers to improve species diversity and help accelerate stand succession as alder mortality increases. Several stands could also benefit from targeted thinning to improve forest structural diversity and encourage additional recruitment. These activities will improve forest health, enhance wildlife habitat, accelerate carbon sequestration and bolster climate resilience.

The full ecological value of Double Bluff extends well beyond the property's boundaries, having critical impacts on the larger ecosystem of Whidbey Island and the Salish Sea. Double Bluff is an iconic Whidbey Island landform, and development here will have a direct, negative impact on bluff stability and associated nearshore habitats, degrading the quality of salmon habitat, forage fish spawning habitat, bald eagle habitat, and the productive eelgrass beds that support shellfish and migratory birds. The 200- to 350-foot-high feeder bluffs provide regular sediment inputs to the beach and nearshore areas that drive ecological processes along estuaries and tidal flats within Useless Bay and Admiralty Inlet. Intact feeder bluffs are critical sources of coastal sediment, but development on these bluffs drastically accelerates this process, resulting in large-scale failures that disrupt the natural coastal sediment balance. In addition to their importance for maintaining beaches and spits, feeder bluffs play a crucial role in the formation of complex nearshore habitats that have greatly diminished in Puget Sound over the past century. The property's exceptional bluffs are critical to nearshore ecosystems on site and for nearby estuaries, such as neighboring Deer Lagoon. Moreover, the property sits along the Admiralty Inlet, one of the main salmon waterways of the Puget Sound.

The property is within a resilient and connected habitat area and includes forestland, riparian and coastal areas that sequester carbon and provide ecosystem services essential to the climate resilience of Whidbey Island and Puget Sound. The Nature Conservancy's Resilient Land Mapping Tool estimates that, based on 2010 landcover data, this property currently holds 37,900 mt of carbon sequestered with an annual sequestration rate of 203 mt. This forest also produces oxygen, helps improve air quality, protects water quality and provides other ecosystem services essential for climate resilience of the Island's human and natural and wildlife communities. Intact riparian vegetation around the lake and stream helps prevent erosion of these sensitive areas, mitigates extreme temperature fluctuations and stream flows, enhances water quality and provides habitats and important food sources for wildlife. The freshwater lake provides water for wildlife throughout the year and especially during summer droughts.

It cannot be exaggerated how unique and rare an opportunity this is to protect a large, ecologically rich property like this one in Island County. This property is one of the top two land protection priorities left in the County. It is safe to say that no property contains the same combination of size, natural features, and

high-quality ecological conditions as this one. It needs very limited restoration.

The threat to ecological integrity that the Whidbey Camano Land Trust seeks to address through this project is the threatened conversion of a long stretch of undeveloped coastline and related negative impacts on exceptional feeder bluff on Whidbey Island. This is a highly desirable property for development. And while its existing access and critical areas would help limit the overall development potential to well below the maximum scenario of 51 lots allowed by zoning, its features, including Puget Sound and mountain views as well as the entirety of the undeveloped Oliver Lake, would make it highly attractive for development. The likely development scenario of 5-7 premium estate lots, through the installation of utilities, roads, homesites, and view corridors, would highly degrade the property's upland acreage, directly impacting important forest, lake, wetland, and riparian habitat, and negatively impacting functionality of the nearshore and marine habitat of the property that salmon and various other marine wildlife rely on. The integrity of the property's steep, exceptional bluffs would be compromised, disrupting natural sediment transport and negatively impacting stability. The offshore kelp and eelgrass beds would be degraded, impacting important spawning habitat for forage fish and migratory habitat for juvenile and adult salmon, including threatened Hood Canal chum and chinook, coho, and pink salmon.

Development would also increase the chances of future hard armoring of the exceptional bluffs. While Island County's Shore Friendly Program has done a great job working with coastal landowners to remove hard armoring, the amount of shoreline armoring has increased in the County, and will likely continue to go up in future decades due to expected sea level rise fueled by climate change. Any development of this property would likely involve placing several, high-end homes as near to the bluff as permitted. As the bluffs wear away, these homes would undoubtedly need to be protected by installation of some sort of armoring along the base of the bluff. And while many landowners follow the appropriate permitting process to install hard armoring, the vast majority do not. The 2023 Island County Shoreline Armor Survey found that 95% of all new armoring was put in without an Island County permit. Some of those landowners applied for a permit after the fact, but once the armoring is in place, it is difficult to reverse course. It was also found that 20% of all new armoring was placed along feeder bluffs, like those at the Double Bluff project area.

C. Resources

- a. Protect groundwater resources such as aquifer recharge or reduce the risk of seawater intrusion into drinking water.
- b. Prevent, reduce, or mitigate surface water discharge or flooding risk.
- c. Reduce, remove, or eliminate a significant hazard or liability to resources.

Untitled

Conserving the Double Bluff property will protect essential groundwater resources, prevent potential sources of contaminants and inputs into surface waters, and prevent, reduce or mitigate surface water discharge. The Double Bluff property has over 85 acres of wetlands. It also protects approximately 1800 feet along a riparian corridor that flows north out of Oliver Lake and ultimately drains into Deer Lagoon, a historic estuary that is known to host non-natal populations of juvenile salmon. Barring protection, County zoning would allow up to 51 homesites to be developed on the property. The uses associated with such conversion would lead to significant additional contamination into surface water from fertilizers, pesticides, increased runoff, and forest clearing would lead to altered hydrologic cycle and accelerated bluff erosion, likely necessitating future shoreline armoring.

This forest also facilitates aquifer recharge. This area is classified by Island County as having medium susceptibility to nitrate contamination of the aquifer, a significant possibility if the property was split up into large estates with fertilized lawns and pesticide use. Given that southern Whidbey Island is entirely

dependent on aquifers for its drinking water, groundwater protection is critical.

D. Human well-being and health

- a. Improve air quality or create a fire buffer.
- b. Provide lasting connections to nature, especially in proximity to underserved communities.
- c. Provide equitable and open public access to low impact recreation such as walking trails, wildlife viewing areas and/or the protection of scenic views.
- d. Provide approaches to stewardship that enhance well-being and support equity in delivering value to all communities.
- e. Provide access to natural environments and programs that offer culturally appropriate exposure and education for all age categories, including traditionally underserved populations about ecosystems and natural food sources.
- f. Is this project easy to reach by walking, human-powered transport, or public transit to the site?
- g. Does this project create or currently have ADA (Americans with Disabilities Act) access to all or portion of the project? Please describe the percentage of the project that is ADA accessible.

Untitled

Protection of this property's forest will improve air quality by maintaining and enhancing its ability to produce oxygen, absorb pollutants, filter particulate matter, provide shade and cooling and storing carbon dioxide. Specifically, with regards to carbon dioxide, the Nature Conservancy's Resilient Land Mapping Tool estimates that this property currently holds 37,900 mt of carbon sequestered with an annual sequestration rate of 203 mt.

The Double Bluff project will be a valuable addition to Island County, offering significant recreational, educational, and cultural experiences to the public. The property's iconic bluffs, beaches, and wildlife viewing opportunities make it a sought-after destination, particularly renowned for bird watching. This property will expand recreation opportunities in the area, drawing residents and visitors alike to support local businesses and contribute to the county's economy.

Public access to the Double Bluff property will include low impact recreational opportunities compatible with the conservation of this important natural area. Activities could include hiking, wildlife viewing, marine fishing, kayaking, photography, and nature study. The existing network of forest roads and trails will be modified by the Land Trust to enhance wildlife habitat and facilitate future forest restoration activities. Furthermore, the property will serve as an outdoor classroom for local schools, nonprofits, and educational organizations. This will provide opportunities for K-12 curriculums, guided hikes, birding walks, field trips, and programming focused on conservation, science, culture, history, and sustainable forest management. Its protection is crucial as it is considered an iconic landmark by many in the community, and its beach is frequently accessed via the adjacent Double Bluff County Park. If the property were to be developed, the community may lose access to this popular beach.

Further, each year Whidbey Island receives more than one million visitors from the greater Seattle region and beyond, with a majority seeking to connect with nature and visit the Island's parks and open space, leading to overcrowding on popular trails. Providing a significant new public trail system on the south end of the Island will help alleviate already over-burdened trail systems. Permanent protection by the Land Trust will preserve the property for current neighbor users and expand access for broader community enjoyment.

Finally, the Land Trust has reached out to six tribal partners about our future plans and offered the

opportunity to engage as we begin planning for future management of the property. The Land Trust will continue this conversation with these tribes to develop interpretive signage for the property to ensure accurate historical representation. We will also explore allowing cultural use of the property by tribal members, including for traditional hunting, gathering, and fishing activities, as well as ceremonial use. The Land Trust approaches stewardship with practices that enhance well-being and supports equity in delivering value to all communities. The Land Trust's values and practices are to listen to, incorporate the perspectives of and actively involve a broader and more diverse community. In 2023, the Land Trust updated its five-year strategic plan, prioritizing this commitment by incorporating action strategies to improve diversity, equity, inclusion, justice and accessibility throughout all aspects of its work. This includes actively partnering with local groups that work with traditionally under-represented communities to provide engagement opportunities each year on conservation properties. The Land Trust will apply these strategies to the Double Bluff property. The Land Trust will engage the neighbors and broader community through in-person and online outreach methods including meetings, focus groups and surveys to secure feedback that will inform and influence the development of Double Bluff and its management plan. This is a model that we have successfully used for other properties, including the Trillium Community Forest and Keystone Farm and Forest Preserve.

The Double Bluff property will provide ample educational opportunities for people of all ages. Local schools, non-profits, and other organizations with educational missions will have the opportunity to use the property for outdoor learning opportunities of K-12 curriculum, guided hikes, birding walks, field trips, and low-impact programming with themes related to conservation, science, culture, history, and sustainable forest management. A summer camp located adjacent to the north of the property already is utilizing the forest for educational activities. The Land Trust also leads numerous educational tours on protected properties annually for members and the public and the property will offer a new opportunity to do so in southern Whidbey.

