



MEETING MINUTES

Land Bank Commission Meeting

January 29, 2010

Council Hearing Room, San Juan County Legislative Building

Commission Members in Attendance: Amanda Azous, Nancy Greene, Tom Cowan, Mary Blackstone, Lisa Wolford, Jim Skoog, and Doug Strandberg.

Commission Members Absent: None.

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

Land Bank Staff Absent: Doug McCutchen, Ruthie Dougherty, and Eliza Habegger.

Public in Attendance: Nancy Jones, Boyd Pratt, Jeff Roberson, Michael Sullivan, Kirman Taylor, and Thane Pratt via teleconference.

Topic	Key Discussion Points & Agreements	Actions and Next Steps
<u>Call to Order</u>	8:30am the meeting was called to order.	
<u>Commissioner Farewell</u>	Amanda Azous presented Nancy Jones with a picture of Turtleback Mountain Preserve in appreciation of her eight years serving on the commission. Nancy's dedication, knowledge, and wisdom in land preservation and financial matters will be sorely missed.	
<u>Adoption of Minutes</u>	The December 11, 2009 regular meeting minutes were reviewed. There were corrections.	Jim Skoog moved to accept the December 11, 2009 regular meeting minutes. Nancy Greene seconded. No discussion. Motion passed unanimously.

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<u>Adoption of Notes from Annual Retreat</u>	The notes from the November 13, 2009 Annual Retreat were reviewed. There were corrections.	Jim Skoog moved to accept the November 13, 2009 notes from the Annual Retreat. Lisa Wolford seconded. No discussion. Motion passed unanimously.
<u>Chair's Report</u> <u>Volunteer Thanks</u>	Amanda Azous noted Louise Dustrude's recent efforts in transcribing Vern Coffelt's oral history recording and expressed deep appreciation on behalf of the Land Bank for Louise's ongoing support.	
<u>Land Bank Director Performance Evaluation</u>	Amanda thanked commissioners and staff for their input on Lincoln Bormann's yearly review. Noteworthy was how consistently Lincoln was praised. A summary of comments was prepared.	Completed Land Bank Director performance evaluation form to be submitted to Pete Rose.
<u>2010 Commission Officers</u>	Nancy Greene reported on the nominating committee's proposed 2010 commission officers: Amanda Azous, Chair Tom Cowan, Vice-Chair Jim Skoog, Financial Officer Jim requested a financial officer briefing with staff to bring him up to speed.	Mary Blackstone moved to accept the nominated commission officers for 2010. Lisa Wolford seconded. Motion passed unanimously. Lincoln and Judy Cumming will meet with Jim.
<u>Commission Selection Process</u>	Amanda and Lincoln outlined the current process the County Council uses to select commissioners, as three commission terms will expire on 12/31/10. Commission consensus: Land Bank staff will advertise to fill the commission vacancies independently from the County Council's regular advertisements. Tom Cowan asked Land Bank staff to give commissioners with expiring terms (Nancy Greene, Amanda Azous, and Jim Skoog) plenty of notice prior to 12/31/10.	Land Bank staff will notify commissioners with expiring terms in early November 2010. Land Bank staff will advertise to fill the commission vacancies independently from the County Council's regular advertisements.
<u>San Juan Preservation Trust (SJPT) / Land Bank Commission Committee</u>	Background: a quarterly meeting between members of the Land Bank Commission and the SJPT Board was proposed by Tim Seifert, Director of the SJPT and Nancy Greene, Commissioner.	A committee of SJPT Board members and Land Bank commission members will meet in April, 2010.

