



Heritage Farm Advisory Team Draft Meeting Minutes



Thursday, March 18, 2021 4:00 pm to 5:30 pm
Virtual Meeting Via WebEx

Advisory Committee: Sandy Brown, Kirk Gresham, Gary Garth*, Rob Freed, Kathleen Perillo*, Bill Zimmerman

Clark County Food Bank: Alan Hamilton*, Emily Kaleel, Henry Rogatz*

WSU Extension: Kristine Perry, Justin O'Dea, Nancy Funk, Robert Goughnor*

Friend of the Farm Foundation: Blair Wolfley, Holly Hansen, Marc Boldt* (Sandy Brown/Kirk Gresham)

Master Gardener's Foundation: Nancy Funk, Julie Bruning*

Food System Council and Friends of Clark County: Heather Tischbein

Clark County Staff:

Parks and Lands: Galina Burley, Patrick Lee, Joe Zimmerman, Laura Hoggatt*, Alex Hourani, Chris Walker

Community Planning/Historic Preservation: Jacqueline Kamp*, Sharon Lumbantobing*

Facilities: Michelle Murie*

Clean Water: Jeff Schnabel*

Public Works Director/Staff: Ahmad Qayoumi*, Magan Reed*

Council Staff: Kathleen Otto*, Lindsey Shafar*, Marilee McCall*, Julie Olson*

Farm Neighbors/Interested Parties: Lisa Bayautet*, Sharon Kenoski*, Curtis Knopp*, Chuck McCracken*, Linda Nutter*, Tracy Pax*, Ila Stanek*, Robin Summers*, Sue Marshall*, Dustin Bruce*, Jackie Lane

* Not Present

4:02pm *Called to Order – Patrick Lee*

1) Additions to the Draft Agenda – Patrick Lee

- a) None submitted from the group

2) Overview of the Farm Advisory Team & Meeting Guidelines

- a) When Parks first was assigned our responsibilities at the farm in 2016, this group, consisting of the major partners at the farm, was brought together as a means of introducing ourselves to those active at the farm and to share information about existing and proposed activities at the farm.
- b) We continue to use this forum as an information-sharing opportunity. While we solicit input and comment from this group over our areas of responsibility, the group itself is not in a formal advisory role.

- c) Meetings are recurring on the third Thursday of every other month (January-November) from 4:00 to 5:30. Meetings are public and we maintain summary notes of the meetings.
- d) In this remote interaction era we rely on the Heritage Farm web page to post draft agendas, summary notes and various meeting materials.
- e) Following is the link: <https://clark.wa.gov/public-works/heritage-farm-advisory-committee-0>
- f) For those wishing to submit comments we encourage submitting comments by e-mail in advance of the meeting.
- g) If people wish to join the meeting they may call in at 1-408-418-9388 For each meeting there will be a distinct access code for phone-ins that we post on the web site in advance of the meeting.
- h) If meeting participants have comments during the meeting, we request that they use the chat function or submit an e-mail during the meeting, Only panelists or meeting attendees have the chat option.
- i) E-mails that come in will be read at the meeting during the public comments section.
- j) If comments occur after the meeting, we request they be submitted by e-mail.

3) Approval of January 21, 2021 Meeting Minutes – Pat Lee

Time	Action Item
4:13 PM	MOTION BY: Sandy Brown SECOND BY: Kirk Gresham
	MOTION: Motion to adopt January 21, 2021 minutes as submitted
	DISCUSSION:
	IN FAVOR: Unanimous OPPOSED: None ABSTAINED: None

4) Business and Marketing Plan Update – Patrick Lee

- a) Council authorized engagement of Washington State University Extension, together with the WSU Metropolitan Center for Applied Research and Extension to assist in development the business and marketing plan.
- b) The Metro Center connects policy-makers and community leaders with the expertise of Washington State University
- c) WSU is currently putting together a project team with the expertise and attributes to complete project goals and is developing a scope of work for their effort.
- d) A first draft of a Heritage Farm Operations Manual has been prepared and forwarded to major partners at the farm for review and comment

5) Farm Advisory Committee Report – Sandy Brown, Farm Advisory Committee

- a) Recent proposal for a new tower system on the WSU weather station. Sandy directed the request to the Historic Preservation Committee, and a formal application was submitted & approved, following a presentation on the 3rd of March.
- b) Weather data at Heritage Farm has been collected since the late 1800's; we are simply upgrading the technology. WSU is responsible for the station readings & data collection.
- c) Receiving summary reports from various projects, will need to set aside time to summarize hopefully by the end of April.
- d) Beehive expansion project, adding an additional hive this year & interactive blog
- e) Received a new proposal for an incubator farm project on a 5-year term, initially approved for 2 years with the possibility to extend 3 additional years. Project will extend 1 acre on the farm.

(1) Internal Services holds the Lease Agreement between Heritage Farm & WSU Operations

(2) A contract would be required as it pertains to a leased portion of land relating to this project. If it was not previously leased, Clark County Council would have to approve.

f) Previously made recommendations about community garden fees, nothing new to report

(1) Many stakeholders on site, these fees are issued by WSU Extension & go back to WSU for program use. Because these are not issued by Clark County Parks, it does not have to go council for approval.

(2) Fee increases will not occur until 2022

6) Friends of the Farm Foundation Report – Kirk Gresham

a) Many updates to the website, “Friends of Heritage Farm”

b) Updating narrative, membership details, donations options. Testing of the site, will start within the next 2 weeks.

7) Farm Operations Report – Joe Zimmerman

a) Has been doing various repairs on site: a Ford tractor that belongs to WSU Extension, repaired cultipacker rollers & blades on a mower.

b) After the snow event, gate needed repaired, facilities came in to get it fixed

c) Made some changes to the irrigation system

d) Justin is getting ready to start tilling fields & fertilizing

e) Regrading dirt pathways in between the food bank fields & community gardens

f) Joe is out of the office, Parks Maintenance crews are helping with mowing in lieu of absence

g) Justin planted cover crop on other side of the tunnel

8) Storage Shed Opportunity – Patrick Lee

a) Sheriff’s Office has some sheds at English Pit that will be surplus

b) They seem in pretty good shape and might be useful for storage by volunteer groups at the farm

c) If any of the groups are interested, recognize county has no budget to move them. Volunteer Groups will have to do that themselves. Also be responsible for long term maintenance of the sheds.

d) Will require appropriateness review by historic preservation commission

9) Public Comments received - Patrick Lee

a) No comments

5:01 PM Meeting Adjourned

Submitted by Alexandra Hourani, Secretary

2021 Meeting Schedule (Third Thursday every other month)

May 20, 2021

July 15, 2021

September 16, 2021

November 18, 2021

All meetings are scheduled from 4:00 to 5:30 PM

For the foreseeable future all meetings will be virtual via WEBEX