Additionally, the Land Trust is actively partnering with local schools and groups that work with traditionally under-represented communities to provide engagement opportunities each year on conservation properties. This includes providing information in an accessible manner by creating preserve guides that will be posted to the Land Trust website in multiple languages. The Land Trust is also providing travel stipends to schools who otherwise cannot afford busing costs so students can experience and learn in-person, at our Keystone Preserve on Whidbey Island.

Public access will come through a trailhead and parking area that will be off Wahl Road via an existing Land Trust property that was acquired for this purpose. An additional maintenance and neighborhood trailhead access will be located at the property's access off Dow Road. The property's shoreline is also adjacent to Double Bluff County Park and will remain accessible for beach goers.

We are currently undertaking an initiative to make property information accessible to all by providing guides in multiple languages and including accessibility information for the mobility and sight impaired. The Land Trust will look for opportunities to provide ADA access although the site's topography and critical areas are likely to present challenges.

E. Climate resilience and adaptation to climate related stressors

a. Provide carbon sequestration and ecosystem processes that moderate climate phenomena such as shading and cooling to reduce heat-islands, water and air purification, erosions and flood control, carbon storage and other climate regulation processes.

b. Support reductions in transportation-related carbon emissions with project locations that are easy to reach by walking, human-powered transport, or public transit to the site.

c. Describe any strategies that account for and attempt to reduce future risk, costs and losses associated to climate related damage.

Untitled

The Double Bluff property provides beneficial ecosystem processes that mitigate the impacts of climate

change. The property is within a resilient and connected habitat area and includes forestland, riparian and coastal areas that sequester carbon and provide ecosystem services essential to the climate resilience of Whidbey Island and Puget Sound. The Nature Conservancy's Resilient Land Mapping Tool estimates that, based on 2010 landcover data, this property currently holds 37,900 mt of carbon sequestered with an annual sequestration rate of 203 mt. This forest also produces oxygen, helps improve air quality, protects water quality and provides other ecosystem services essential for climate resilience of the Island's human and natural and wildlife communities. Intact riparian vegetation around the lake and stream helps prevent erosion of these sensitive areas, mitigates extreme temperature fluctuations and stream flows, enhances water quality and provides habitats and important food sources for wildlife. The freshwater lake provides water for wildlife throughout the year and especially during summer droughts.

2. Agriculture: If this property qualifies as a working farm or agricultural property, describe the following that apply.

- A. The quality and condition of the agricultural soils.
- B. The resource suitability for current and long-term production, and existing and future agricultural income.
- C. The site's significance of agricultural resources on a local, regional, or statewide scale.
- D. Describe the property's contribution to local and regional food security.

Untitled

3. Forestry: If this property qualifies as a working forest or a stewardship forest, describe the following that apply.

- A. Timberland quality and condition.
 - a) Capability for sequestration of atmospheric carbon.
- B. Suitability for current and long-term timber production, and existing and future timber income.
- C. The site's significance of timber resources on a local-, regional-, or statewide scale.
- D. If a stewardship forest, what is the phase of your stewardship plan?
- E. If a working forest, what is the phase of your management plan?
- F. Can this project be a natural food source or part of a supply chain?

Untitled

4. Alignment and Leverage: The following elements address how the proposal is aligned with other entities and how they are leveraged. Describe any that apply.

- A. Local priority: If the property is identified as a priority in a local jurisdiction's adopted plan(s) for conservation, climate resilience/adaptation, and/or appropriate public access, describe the relationship

between this project and the local adopted plan.

B. Partnerships: Provide documentation of how partners, collaborators, other organizations, and/or citizens are involved in this project or derive benefit from this project. Documentation can be letters of support but may not be simply a declaration of agreement with the project. You can create a link to documents, or attach documents.

C. Describe acquisition cost efficiencies and your financial strategy (including matching contributions) to leverage the use of funds.

Untitled

This project addresses protection priorities laid out in several local and regional species recovery, conservation and management plans. The property lies primarily within Geographic Area 2 of the WRIA 6 Multi-Species Salmon Recovery Plan, an area well known for migrating juvenile and adult salmon. Protection of the property is consistent with that plan's identified priorities of 1) protecting and restoring natural marine shorelines and processes and 2) protecting and restoring functional riparian vegetation. Within the Washington Department of Fish and Wildlife's Puget Sound Nearshore Ecosystem Restoration Project Beach Strategy, the project area is identified as a "Protect High" priority. The Beach Strategy "aims to protect and restore sediment input and transport processes in littoral drift cells where wave energy results in bluff erosion that sustains beach structure." The WDFW also identifies the drift cell and unarmored bluffs contained within this project area as being a Protect High priority while also identifying this area as a Protect High priority to benefit forage fish spawning habitat.

The recreation opportunities created with this project will broadly benefit Island County residents, including a large Navy community, as well as surrounding communities and visitors. The project satisfies County residents' high priority desire for additional nature trails, as expressed in the recreation component of Island County's Comprehensive Plan, city plans and the Land Trust's Conservation Plan. Additionally, this project is consistent with other elements of the Island County Comprehensive Plan, including:

Island County Comprehensive Plan (ICCP) Element 1 – Natural Resources:

- Goal 1: Safeguard the natural environment as an integrated system where the land, water, and air resources interact creating a balanced environment for all life on the islands.
- Goal 2: Preserve a high level of air quality.
- Goal 3: Protect wetlands from a net loss in functions
- Goal 4: Protect fish and wildlife habitat areas.
- Goal 7: Manage and protect ground water and provide for resource protection through a common goal of non-degradation for existing and future residents of Island County.
- Goal 8: Protect aquifer recharge areas from contamination and ensure long term recharge potential.
- Goal 10: Conserve a variety of natural lands, in both public and private ownership, for the enjoyment and economic benefit of current and future residents of Island County.
- Goal 11: Prioritize the protection of natural lands that coincide with other valuable resources, including ecological, historical, agricultural, recreational, and cultural lands.
- Goal 12: Protect natural, scenic, cultural, and historic lands as community assets.

- Goal 13: Continue to promote active public involvement in the conservation or protection of important natural lands.
- Goal 14: Continue an open dialogue between Island County, incorporated jurisdictions, special purpose districts, non-profits, and other interested individuals and organizations working toward the conservation or protection of natural lands.

Island County Comprehensive Plan (ICCP) Element 7 – Parks and Recreation:

- Goal 1: Provide a quality, diverse, and sustainable system of park land that effectively balances recreation and habitat conservation needs.
- Goal 2: Provide low impact/passive outdoor recreation opportunities throughout the County.
- Goal 4: Acquire lands that conserve priority habitat and natural resources, preserve open space, improve beach access, maintain island character, and improve and expand passive outdoor recreational opportunities for public enjoyment.
- Goal 6: Develop stewardship and maintenance programs that cost-effectively protect County assets, emphasize sustainable methods and design, support habitat quality, respond to local needs, and sustain resources for future generations.
- Goal 7: Identify, secure, and develop adequate funding sources to develop, operate, maintain, and sustain County parks, habitat, and recreation facilities.
- Goal 8: Foster partnerships and county-wide collaboration among park and habitat providers to improve the provision of habitat conservation and recreation services.
- Goal 9: Engage Island County residents in the planning and stewardship of parks, trails, and conservation areas, and provide effective communication to improve awareness and support of County services.

The Double Bluff property has the support of the willing landowner and is expected to be very widely and enthusiastically supported by the broader community, largely because of the significance of the project site and the well-known Double Bluff feature of the landscape. The 2/3-mile beach contained within the property is frequented by walkers accessing from Double Bluff Beach County Park. Many County Park visitors already believe the property is protected and will be thrilled to know that public beach access will forever be secured.

The Land Trust has received numerous letters of support for this project, including Island County's Salmon Recovery Technical and Citizen Committee and the Island County Marine Resources Committee. The Tulalip Tribes, a Federally Recognized tribe whose "usual and accustomed areas" include Whidbey Island, have also provided a letter of support. The intention is to continue engaging the Tulalip Tribes and other area tribal partners to ensure cultural access and use of the property.

Acquisition costs are expected to total approximately \$7.5 million. Other costs associated with due diligence such as appraisal, appraisal review, land survey, environmental assessment, cultural resource survey, and administrative costs for staff time.

Website

Untitled

Tulalip LOS-DoubleBluff.pdf

SRTCC LOS WCLT Double Bluff.pdf

MRC Letter of Support - Double Bluff Acquisition.pdf

5. Risks of not funding: The following elements address the risks associated with the project not receiving funding support. Describe any that apply.

A. Describe the immediacy and magnitude of potential loss of areas identified as having long-term rural significance or land suitable for conservation, cultural significance, food source, supply chain, equity, and/or climate resilience/adaptation if this project is not protected/funded

B. Describe the immediacy regarding the acquisition of this property. Is this a unique opportunity/limited-time offer with the landowner? Is there leveraged funding at this time?

Untitled

There is an immediate need to make this project happen as the landowner may need to sell the property in the near future. This reality increases the urgent nature of the threat. While Island County zoning would allow up to 51 residential lots, the property's access and critical areas would likely limit development to seven residential estate lots. These seven lots would command outstanding scenic views of either Puget Sound or Oliver Lake, and unparalleled privacy. Further, pressure for hard armoring and more development could eventually shift the "highest and best use" to allow more than seven lots. Development pressure in the area is high, with heavy housing development on the shorelines immediately east and west of the property. Given its large size and unfragmented natural area, the property stands as one of the last, and largest, undeveloped waterfront property on Whidbey Island.

Conversion of the property into residential development would entail clearing large sections of the forest to create view corridors, installation of utilities, construction of buildings and the creation of an access road system. These activities would fragment and degrade the site's high functioning hydrologic system by limiting the water absorbing capacity of the forest, vastly increase sheet flow, altering stream and wetland function, undermine marine feeder bluff stability, and introduce household pollutants into wetlands, Oliver Lake, and the nearshore marine environment.

6. Stewardship, management, and maintenance needs. Describe any that apply.

A. Identify stewardship needs for this project and how they will be addressed, restored, and enhanced with an appropriate management or stewardship plan. If your plan is not yet developed include information regarding your funding request for either plan. An appropriate management/stewardship plan should include the land condition, landowner's goals, and outline strategies to achieve those goals.