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<u>San Juan Preservation Trust (SJPT) / Land Bank Commission Committee continued</u>	First order of business will be discussing dispensing the Turtleback endowment fund. Amanda reported the first meeting will take place in April 2010 (date to be determined).	
<u>Lopez Island Trails Committee</u>	<p>Amanda introduced Michael Sullivan and Kirman Taylor of the newly formed Lopez Island Trails Committee. Kirman gave an overview of their efforts to date. They next meet at February 23rd, 7:00 p.m. at the Lopez Library.</p> <p>Tim Clark thanked Kirman and Mike for attending today's meeting and noted the momentum the committee has been generating should prove to be successful. Additionally, Tim has created a public map of trails. Nancy Greene suggested the group contact Tim Seifert and also commented on how beneficial the trails committee will be for the community.</p>	
<u>Public Comments</u>	There were no public comments.	
<u>Finance Report</u>	<p>Judy Cumming reviewed the 2009 Land Bank financial position pending final posting of 2009 transactions. Conservation Area Fund and Stewardship Fund reports, as well as a district analysis report were also reviewed. There was discussion.</p> <p>Commission consensus: Prepare a spreadsheet outlining the ratio of property acreage under management & maintenance to assist with budgeting.</p> <p>Commission consensus: Staff will track hours spent on duties to assist in breaking out financial distribution to the stewardship and conservation area funds.</p> <p>Grant report: Lincoln explained that 2010 is the start of a new biennium for state grants administered by the Recreation and Conservation Office (RCO). Staff will continue to investigate potential opportunities in the Washington Wildlife and Recreation Program (WWRP) and Salmon Recovery Funding Board program (SRFB). There was discussion. Lincoln noted that the potential Lopez Islands Vineyard conservation easement</p>	<p>Judy will prepare a spreadsheet of statistics for the commission as requested.</p> <p>Staff will break out hours worked on specific duties for accounting purposes.</p> <p>Commission will discuss at February 26th commission meeting the feasibility of current schedule to set aside \$400K yearly for future Stewardship.</p> <p>A Public Hearing on the Proposed Revised 2010 Expenditure and Acquisition Plan will take place at the February 26th Land Bank Commission meeting.</p>

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<p><u>Finance Report continued</u></p>	<p>would be a good candidate for a WWRP farmland protection grant.</p> <p>Commission consensus: a Public Hearing on the Proposed Revised 2010 Expenditure and Acquisition Plan will take place at the February 26th Land Bank Commission meeting.</p> <p>Commission consensus: Lincoln will prepare a memo outlining options regarding reducing expenditures on acquisitions and stewardship. Financial discussion to follow at February 26th commission meeting.</p> <p>Commission consensus: Judy will create a table on sales volume over the life of the Land Bank program for commission review.</p>	<p>Lincoln will prepare a memo outlining options regarding reducing expenditures on acquisitions and stewardship.</p> <p>Judy will create a table on sales volume over the life of the Land Bank program for commission review.</p>
<p><u>Break</u></p>	<p>10:19 – 10:30 a.m.</p>	
<p><u>Director’s Report Acquisition Projects</u> <u>SJ / Pratt Conservation Easement (CE)</u></p>	<p>Lincoln Bormann and Boyd Pratt explained the restructured CE proposal. There was discussion. Commissioners determined the new proposal does meet the easement’s conservation requirements.</p> <p>Doug Strandberg abstained from making any comments as he has provided representation for the Pratt family in the past.</p> <p>Consensus of commission: Lincoln will move forward in finalizing the revised CE.</p>	<p>Lincoln will move forward in finalizing the revised CE. A final draft will be brought back to the commission for approval. Once the commission approves, the revised CE will be submitted for County Council approval.</p>
<p><u>Lopez / Odlin South</u></p>	<p>Background: A portion of the Odlin South Department of Natural Resources (DNR) property was placed on the State Trust Land Transfer Program (TLTP) list as a lease for this current biennium. In this program, the legislature allocates money to purchase or lease DNR property on behalf of local government. Funds received by DNR are used for school construction projects around the state. DNR has since come back to the county with the idea of including the entire 103-acre property on the TLTP lease list.</p> <p>The County Council has signed a letter of intent that DNR requested. Lincoln is unsure about DNR’s scheduled timeline. There was discussion.</p>	<p>Lincoln will continue moving forward with this project.</p>

