



MEETING MINUTES

Land Bank Commission Meeting

March 25, 2011

Craft Room, Mullis Community Senior Center, 589 Nash Street, Friday Harbor, San Juan Island

Commission Members in Attendance: Tom Cowan, Nancy Greene, Amanda Azous, Jim Skoog, Doug Strandberg, and Lance Evans.

Commission Members Absent: Lisa Wolford (briefly by phone).

Land Bank Staff in Attendance: Lincoln Bormann, Judy Cumming, Doug McCutchen, Tim Clark, Eliza Habegger, and Diane Kinnaman.

Land Bank Staff Absent: Ruthie Dougherty.

Public in Attendance: Jim Higgins, Pamela Gross, Rachel Dietzman, and Jeff Roberson.

Topic	Key Discussion Points & Agreements	Actions and Next Steps
<u>Call to Order</u>	8:32 am the meeting was called to order.	
<u>Adoption of Minutes</u>	The February 18, 2011 minutes were reviewed. There were corrections.	Jim Skoog moved to accept the February 18, 2011 minutes. Lance Evans seconded. No discussion. Motion passed unanimously.
<u>Chair's Report</u> <u>Renewal Committee</u>	Tom Cowan reported on the latest in the renewal committee's efforts: David Zoeller and Harvey Himmelfarb are the Orcas co-chairs. Progress on defining the message, frequently asked questions & facts sheet, fundraising (are receiving donations), and organizing the way the petition drive would work per island. The	

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<u>Renewal Committee continued</u>	<p>drive will likely start just after April 15th.</p> <p>Public campaign effort will begin at the San Juan County Fair August 17-20, 2011.</p> <p>Website URL (Uniform Resource Locator) reserved: renewourlandbank.org.</p> <p>Website is not populated yet as it is currently being developed.</p> <p>Renewal logo has been chosen.</p> <p>Registration with the Public Disclosure Commission (PDC) completed early on.</p> <p>Commissioner liaisons to the renewal committee are Jim Skoog, Lisa Wolford, and Tom Cowan. They will provide a communications conduit so the renewal effort is well informed of Land Bank priorities and vice versa.</p>	
<u>Public Meetings to Discuss Land Bank Priorities</u>	<p>Public meetings to discuss Land Bank priorities took place in March 2011.</p> <ul style="list-style-type: none"> • Lopez – March 8th • Orcas – March 18th • San Juan – March 24th <p>Tom thanked Lincoln for traveling to each of the islands for meeting participation and for his effective, informational Power Point presentation. Tom thanked Diane for the thorough media blitz and the commissioners and staff for their participation.</p> <p>Commissioners from each district reported on the meetings. There was discussion.</p> <p>Lance suggested holding public meetings twice a year to touch base with individual communities.</p> <p>Commission consensus: Increase the amount of public input meetings yearly.</p> <p>Pamela Gross added the meetings were a good start on getting the right information out to folks who didn't understand the Land Bank. People came away with a new perspective.</p>	<p>Suggestion made to give a presentation to the Soroptimists in Friday Harbor. Staff will follow up.</p>
<u>Realtor Outreach Meetings</u>	<p>Tom Cowan and Lincoln met with Windermere Realty staff on Orcas to discuss</p>	