B. Identify long-term costs of maintenance and capital improvements (if any) and how these will be adequately addressed.

C. Describe your strategy for managing future costs, liability, and risk issues (for example, acquisition of minimum controlling interest).

D. Are there any buildings or structures on the property? If yes, please describe the structures, and identify whether these structures are occupied.

a) What are the current and future plans for these structures?

b) What is the percentage of your O&M costs attributed to these structures?

Untitled

The Whidbey Camano Land Trust will own and manage Double Bluff in perpetuity, with a focus on maximizing forest health, ecosystem services and wildlife habitat, with appropriately balanced low-impact recreation. Forest stand improvement work will involve understory diversity planting, invasive species removal and limited forest thinning to accelerate stand structure toward old-growth conditions. Revenue from forest thinning will go back into the property.

The Land Trust will develop a management plan, informed by public input, that will establish goals, priorities, timelines and objectives for stewardship activities at the property, which is anticipated to cost \$20,000 annually for the first ten years and \$7,500 annually for the longer term. The Land Trust will fund this through its stewardship reserve fund and forest enhancement thinning revenue, if any. Stewardship staff will implement land management activities to maximize forest health and the carbon sequestration capacity of the forest. Invasive species control will focus mainly on English holly around Oliver Lake and a small area of Himalayan blackberry within an area previously cleared for a homesite.

The Land Trust currently employs seven stewardship staff and two seasonal interns, who will complete most on-site management tasks. Additionally, the Land Trust has a large volunteer program that engages more than 450 volunteers per year who contribute more than 7,800 hours stewarding Land Trust properties. The Land Trust maintains a stewardship fund to cover the costs of managing all its properties and a legal defense fund to handle any legal issues that may arise. Contractors will be used for special projects, including parking lot creation on the Land Trust's adjacent 10-acre property, and removal of the one dilapidated building on the north end of the property, as well as any forest health thinning.

Grant funds will be sought to help cover the expenses for these types of projects. The Land Trust has a successful record of securing grant funds to help fund stewardship and restoration activities. Modification of the trail network will be completed in-kind by staff and volunteers for an estimated value of \$30,000. Trail signs, benches and information kiosks will be placed as appropriate. The Land Trust will seek other funding to develop a parking lot and trailhead access on its adjacent 10-acre property at an estimated cost of \$80,000. This is currently the only planned capital improvement related to the Double Bluff project.

There is one small, unoccupied dilapidated shed/barn onsite. Contractors will be used for the removal of the building, which could require a small amount of operation and management costs. The most significant O&M costs would be associated with parking and trailhead installation, and ADA access if possible.

Property Budget

Category	CFF Fund Request \$	Alternate Source \$	Total Aquisition \$
Purchase Amount	Untitled \$0.00	Untitled	Total Purchase \$0.00
Appraisal Amount	Untitled	Untitled	Untitled \$0.00
Other Costs	Untitled	Untitled	Untitled \$0.00

List other costs:

Purchase Amount CFF Fund Request: \$290,000

Appraisal Amount CFF Fund Request: \$10,000

Total CFF Fund Request: \$ 300,000

Alternate Source Purchase Amount: \$7,200,000

Total Alternate Source: \$ 7,200,000

Total Acquisition Cost: \$7,500,000

Other costs associated with due diligence include appraisal, appraisal review, land survey, environmental assessment, cultural resource survey, and administrative costs for staff time.

<i>Total Costs:</i>	Untitled	Untitled	Untitled
	\$0.00	\$0.00	\$0.00



2025 CFP Project Application

Project application for Conservation Futures Fund Program

Project Application Deadline: March 3, 2025

Applicant/Owner Information:

Project Name:

Holmes Harbor Community Forest - East Harbor Road Property

Organization:

Whidbey Camano Land Trust

Address:

765 Wonn Rd STE C201, Greenbank, Washington 98253

Email:

kurt@wclt.org

Phone

(360) 222-3310

TIN/EIN:

911,261,928

Owner Information if different from Applicant

Name:

John & Kelly Starbuck

Organization:

Address:

3916 90TH AVE SE, Mercer Island, Washington 98040

Phone:

Email

Property Information

Property Title/Name:

East Harbor Road

Parcel Number(s):

R23025-185-0630; R23025-185-1920; R23025-150-0630; R23025-150-1920

Include a map depicting the boundary lines of the proposed project. You can create a link to the description, attach a document or write the description.

Include documentation you have regarding any existing easements on the project parcels. You can provide written descriptions or upload documents.

There are no significant easements on the property beyond basic utility easements.

File4

EastHarborRd_CFF_Aerial_Map.pdf

HolmesHarbor_Concept_CFF.pdf

Provide an overall description of the proposed project and the rationale for acquiring Conservation Futures funds. This response should be between a paragraph and a full page of text. You can create a link, attach a document or write the description below.

Untitled**Untitled**

The Whidbey Camano Land Trust (Land Trust) is requesting \$250,000 of Island County Conservation Future Funds (CFF) to acquire and permanently conserve 40 acres (East Harbor Road Property) of forest habitat on south Whidbey Island as part of its Holmes Harbor Community Forest (Community Forest) project. This acquisition is part of Phase 2 of this Community Forest effort. Phase 1 involved the acquisition of 80 acres by the Land Trust in Fall 2024, and the pending acquisition of an additional 70 acres of forestland just north of Goss Lake Road. This Phase 2 acquisition will permanently conserve 40 acres of forest habitat and provide a critical trailhead and parking area for future public access into the Community Forest.

The Land Trust has been actively working to expand community forests on Whidbey Island. In 2010, the Land Trust protected the now 721-acre Trillium Community Forest, north of Freeland, after raising \$4 million in four months to prevent the property from being sold and developed. Since acquiring Trillium, the Land Trust has since undertaken a massive and highly successful, 450-acre forest habitat restoration project and established a wildly popular public trail system. The multi-use trail network and management plan for the Trillium Community Forest was developed through an extensive community-driven process. For the past four years the Land Trust has also been working to protect the Lagoon Point Community Forest in Greenbank for which it received an Island County Conservation Futures grant in 2022. As with the Trillium Forest and Lagoon Point Forest projects, the Land Trust will implement a similar fundraising campaign and community engagement model to bring the Holmes Harbor Community Forest to fruition. At up to 1,000 acres, the Holmes Harbor Community Forest project area represents one of the largest blocks of intact, undeveloped forest on Whidbey Island, at a time when land is changing hands rapidly and conversion of forest to residential development is happening at a record pace. The Community Forest presents an exciting opportunity for a trail system on south Whidbey Island, in addition to substantial climate resilience, wildlife habitat, and ecosystem benefits. The Land Trust has undertaken significant work to build and expand the Community Forest, having protected nearly 500 acres, starting in the early 2000's, through fee conservation easements and fee purchases, and significant relationship building with landowners to identify future additions. The subject property of this proposal, East Harbor Road, is a key addition to the Community Forest and provides a much-needed western access point. The Land Trust is committed to providing open and equitable access to the abundant resources of the Community Forest and seeks Island County funding to achieve this goal.

Project Team

Whidbey Camano Land Trust

Please provide a Primary Project Contact person and appropriate contact details.

Kurt Schlimme, kurt@wclt.org, 360-222-3310

Team List:

Ryan Elting, ryan@wclt.org, 360-222-3310

Melissa Holme, melissa@wclt.org, 360-222-3310

Outside Project Partners or Collaborators:

Please provide a list of partners or collaborators not listed above.

Please provide a letter of support or approval for your project application from your board or governing body.

Signed Resolution 2025-03 Conservation Futures Fund Applications.pdf

Project Evaluation Criteria

****Please indicate which section or subsection you are providing detail about. i.e. "c. This project provides enhanced species function and quality by ... "***

1. Ecological Systems: Provide details about your project's significance in the following areas that apply:

A. Biological function

- a. Protect, conserve, enhance, or restore a species or community with special status.
- b. Provide important habitat for any specific species (i.e., salmonids).
- c. Provide or enhance species function, quality, or resilience.
- d. Reduce or eliminate the threat of invasive species.
- e. Can this project be reasonably managed and with this management retain long-term viability?
- f. Does this project have undisturbed non-ag soils that support mycorrhizal networks and insect life, if so what percent of the total project do these soils represent?

Untitled

The East Harbor Road property provides critical, healthy habitat for numerous wildlife and plant species including migratory birds, mammals, reptiles and amphibians. The forest provides critical habitat for pileated woodpeckers, only just removed from the Washington Priority Habitat Species List in 2021. Several species of owls use the site including barred, great-horned, screech and northern saw-whet. It is highly likely that bald eagle, osprey, and other raptor nests are close by as the forest conditions are conducive for these species' habitat needs. Western toads, identified as a Species of Greatest Conservation Need under the Washington State Wildlife Action Plan, are likely present in the project area

due to nearby Goss Lake. Freshwater lakes are vital for mating and development of tadpoles prior to the toads' migration into nearby forest.

Numerous native plant species are on the property, as well as throughout the Community Forest. The property has a rich forest ecosystem comprised of mature alder and conifers, and a healthy understory containing native species such as salmonberry, Nootka rose, and western sword fern.

Given the Land Trust's knowledge and expertise and the high-quality habitat on the property, long-term viability of this site will remain high. Following protection, the Whidbey Camano Land Trust will own and manage the East Harbor Road property as a portion of the Holmes Harbor Community Forest.

Management of the Community Forest will be carried out by the Land Trust's seven-member stewardship team who have extensive experience coordinating the monitoring and stewardship of all conservation easements and protected lands owned by the Land Trust. The Land Trust will implement and monitor restoration activities (primarily invasive species removal in and limited forest management), coordinate volunteer help from our 400+ person volunteer network, and ensure that all aspects of Community Forest maintenance, restoration, and public access are covered. Volunteer site stewards will assist with the monitoring of public trail use.

The Whidbey Camano Land Trust has extensive experience owning and managing public access to forested, public access properties and restoring large natural systems. The Land Trust owns the 216-acre Keystone Preserve, as well as the 721-acre Trillium Community Forest with over seven miles of trails. The Land Trust has designed, permitted and installed ten trailhead parking areas, and is well equipped with the knowledge and experience necessary to maintain the conservation values of the property and Community Forest. Furthermore, the Land Trust Conservation Plan stipulates that within a year of acquisition, a property management plan is developed for each fee-owned property. Each year during the Land Trust budget and work plan creation process, all management plans are reviewed and individual property work plans are updated for the coming year. Significant Land Trust management plans include Admiralty Inlet Preserve with input from different agencies and Trillium Community Forest with more than 18 months of public input and coordination with Island County. The Land Trust drafted the management plan for Island County's Barnum Point County Park. A management plan is currently being drafted for the Keystone Farm and Forest Preserve and has involved substantial public input opportunities, including from tribes and through community focus groups.

B. Environment

- a. Provide connectivity to and/or enhancement of other protected lands and water bodies. Include the name and size (in acres) of the connected property or water body.
- b. Enable or support restoration of degraded environments.
- c. Significance of the site's habitat to the larger ecosystem: locally, regionally, or statewide.
- d. Reduce or eliminate a threat to ecological integrity or a developing ecological threat.

Untitled

The East Harbor Road property provides connectivity and enhancement of nearby protected lands. The Land Trust identified the Holmes Harbor Community Forest location as a priority area for conservation in the Land Trust's original Conservation Plan in 2004, which the Trust developed with input from natural resource experts and a community stakeholder-driven process involving many public workshops and surveys and remains a priority in its updated 2024 Conservation Plan. This Priority Area, referred to as the South Whidbey Forest Priority Area, is part of a complex of intact forestlands, a portion of which is actively managed for timber production. The naturally functioning stream systems in this area provide an important range of ecosystem services to ensure a high quality of life for surrounding natural and human communities.

Due to previous Land Trust work, more than 1,100 acres of forestland have already been protected in the Holmes Harbor Community Forest and the surrounding South Whidbey Forest Priority Area. As mentioned,

adjacent to the south boundary of the East Harbor Road property is 80 acres owned by the Land Trust. Adjacent to the east is the 40-acre High Point Trust Land. To the northeast is an additional 308 acres of forestland protected by Land Trust in conservation easements. One is Raven's Forest Forever which has an existing publicly accessible trail that can be easily connected to the East Harbor Road property. Located to the southeast is the 40-acre Skyline Trust Land and the 605-acre Putney Woods County Park with a large network of extremely popular trails. The Land Trust is in the process of acquiring a 70-acre property on the south portion of the Community Forest adjacent to the Skyline Trust Land. Future acquisitions are planned to connect to surrounding protected forestlands. The East Harbor Road property will provide expanded public access to this extensive swath of protected lands for recreation, creating a community asset and ensuring a healthy balance of human and wildlife benefits. Large neighboring forested properties provide excellent opportunities to protect an additional 700 acres of forest habitat.

The East Harbor Road property and Community Forest significantly contribute to the larger ecosystem of Whidbey Island. The Holmes Harbor Community Forest provides substantial climate resilience and ecosystem services benefits. Specifically, conversion of this project area, which sits as part of the headwaters for Holmes Harbor, would exacerbate flooding issues downstream, particularly as rain events become more extreme due to climate change. In addition, protection of the remaining large blocks of forestland on Whidbey Island is essential for maintaining the quality and quantity of drinking water aquifers which most of Whidbey Island is entirely reliant on.

Significantly, the Community Forest project area sequesters large amounts of carbon. The Nature Conservancy's Resilient Land Mapping Tool estimates that the project area sequesters approximately 114,000 megatons of carbon, 5,972 of which can be attributed to the East Harbor Road property. The sequestration rate and overall capacity will be further maximized through targeted forest restoration and enhancement. Forest management will also focus on reducing the risk of wildfires, which are an increasingly a concern in Island County, increasing forest diversity, and enhancing climate resilience.

Forestland protection and management is one of the best strategies for maintaining climate resilience on Whidbey Island. An intact forestland swath of this size is critical for long-term island health.

Further, this Community Forest project is part of a vital habitat corridor providing connectivity between the Land Trust's Freeland Priority Area (centered around the unincorporated town of Freeland), Useless Bay Priority Area (centered around a critical estuary for salmon), and Maxwellton Priority Area (centered around the Island's largest watershed and a salmon-spawning stream), all identified on the attached East Harbor Road Property Aerial map. This wildlife and climate corridor is essential for the movement of wildlife and dispersal of plants on Whidbey Island. Intact native habitats are vulnerable to rapid and permanent conversion, as is the case with the Holmes Harbor Community Forest. Protecting these Priority Areas is necessary to retain ecological functions and natural movement pathways which is increasingly important with a changing climate, especially on an island.

C. Resources

- a. Protect groundwater resources such as aquifer recharge or reduce the risk of seawater intrusion into drinking water.
- b. Prevent, reduce, or mitigate surface water discharge or flooding risk.
- c. Reduce, remove, or eliminate a significant hazard or liability to resources.

Untitled

The property and the vast majority of the Community Forest have medium susceptibility to aquifer recharge. Forestland protection is essential for maintaining the quality and quantity of drinking water aquifers which most of Whidbey Island is entirely reliant on. This property and the Community Forest sit as part of the headwaters for Holmes Harbor. Conversion of this area would exacerbate flooding issues downstream, particularly as rain events become more extreme due to climate change. Protection of the large blocks of forestland on Whidbey Island is essential for maintaining the quality and quantity of surface

waters both on the Island and within the Puget Sound.

D. Human well-being and health

- a. Improve air quality or create a fire buffer.
- b. Provide lasting connections to nature, especially in proximity to underserved communities.
- c. Provide equitable and open public access to low impact recreation such as walking trails, wildlife viewing areas and/or the protection of scenic views.
- d. Provide approaches to stewardship that enhance well-being and support equity in delivering value to all communities.
- e. Provide access to natural environments and programs that offer culturally appropriate exposure and education for all age categories, including traditionally underserved populations about ecosystems and natural food sources.
- f. Is this project easy to reach by walking, human-powered transport, or public transit to the site?
- g. Does this project create or currently have ADA (Americans with Disabilities Act) access to all or portion of the project? Please describe the percentage of the project that is ADA accessible.

Untitled

Protection of this property's forest will improve air quality by maintaining and enhancing its ability to produce oxygen, absorb pollutants, filter particulate matter, providing shade and cooling and storing carbon dioxide. Specifically, in regards to carbon dioxide, the Nature Conservancy's Resilient Land Mapping Tool estimates that this property currently holds 5,972 mt of carbon sequestered with an annual sequestration rate of 45 mt. The property would also provide an easy access point and anchor spot for wildfire response in this heavily forested area.

The Community Forest, with the addition of the East Harbor Road property, will provide open public access for the community and provide lasting connections to nature. The Holmes Harbor Community Forest will provide public access for up to five miles of trails through forest and riparian habitat, offering low-impact, pedestrian uses like hiking, on-leash dog walking, wildlife viewing, trailhead picnicking and photography. A multi-user trail system allowing for mountain biking and horseback riding is also being considered. Allowable recreational activities will ultimately be determined through the community engagement process to ensure recreation opportunities reflect the community's vision for the forest.

Further, each year Whidbey Island receives more than one million visitors from the greater Seattle region and beyond, with a majority seeking to connect with nature and visit the Island's parks and open space, leading to overcrowding on popular trails. Providing a significant new public trail system on the south end of the Island will help alleviate already over-burdened trail systems. Permanent protection by the Land Trust will preserve the Community Forest for current neighbor users and expand access for broader community enjoyment. Informational kiosks and signs will be located at access points and along the trails to inform the public of allowable uses and trail directions.

The East Harbor Road property is a crucial acquisition to allow for public access within the Community Forest. It is situated in an ideal location for developing a trailhead and parking lot, which the Community Forest currently does not have. The access road on the property provides the basis for future public access into the remote areas of the project area while also providing the Land Trust maintenance access that will facilitate active management within the project area. Other potential trailheads in the Community Forest would not allow for the construction of parking lots for the public due to existing site conditions and county restrictions. Acquiring the East Harbor Road Property will open up opportunities for recreation and public access to the larger community.

The Land Trust approaches stewardship with practices that enhance well-being and supports equity in delivering value to all communities. The Land Trust's values and practices are to listen to, incorporate the perspectives of and actively involve a broader and more diverse community. In 2023, the Land Trust updated its five-year strategic plan, prioritizing this commitment by incorporating action strategies to improve diversity, equity, inclusion, justice and accessibility throughout all aspects of its work. This includes actively partnering with local groups that work with traditionally under-represented communities to provide engagement opportunities each year on conservation properties. The Land Trust will apply these strategies to the Holmes Harbor Community Forest. The Land Trust will engage the neighbors and broader community through in-person and online outreach methods including meetings, focus groups and surveys to secure feedback that will inform and influence the development of the Holmes Harbor Community Forest and its management plan. This is a model that we have successfully used for other properties, including the Trillium Community Forest and Keystone Farm and Forest.

The Land Trust is also working to create outreach and engagement programming that is more inclusive. We are currently undertaking an initiative to make property information accessible to all by providing guides in multiple languages and including accessibility information for mobility and sight impaired. The East Harbor Road property appears to be well suited for an ADA accessible trail, as it has a flat topography and an existing access road that can provide the foundation for a future trail. The possibility of including sections of ADA accessible trail on the property, and within the Community Forest, will be evaluated and implemented if deemed feasible. The Land Trust is working to evaluate its outreach and engagement programming to be more inclusive and the Holmes Harbor Community Forest will be used for an array of engagement activities designed to reach a broad population.

The Land Trust actively provides educational opportunities on its properties through programming and providing access to natural environments. The Land Trust is in the process of engaging with tribal partners to ensure appropriate representation on forest preserve signage, guides and other related information as well as re-establishing access to culturally significant lands. Through robust outreach and communication efforts, the Land Trust engages with Island County schools and youth programs to provide educational tours and field trips. The Trust also strives to provide ample volunteer opportunities for the Whidbey Island community, including work parties and Site Steward programs, so that public can engage with the land in a rewarding and meaningful way.