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<u>Realtor Outreach Meetings continued</u>	how the Land Bank can help the real estate industry, in an effort to market properties. Lincoln's Power Point presentation was well received. Lincoln and Jim Skoog will meet next with Coldwell Banker on San Juan.	
<u>Public Comment</u>	No public comments.	
<u>General Housekeeping Orcas Island Chamber of Commerce</u>	Lance Evans passed out the 2011 Visitor Guide & Business Directory courtesy of Orcas Island Chamber of Commerce. Lance thanked Eliza Habegger for her written piece: Orcas Island: The Long View, and acknowledged additional help by Land Bank staff providing photos for this publication.	
<u>San Juan Islands Trails & Natural Areas Map</u>	Doug McCutchen reported on this independently produced publication currently in circulation at local stores which purports to outline Land Bank trails & public access properties incorrectly. Commission consensus: The Land Bank's priority is to have accurate information available to the public and this publication will cause great confusion. Staff will keep after the creators to update the publication with correct information.	Commissioners and staff will contact bookstores about the inaccurate trail maps.
<u>Finance Report</u>	Jim Skoog reviewed the February 28, 2011 Conservation Area Fund and Stewardship & Management Fund financial statements. REET collections for February were \$94,581. Judy created profit and loss comparisons over six month periods starting back in Sept '08. Comparisons show trending on the positive side. There was discussion. Judy and the finance committee reported their long term projections for revenues & expenditures to address future scenarios regarding bond payments, bond payment obligations, further REET decline, etc. There was discussion. Judy will include Taylor acquisition and bonding scenario in forecasting cash flow projections (3 scenarios). Commission consensus: Deferring the last payment for Coffelt Farm acquisition is	Motion: Nancy Greene moved to accept the February 28, 2011 financial statements. Amanda Azous seconded. No discussion. Motion passed unanimously. Judy will include Taylor acquisition and bonding scenario in forecasting cash flow projections (3 scenarios). Lincoln will prepare a letter to Trust Accounting regarding deferring the last payment for Coffelt Farm acquisition.

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<u>Finance Report continued</u>	preferred. Lincoln will prepare a letter to Trust Accounting to facilitate action.	
<u>Lisa Wolford joins meeting via teleconference</u>	9:30 am Lisa Wolford joined meeting via teleconference.	
<u>Director's Report Event Calendar</u>	<p>Lincoln pointed out the many Land Bank events taking place in March and April and thanked Diane for keeping it all organized.</p> <ul style="list-style-type: none"> • March 26 – Limekiln / Deadman Bay Preserve Public Walk (SJITC) • April 5 – Beaverton Marsh Work Party @ Land Bank office • April 9 – Third Lagoon & Deadman Bay Preserves – Great Island Clean Up • April 10 – Judd Cove Preserve Interpretive Walk 	
<u>County Council/ Land Bank Acquisition Approval Process</u>	<p>Lincoln reported on the second touch by the County Council on the proposed resolution outlining the Council's approval process on Land Bank acquisitions. Resolution slated for adoption by County Council in April. There was discussion.</p> <p>Background: General government subcommittee was created to help determine the most efficient way for the Council to approve acquisition plans. (Committee members: Rich Peterson, Lovel Pratt, Howie Rosenfeld)</p>	Lincoln will report back to the commission at the next Land Bank Commission meeting.
<u>Mt. Baker Road and Trail Improvement Project Eastsound, Orcas Island</u>	<p>Discussion on Memo from Land Bank staff re: recommendation on proposed wetland mitigation on Stonebridge-Terrill Preserve. Staff recommends proceeding.</p> <p>Rachel Dietzman of San Juan County Public Works explained Public Works would host an open house in June or July to initiate the project. Looking to start tree plantings in Fall 2011 and ground work to begin May/June 2012.</p> <p>Commission consensus: Land Bank will seek additional public input on conceptual acceptance after Public Works holds public meetings on proposed wetland mitigation. Nancy Greene suggested Land Bank staff look into crafting a general policy for Land Bank</p>	<p>Motion: Lisa Wolford moved to approve the conceptual acceptance of proposed wetland mitigation on Stonebridge-Terrill Preserve.</p> <p>There was discussion.</p> <p>Lance Evans seconded.</p> <p>No further discussion.</p> <p>Motion passed unanimously.</p> <p>Land Bank will host public meetings to discuss wetland mitigation conceptual acceptance for this project.</p>