Local schools and other organizations with educational missions will be able to use the Community Forest for outdoor learning opportunities of K-12 curriculum, guided hikes, birding walks, field trips and programming with themes related to conservation, science, culture, history, and sustainable forest management. The Land Trust regularly leads educational tours on its protected properties for members and the public with a focus on topics from bird watching to geology and forest restoration. Our outreach team is actively working to expand community programming and education through added partnerships with local schools and other organizations, including paying for transportation help ensure classes can access nature based field-trips. Acquisition of the East Harbor Road property opens the opportunity for the public to access these educational benefits. With accessible public parking and trailhead development on the property, the Land Trust will be able to accommodate larger vehicles, including potentially school buses, into the Community Forest to expand educational tour opportunities.

E. Climate resilience and adaptation to climate related stressors

a. Provide carbon sequestration and ecosystem processes that moderate climate phenomena such as shading and cooling to reduce heat-islands, water and air purification, erosions and flood control, carbon storage and other climate regulation processes.

b. Support reductions in transportation-related carbon emissions with project locations that are easy to reach by walking, human-powered transport, or public transit to the site.

c. Describe any strategies that account for and attempt to reduce future risk, costs and losses associated to climate related damage.

Untitled

The Holmes Harbor Community Forest project provides substantial climate resilience and ecosystem services benefits. Specifically, conversion of this project area, which sits as part of the headwaters for Holmes Harbor, would exacerbate flooding issues downstream, particularly as rain events become more extreme due to climate change. In addition, protection of the remaining large blocks of forestland on Whidbey Island is essential for maintaining the quality and quantity of drinking water aquifers which most of Whidbey Island is entirely reliant on. Significantly, this large 1,140-acre Community Forest sequesters large amounts of carbon. The Nature Conservancy's Resilient Land Mapping Tool estimates that the project area sequesters approximately 114,000 megatons of carbon, 5,972 of which can be attributed to the property subject of this proposal. The sequestration rate and overall capacity will be further maximized through targeted forest restoration and enhancement. Forest management will also focus on reducing the risk of wildfires, which are an increasingly a concern in Island County. Forestland protection and management is one of the best strategies for maintaining climate resilience on Whidbey Island. An intact forestland swath of this size is critical for long-term island health.

2. Agriculture: If this property qualifies as a working farm or agricultural property, describe the following that apply.

- A. The quality and condition of the agricultural soils.
- B. The resource suitability for current and long-term production, and existing and future agricultural income.
- C. The site's significance of agricultural resources on a local, regional, or statewide scale.
- D. Describe the property's contribution to local and regional food security.

Untitled

3. Forestry: If this property qualifies as a working forest or a stewardship forest, describe the following that apply.

- A. Timberland quality and condition.
 - a) Capability for sequestration of atmospheric carbon.
- B. Suitability for current and long-term timber production, and existing and future timber income.
- C. The site's significance of timber resources on a local-, regional-, or statewide scale.
- D. If a stewardship forest, what is the phase of your stewardship plan?
- E. If a working forest, what is the phase of your management plan?
- F. Can this project be a natural food source or part of a supply chain?

Untitled

4. Alignment and Leverage: The following elements address how the proposal is aligned with other entities and how they are leveraged. Describe any that apply.

A. Local priority: If the property is identified as a priority in a local jurisdiction's adopted plan(s) for conservation, climate resilience/adaptation, and/or appropriate public access, describe the relationship between this project and the local adopted plan.

B. Partnerships: Provide documentation of how partners, collaborators, other organizations, and/or citizens are involved in this project or derive benefit from this project. Documentation can be letters of support but may not be simply a declaration of agreement with the project. You can create a link to documents, or attach documents.

C. Describe acquisition cost efficiencies and your financial strategy (including matching contributions) to leverage the use of funds.

Untitled

Acquisition of the East Harbor Road property will fit well with locally adopted plans. The recreation opportunities presented in the Holmes Harbor Community Forest will broadly benefit Island County residents, including a large Navy community, as well as surrounding communities and visitors. The project satisfies County residents' high priority desire for additional nature trails, as expressed in the recreation component of Island County's Comprehensive Plan, city plans and the Land Trust's Conservation Plan. Planning staff with the City of Langley have a strong interest in forestland protection near the city and more trail systems to improve connectivity in and near the city. The scope of this Community Forest project aligns with all of these planning goals.

Acquisition of the East Harbor Road Property has documented support from the community. The Holmes Harbor Community Forest project has the formal support of the Whidbey Environmental Action Network, Whidbey Watershed Stewards, and neighboring landowners, as documented in the attached letters of support. Although the project is in the early stages of planning, we fully expect, based on previous forest protection campaigns, that the Land Trust's membership and the broader community will express great enthusiasm and support for the project as it will offer new hiking trails on the south end of the Island. The project was just highlighted in the Land Trust's Winter newsletter and has already garnered considerable enthusiasm. The existing logging road system is already being used by neighbors who support the permanent protection and improved accessibility of this asset.

Acquisition costs are expected to total approximately \$1.1 million. This will include the purchase of the land, which is expected to be around \$1 million. Other costs associated with due diligence such as appraisal, appraisal review, land survey, environmental assessment, cultural resource survey, and administrative costs for staff time.

Website

Untitled

Letter of support_Madrone.pdf

Holmes Harbor Community Forest_Griswold letter of support.pdf

Letter of support_WEAN.pdf

5. Risks of not funding: The following elements address the risks associated with the project not receiving funding support. Describe any that apply.

A. Describe the immediacy and magnitude of potential loss of areas identified as having long-term rural significance or land suitable for conservation, cultural significance, food source, supply chain, equity,

and/or climate resilience/adaptation if this project is not protected/funded

B. Describe the immediacy regarding the acquisition of this property. Is this a unique opportunity/limited-time offer with the landowner? Is there leveraged funding at this time?

Untitled

There is an immediate threat of loss of land suitable for conservation if this project is not protected. At nearly 1,000 acres, the Holmes Harbor Community Forest would protect one of the largest blocks of intact, undeveloped forest on Whidbey Island, at a time when island land is rapidly changing hands and forest is being converted to residential development at a record pace. The owner of the East Harbor Road property is eager to sell and has hired a realtor. Luckily, the realtor first approached the Land Trust about buying the property before putting it on the market, providing us with the chance to acquire it to secure a crucial public access location into the Community Forest.

If left unprotected, based on County zoning, the East Harbor Road property could be converted and developed into eight homesites. It is highly attractive for development. With direct access from East Harbor County Road, the existing road on the property allows easy access into the interior of the property with electrical and well-water infrastructure already on-site. While the current owner has expressed a willingness to sell the property to the Land Trust, the owners are actively seeking to dispose of it. Development pressure is high in the area as demonstrated by the dense suburban development located in the southern and western portions of the project area. The rate of development and competition makes it imperative that the Land Trust secure the necessary funding to keep the landowner engaged and prevent conversion of a property that is ideal for public access into the Holmes Harbor Community Forest project and surrounding protected area. Securing the East Harbor Road property will enhance this vital Island County asset.

6. Stewardship, management, and maintenance needs. Describe any that apply.

A. Identify stewardship needs for this project and how they will be addressed, restored, and enhanced with an appropriate management or stewardship plan. If your plan is not yet developed include information regarding your funding request for either plan. An appropriate management/stewardship plan should include the land condition, landowner's goals, and outline strategies to achieve those goals.

B. Identify long-term costs of maintenance and capital improvements (if any) and how these will be adequately addressed.

C. Describe your strategy for managing future costs, liability, and risk issues (for example, acquisition of minimum controlling interest).

D. Are there any buildings or structures on the property? If yes, please describe the structures, and identify whether these structures are occupied.

a) What are the current and future plans for these structures?

b) What is the percentage of your O&M costs attributed to these structures?

Untitled

The Holmes Harbor Community Forest will be managed in perpetuity by the Land Trust for public recreation, forest health, wildlife habitat and climate resilience. The Whidbey Camano Land Trust develops management plans for all its fee-owned lands to address long-term stewardship and public access needs. A management plan will be developed for the Holmes Harbor Community Forest project once key properties are acquired. The management plan will be designed similarly to the management plans for Trillium Community Forest and Strawberry Point Preserve, for healthy habitat with compatible public

access and recreation.

An access road exists on the property that will act as the foundation for future trail development, including potentially an ADA accessible trail. Most of the property's intact forest serves as habitat for a diversity of species and will require minimal maintenance, making it highly suitable for conservation. Some forest stand improvement work might be implemented, including diversity planting, as well as invasive species removal. There is also some leftover debris on the property that will need to be cleaned up if not addressed by the landowner prior to selling. A trailhead and parking area would be developed on the property within a year of acquisition.

Initial stewardship costs are estimated at \$120,000 and include management planning, boundary marking, trail development and parking lot construction. Continued stewardship, forest management and trail maintenance are anticipated to cost \$15,000 annually. These costs will be funded by the Land Trust's robust stewardship reserve funds and a future Island County Conservation Futures M&O grant and supplemented by volunteer site stewards and additional grant applications for parking and trail development. The Land Trust maintains its stewardship fund to cover the costs of stewardship and maintenance on all its properties and to cover any legal issues that may arise. The Land Trust is preparing to launch a community campaign to raise funding specifically for this important community asset as well as use revenue from forest enhancement thinning work on the project area to offset costs.

The Community Forest will require significant stewardship effort as it will be protected for public use in perpetuity. The Land Trust currently has seven full-time stewardship staff who will complete the majority of the on-site management tasks to achieve the goals of the Community Forest. Local volunteer site-stewards will be largely responsible for trail maintenance. The Land Trust has a robust and growing volunteer program that currently engages more than 450 volunteers per year who contribute more than 7,800 hours to the stewardship of Land Trust properties.

Initially, the existing trail network will require improvements and modifications to ensure it is appropriate for public access. Trail work will be completed in-kind by staff and volunteers for an estimated value of \$40,000. Trail construction could rise to over \$100,000 if an ADA accessible trail is constructed. A public parking lot and trailhead will be developed on the 40-acre property with an expected cost of \$100,000.

Property Budget

Category	CFF Fund Request \$	Alternate Source \$	Total Aquisition \$
Purchase Amount	Untitled \$0.00	Untitled	Total Purchase \$0.00
Appraisal Amount	Untitled	Untitled	Untitled \$0.00
Other Costs	Untitled	Untitled	Untitled \$0.00

List other costs:

Purchase Amount CFF Fund Request: \$240,000

Appraisal Amount CFF Fund Request: \$10,000

Total CFF Fund Request: \$250,000

Alternate Source Purchase Amount: \$760,000

Alternate Source Appraisal/Other Amount: \$90,000

Total Alternate Source: \$850,000

Total Acquisition Cost: \$1,100,000

Other costs associated with due diligence include appraisal review, land survey, environmental assessment, cultural resource survey, and administrative costs for staff time.

<i>Total Costs:</i>	Untitled	Untitled	Untitled
	\$0.00	\$0.00	\$0.00



ISLAND COUNTY TREASURER

WORK SESSION AGENDA

MEETING DATE: 4/16/2025

To: Melanie Bacon, Chair
Board of Island County Commissioners

From: Tony Lam, Treasurer

Amount of time requested for agenda discussion. 30 minutes

DIVISION: Administrative

Agenda Item No.: 1

Subject: March 2025 Treasurer's Report

Description: Financial & Treasury Activity for the month of March 2025.

Attachment: March 2025 Treasurer's Report

Request: *(Check boxes that apply)*

- | | |
|--|--|
| <input type="checkbox"/> Move to Consent | <input type="checkbox"/> Move to Regular |
| <input checked="" type="checkbox"/> None/Informational | <input type="checkbox"/> Schedule a Public Hearing |
| <input type="checkbox"/> Signature Request | <input type="checkbox"/> Other: _____ |

IT Review: Not Applicable

Budget Review: Not Applicable

P.A. Review: Not Applicable

Treasurer's Monthly Report

Financial Data as of March 31, 2025

To be presented at Work Session April 16, 2025

- Investment Rates and Balances as of March 31, 2025:

DESCRIPTION	RATE
ICT Investment Pool	2.77%
WA State Treasurer LGIP	4.40%
US Treasury, 3 month	4.29%
US Treasury, 6 month	4.21%
US Treasury, 1 year	4.00%
US Treasury, 2 year	3.88%
US Treasury, 3 year	3.87%
US Treasury, 4 year	3.91%
US Treasury, 5 year	3.95%

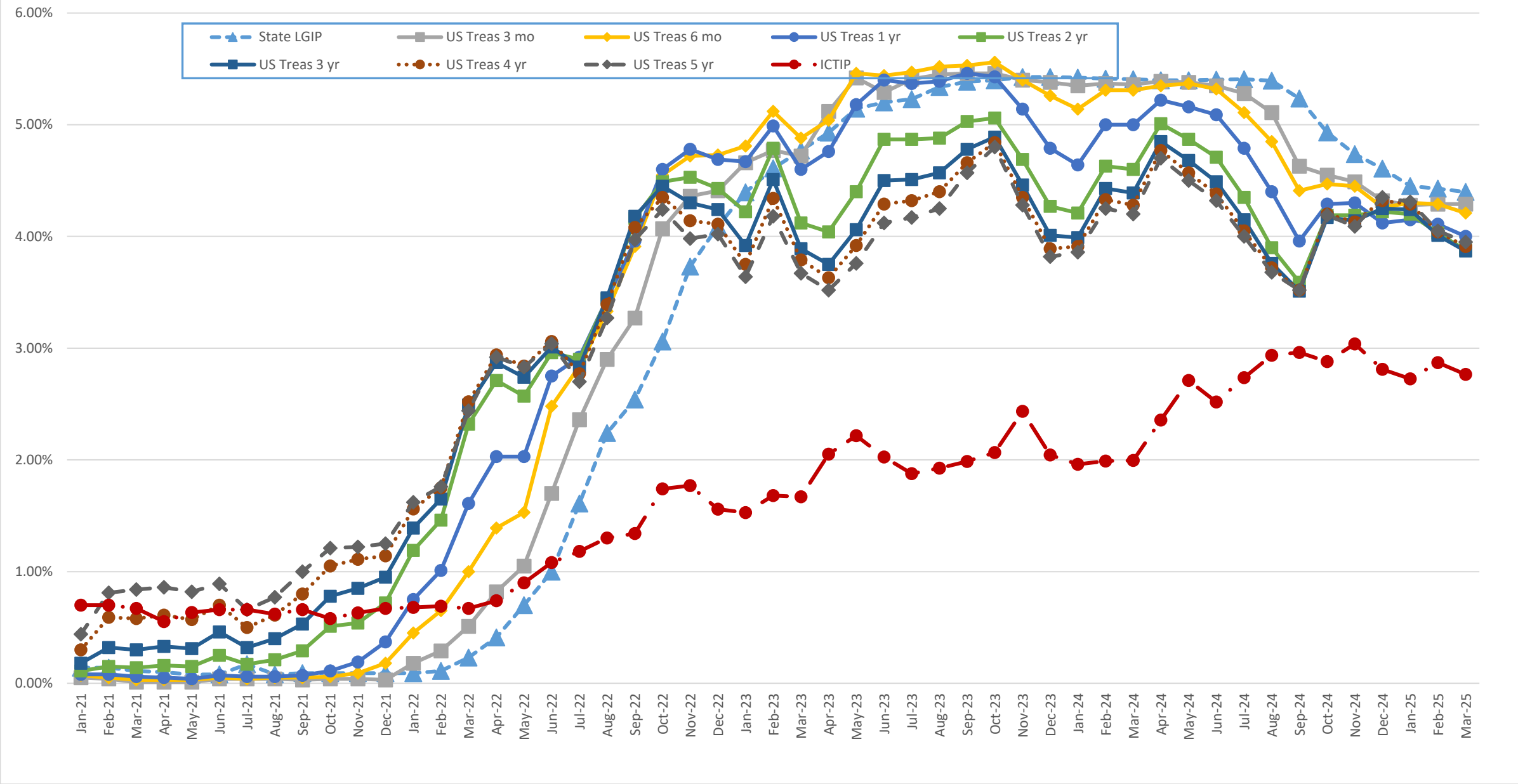
County (Residual) Investment in ICTIP	42%	\$116,590,645
Junior Taxing Districts' Investment in ICTIP	58%	<u>\$161,031,967</u>
Island County Treasurer's Investment Pool		\$277,622,612

- Cash Held for Daily Needs in Depositaries:

Key Bank	\$ 16,822,558
Whidbey Island Bank	<u>\$ 2,940,074</u>
Total Cash Balances	\$ 19,762,632

- 19% of our investment pool is invested in the WA ST LGIP, and 46% is < 1-year maturity (assuming no calls). In July 2024, two taxing districts issued bonds totaling approximately \$45MM for which they will expense within a year. These bond proceeds account for the large increase invested in the WA ST LGIP.
- As of March 31, 2025, the 2025 property tax levies for Current Expense, Roads, and Conservation Futures were 8.4% collected. The comparable 2024 YTD collections in March 2024 was 8.5%.
- Foreclosure Update – 2025 started with 101 properties subject to foreclosure. As of March 31st, 44 properties were redeemed from foreclosure, so the count is down to 57. Collection procedures are ongoing to avoid auction of these properties.
- The number of REET affidavits processed in March was 285 compared to 229 in February and 205 in March 2024. The County's portion of excise revenue was \$280,516 in March, on sales of \$59 MM. This REET activity resulted in Island County YTD excise revenue of **\$199,000 more** than for the same period in 2024, **\$24,000 less** than in 2023, and **\$390,000 less** than in 2022.

Investment Earnings Rate Comparison, January 2021 - March 2025

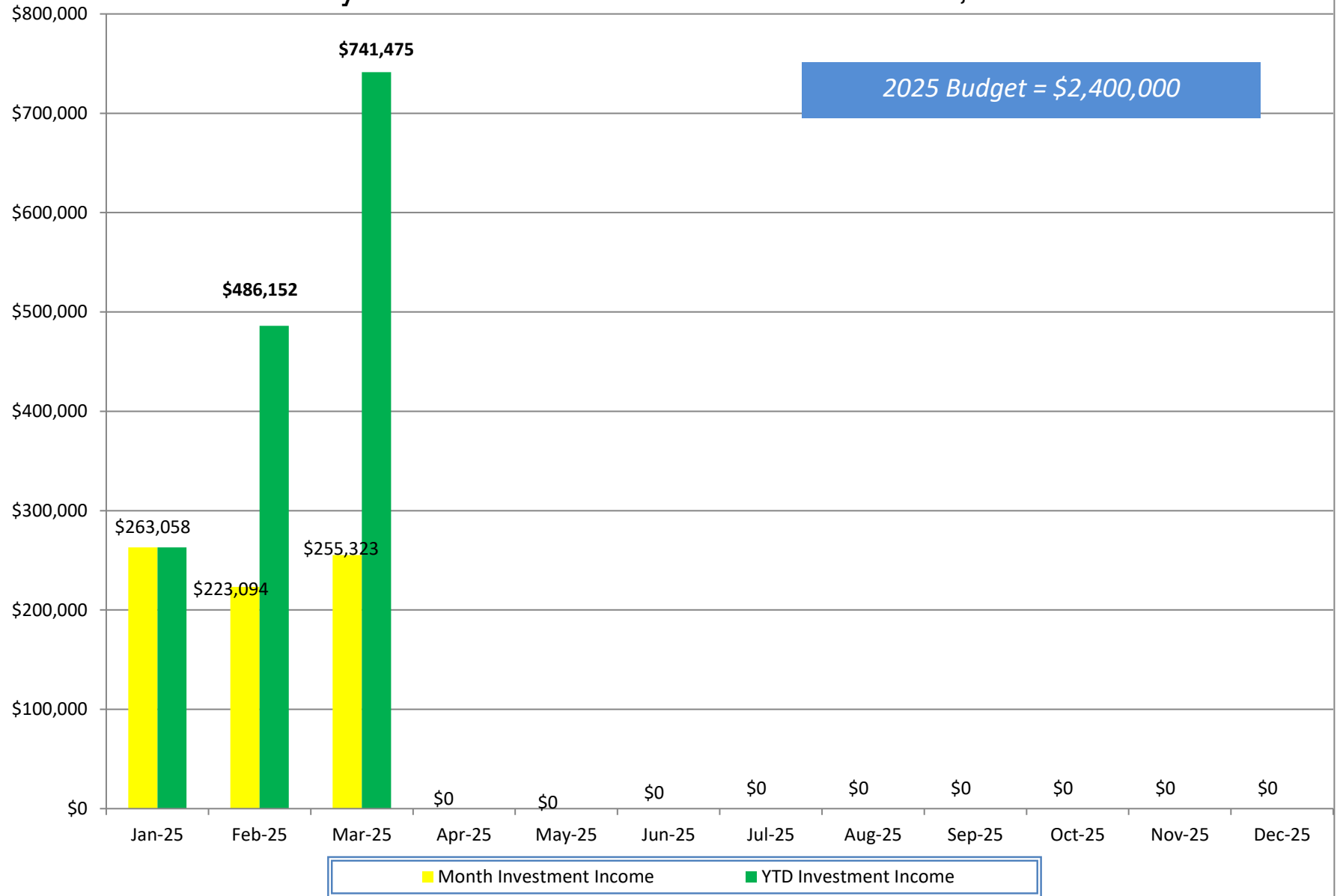


Island County Treasurer's Investment Pool
Participant Investment Balances by Fund
March 31, 2025