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<u>Mt. Baker Road and Trail Improvement Project Eastsound, Orcas Island continued</u>	preserve mitigation. Commission consensus: Land Bank staff will create a general policy for Land Bank preserve mitigation.	Land Bank staff will craft a general policy for Land Bank preserve mitigation.
<u>Lisa Wolford exits meeting</u>	9:45 am Lisa’s teleconference call ended.	
<u>Real Estate Brochure</u>	Lincoln reported the newly created brochure aimed at potential buyers of real estate is generating a lot of positive feedback. Discussion on creating a more polished brochure that mirrors Land Bank branding. There was discussion on marketing the brochure.	Staff will deliver brochures to local escrow offices and Chamber of Commerce.
<u>2010 Annual Report</u>	First drafts of all annual report articles have been completed; commissioners to review text next week. Partners in Design will submit mock-up annual report by April 13 th .	
<u>Trails Update</u>	Lincoln reported on two potential trail easements on San Juan and a license agreement proceeding on Lopez. All moving forward. Tim Clark added that the LICTN (Lopez Island Community Trails Network) is currently focusing on trails in the village.	
<u>Break</u>	10:08 – 10:20	
<u>Blakely / SJPT (Crowley) Conservation Easement (CE)</u>	Lincoln outlined the Land Bank’s role in accepting the Crowley CE including an annual monitoring visit to ensure terms of easement are complied with, and providing a baseline report. The Land Bank will strictly provide monitoring and enforcement of the CE, not maintenance. CE goes before the County Council for the third touch next Tuesday on Lopez. This forever wild easement allows for no public access on eighty acres of pristine shoreline on Blakely Island. The San Juan Preservation Trust will retain ownership and donate the Conservation Easement to the Land Bank.	Motion: Nancy Greene moved to approve the Blakely / SJPT (Crowley) Conservation Easement. Jim Skoog seconded. No discussion. Motion passed unanimously.
<u>Lopez / Odlin South</u>	Lincoln reported the appraisal is currently in process. Tim Clark reported he is working with the well user group on well alternatives. There was discussion.	Lincoln will continue moving forward on this project.
<u>Lopez / Buffum CE</u>	Appraisal due to be completed March 28 th .	Lincoln will forward the

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<u>Lopez / Buffum CE continued</u>	There was discussion.	appraisal to commissioners once received.
<u>San Juan / Taylor Phase II</u>	<p>Purchase and sale agreement (PSA) discussed. Doug Strandberg requested to review the boundary line modification that occurred prior to closing of the Taylor CE last December. The PSA provides: closing in 2012, contingency of Land Bank renewal. Approval of the PSA by the Commission and County Council are required because the closing date is in 2012 and therefore precede the 2012 acquisition and expenditure plan. Lincoln will begin County Council three touch process beginning in April if the Commission approves the PSA.</p> <p>Commission consensus: Bring to vote at April 15, 2011 commission meeting.</p>	
<p><u>Stewardship Report</u> <u>San Juan</u></p>	<p>Eliza Habegger reported on the ongoing Beaverton Marsh restoration effort that is being funded by a grant from Ducks Unlimited.</p> <p>Over 900 plants have been planted through volunteer & staff efforts. Mulching and protecting the plants with tubes will follow (work party scheduled 4/5). Students have enlisted in the effort as part of their service projects.</p> <p>Doug McCutchen reported on the Professional Trailbuilders Association 2011 Sustainable Trails Conference he attended March 13-20 in Asheville, NC.</p> <p>Doug reported the preserve maps and driving directions project is still ongoing.</p>	
<u>Lopez</u>	<p>Tim reported that a grant application was filed to pay for the consolidation and rebuilding of the addition of about 40 new water users in the area for the Upright Head well system.</p> <p>Weeks Wetland – Tim is working with State Environmental Policy Act (SEPA) on stormwater issues.</p> <p>Lopez Hill – Ongoing sign installation.</p>	

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<u>Orcas</u>	<p>Ruthie will provide a stewardship report at the April 15 commission meeting on Orcas.</p> <p>Upcoming CFS (Coffelt Farm Stewards) events at the farm:</p> <ul style="list-style-type: none"> • Feb 26 – Basic Fruit Tree Pruning Workshop (Marguerite Greening & Joe Bullock) • March 26 – Small Scale Grain Workshop (Dr. Steven Jones, WSU) 	
<u>Meeting Adjourned</u>	11:20 am - meeting adjourned.	Tom Cowan adjourned the meeting.
NEXT MEETING	April 15 th , 2011 – Main Meeting Room, Orcas Island Fire Department Station 21, 45 Lavender Lane, Eastsound, Orcas Island.	