Fund#	Fund Description	Par Value
621	FREELAND WATER/SEWER RESERVE	485,000.00
626	FIRE DISTRICT #5 SICK LEAVE	156,933.43
628	FIRE DISTRICT #1 TRUST	21,800.00
629	FIRE DISTRICT #1 MAINTENANCE	3,428,000.00
631	S201 GENERAL	4,730,467.00
632	S201 ASB	946,955.00
633	S201 TRANS VEHICLE	140,362.00
634	S201 BOND REDEMPTION	160,913.00
635	S201 CAPITAL PROJECT	1,738,213.00
637	FIRE DISTRICT #2 EXPENSE	2,475,000.00
638	FIRE DISTRICT #3 EXPENSE	1,408,387.51
640	FIRE DISTRICT #5 MAINTENANCE	2,592,874.00
642	FIRE DISTRICT #1 BOND REDM	68,677.00
643	FIRE DISTRICT #5 CAPITAL	2,733,445.00
644	FIRE DISTRICT #5 BOND	5,000.00
647	SO WHID PARK REC MAINTENANCE	489,826.09
648	NO WHID POOL PARK REC BOND	230.40
649	NO WHID POOL PARK REC RESERVE	41,669.34
651	CEMETERY DISTRICT #1	70,000.00
652	CEMETERY DISTRICT #2	400,000.00
653	PORT COUPEVILLE MAINTENANCE	800,000.00
654	PORT SOUTH WHIDBEY	358,000.00
655	PORT MABANA MAINTENANCE	28,300.00
657	PORT SOUTH WHIDBEY BOND	392,250.20
675	S204 GENERAL FUND	800,000.00
676	S204 ASB FUND	50,000.00
677	S204 TRANS VEHICLE	227,699.00
679	S204 BUILDING	3,650,000.00
683	S206 GENERAL FUND	2,500,000.00
684	S206 ASB	60,000.00
685	S206 TRANSPORTATION VEHICLE	509,500.00
687	S206 BUILDING (CP)	26,000,000.00
688	S206 CAPITAL PROJECT (CA)	2,080,000.00
690	S206 NONEXP TRUST	800,000.00
696	SARATOGA BOND RESERVE	212,193.49
697	PORT COUPEVILLE IDD FUND	1,439,000.00
701	CLINTON WATER MAINTENANCE	65,334.17
705	LONG BEACH MAINTENANCE	20,129.51
707	PENN COVE MAINTENANCE	1,070,000.00
719	BAYVIEW BEACH EMERGENCY	162,500.00
720	CLINTON WATER CONSTRUCTION	52,448.30
722	LONG BEACH CONSTRUCTION	69,870.49
723	LAGOON POINT CAPITAL	850,000.00
725	CAMANO VISTA CAPITAL IMP	166,000.00
726	FIRE DISTRICT #3 CONTINGENCY ACCT	170,707.00
727	FIRE DISTRICT #3 RESERVE ACCT	53,219.00
728	BAYVIEW BEACH SFR WATERLINE	46,113.00
729	CLINTON BOND	35,788.83
730	CROCKETT LAKE CONSTRUCTION	360,000.00
739	JUNIPER BEACH MAINTENANCE	200,000.00
741	SO WHID PARK REC CONSTRUCTION	14,512,000.00
742	FREELAND CONSTRUCTION	1,615,000.00
755	ISLAND TRANSIT/PTBA	67,000,000.00
758	PENN COVE CONSTRUCTION	1,070,000.00
760	CLINTON WATER CAPITAL	351,225.04
761	ADMIRALS COVE CAPITAL IMPROVEMENT	700,000.00
763	SWANTOWN CAPITAL	175,000.00
764	SCATCHET HEAD WATER EMERGENCY	118,915.00
765	LEDGEWOOD BEACH CAPITAL	463,500.00
766	BAYVIEW BEACH CONSTRUCTION	195,642.00
769	CLINTON WATER SEWER	501.45
771	FIRE DISTRICT #1 CAPITAL FACIL	1,716,871.44
772	HOLMES HARBOR TRUST LOAN	77,152.00
775	SO WHID PARKS & REC RESERVE	634,288.00
776	FIRE DISTRICT #1 CAPITAL	2,620,923.83
777	FIRE DISTRICT #1 RESERVE	3,655,200.00
779	MAIN STREET SEWER	150,000.00
783	ADMIRALS COVE EMERGENCY RES	103,000.00
785	HOLMES HARBOR CAPITAL IMP	70,603.00
786	HOLMES HARBOR REPLACEMENT	97,482.00
788	NO WHID POOL PARK & REC CAPITAL	3,230.65
789	CLINTON WTR DIST ENCUMBER ACCT	337,326.89
795	CROCKETT LAKE EMERGENCY RES	41,300.00
920	RESIDUAL (ISLAND COUNTY)	116,590,645.31

277,622,612.37

Island County Year-to-Date Investment Interest Earned, March 2025

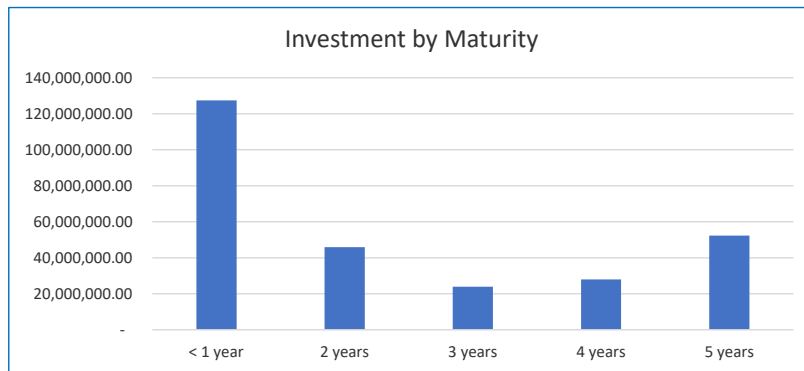
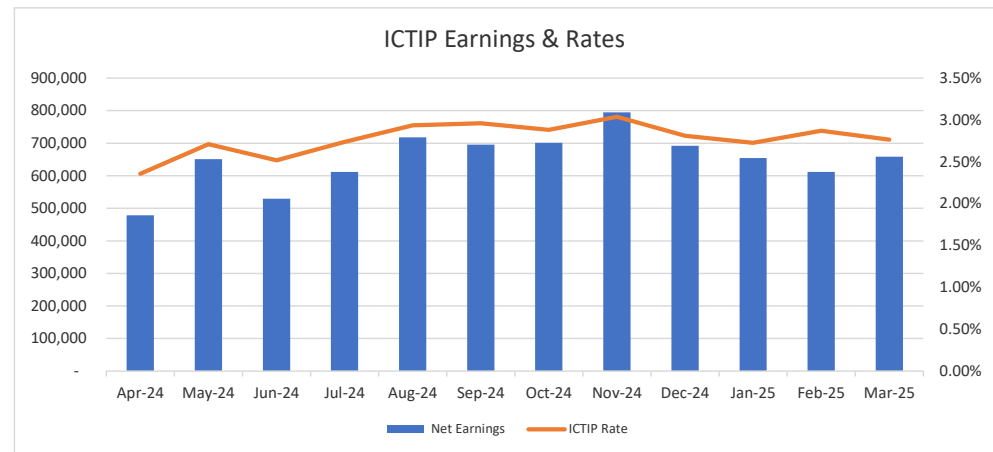


Date: **March 31, 2025**

March-2025

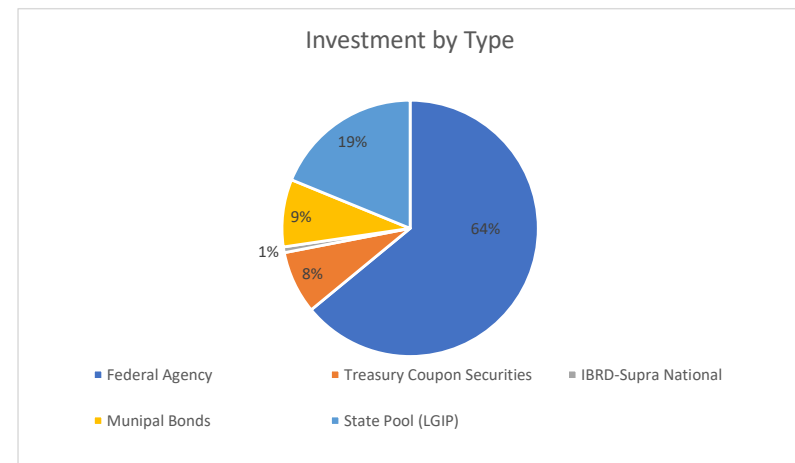
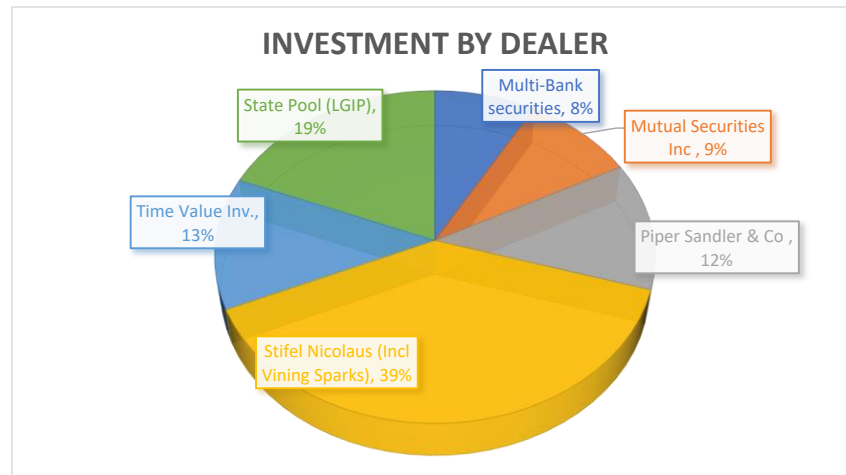
ICTIP Rate	2.77%
LGIP Rate	4.40%
Net Earning	\$ 658,836

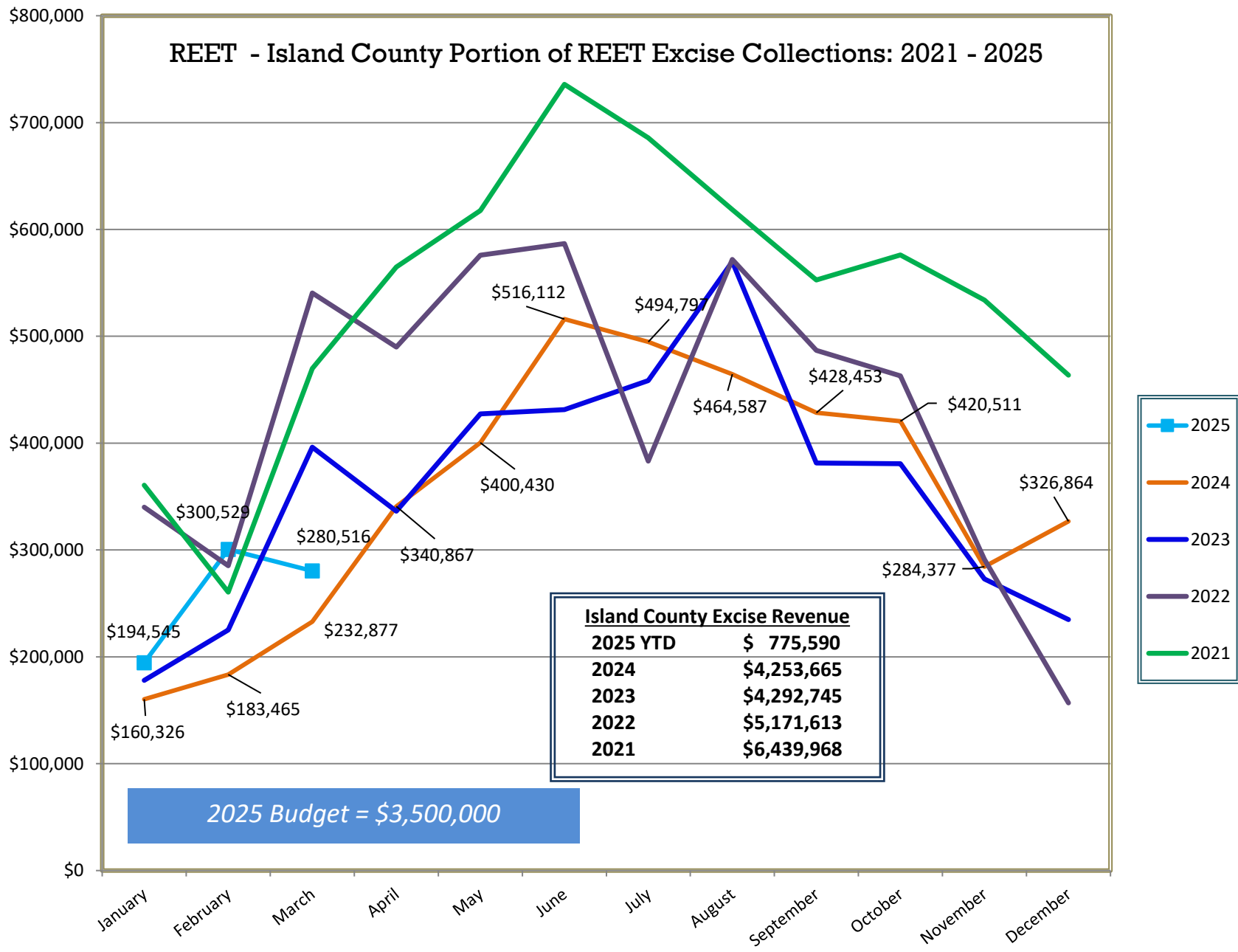
	as of	as of
12-Month Average	3/31/2025	2/28/2025
ICTIP Rate	2.78%	2.71%
LGIP Rate	4.98%	5.07%
Net Earning	\$ 649,759	626,457.83
2 Year US Treasury	4.27%	4.32%



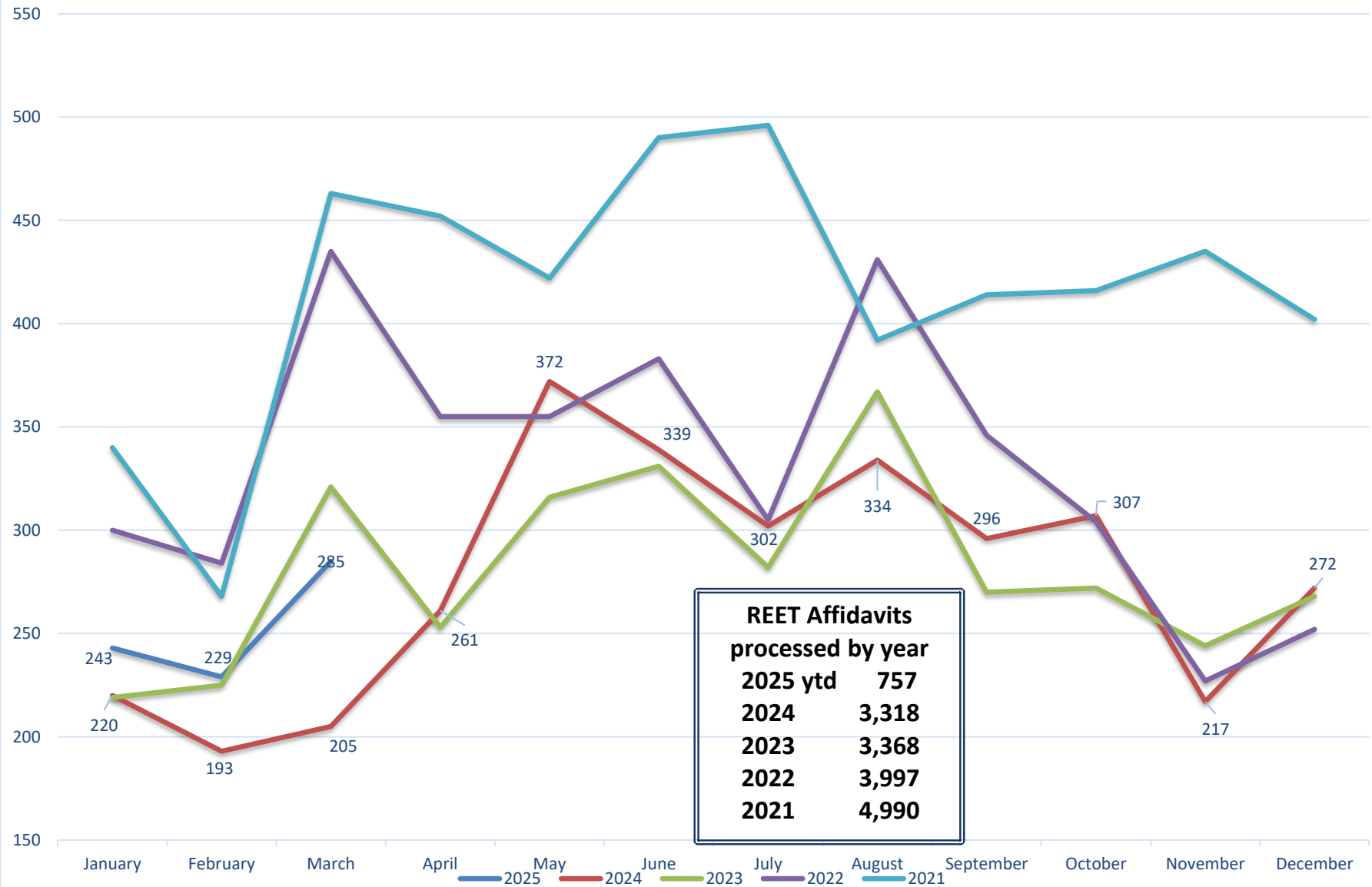
Investment by Issuer

Issuer	%-tage	Par Value	Debt Policy	Variance
US Treasury Bills and Notes	8%	22,000,000.00	90%	82%
Fed Agri Mtg Corp	6%	16,000,000.00	40%	34%
Fed Farm Credit Bk	10%	29,000,000.00	40%	30%
Fed Home Loan Bk	31%	85,890,000.00	40%	9%
Fed Home Loan Mtg Corp	4%	11,000,000.00	40%	36%
Fed Nat'l Mtg Assn	13%	35,885,000.00	40%	27%
Municipal Bonds	9%	23,610,000.00	35%	26%
State Pool (LGIP)	19%	52,237,612.37	90%	71%
Supranationals	1%	2,000,000.00	5%	4%
	100%	277,622,612.37		





Island County 2021-25 REET - Number of Affidavits Processed by Month



YTD Island County Excise Revenue through March, by Year