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<u>SJ / Mitchell Hill</u>	<p>Lincoln reported the transaction is progressing; currently working on the multiple purchase and sale agreements required for the transaction.</p> <p>Background: Department of Natural Resources (seller), Land Bank (initial buyer), Conservation Fund (second buyer) and National Parks Service (end buyer). Anticipated is a joint closing, passing ownership from DNR to National Parks Service on the same day. Everything currently is on track. There was discussion.</p>	Lincoln will continue moving forward with this project.
<u>SJ / Guard</u>	Lincoln is currently negotiating a purchase and sale agreement on this 20 acre parcel in San Juan Valley.	Lincoln will continue moving forward with this project.
<u>SJ / Erickson</u>	Lincoln reported that the appraisal, as requested in the memorandum of understanding, is scheduled to take place in February. The Town of Friday Harbor is currently trying to determine the source of funding. The Ag Guild is focused on fundraising efforts.	Lincoln will continue moving forward with this project.
<u>SJ / Beaverton Valley Marsh – Buck</u>	Lincoln is currently negotiating the terms of a purchase and sale agreement for a combination fee title and conservation easement purchase of approximately 50 acres total. The seller would retain approximately 20 acres encumbered with the easement. This property is part of the Beaverton Marsh system and an important site for future restoration work and possibly agricultural leasing. There was discussion.	Lincoln will continue moving forward with this project.
<u>SJ / Taylor Conservation Easement (CE)</u>	Lincoln reported that an appraisal is underway for the adjacent Taylor property (Beaverton Valley marsh area). Background: Appraisal and survey, outlining the specific area encumbered by the CE, is a federal requirement. Ducks Unlimited will provide additional funding for restoration on the Taylor property this spring. Madrona Murphy is currently contracted to orchestrate restoration plan; volunteer plantings and removal of reed canarygrass starts in early spring.	Lincoln will continue moving forward with this project.

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<u>Lopez / Lopez Island Vineyards Conservation Easement (CE)</u>	Lincoln is currently working towards a conservation easement for this working, organic farm. Three, ten acre parcels would be included in the CE. Lincoln will investigate opportunities for the state Conservation Commission to submit Lopez Island Vineyards in the WWRP farmland protection program. Nancy Greene and Tom Cowan noted the property fits into the neighborhood concepts plan and might foster additional CE's with adjacent properties. There was discussion. Commission consensus: Lincoln will move forward with this project.	Lincoln will continue moving forward with this project.
<u>Orcas / Tompkins Trail Easement Donation</u>	Lincoln has explored where the trail might go with the property owner. More discussion will be needed.	Lincoln will continue moving forward with this project.
<u>Stewardship Report</u> <u>Lopez / Upright Head Preserve</u>	Tim Clark, Lopez Preserve Steward, along with Lopez Island Trails Committee members and San Juan Island Trails Committee members, met and walked Upright Head Preserve. Their agenda: to glean from the San Juan Trails Committee how to make a successful trails group. There was discussion.	
<u>Upright Head Preserve</u>	The Upright Head water system group met to hear about funding opportunities and permit progress. San Juan County Parks would like to be a part of the overall system, as they are expanding their camping area. Still looking very good, things are proceeding. Background: The existing water association has agreed to take on the Land Bank's system, and has allocated money for the startup costs of a unified water system covering all of Upright Head. The Land Bank would retain three water shares and gain access to a lot that could be included in the conservation buyer program, while getting water to approximately two dozen households that are currently operating on very little water.	
<u>Lopez / Tombolo Preserve</u>	Tim met with Russel Barsh to discuss some restoration issues at the Tombolo.	
<u>Lopez / Watmough Bight Preserve</u>	Watmough Bight class – Tim met with the San Juan Nature Institute regarding a possible naturalist class in June, revolving around	

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	beach seining and marsh life.	
<u>Bureau of Land Management (BLM) Scoping and Information Package</u>	Tim is investigating whether a reply should be sent by Land Bank staff to the BLM regarding the scoping of the noxious weed program recently received.	
<u>Upright Head Preserve</u>	Nancy Greene reported Washington State Ferries have released their 30-year plan, and the Lopez ferry dock will get some major infrastructure changes. Department of Transportation might have funding available to facilitate a boundary line modification/ property trade with the Land Bank.	
<u>Orcas / Historic Barns Presentation</u>	Ruthie Dougherty, Land Bank Preserve Steward, is hosting the San Juan County's Historic Barns presentation given by Sandy Strehlou and Boyd Pratt from 100 Friends of Old Island Barns.	Historic Barns Presentation takes place Thursday, February 11 th , 7:00pm at the Orcas Island Senior Center.
<u>Lopez / Spit</u>	Proposal for mitigation - Doug McCutchen sent the mitigation and monitoring plan to the Army Corps to continue the permit application.	
<u>FJ / Frazer Homestead Preserve</u>	<p>The Frazer Homestead Preserve lease materials were reviewed and discussed by the commission. Tim reported that Peggy Bill, Katie Hover and Mary Blackstone represent the Ag Lease Committee.</p> <p>Commission consensus: move forward with lease process. Specifically with the lease, it was asked to have the lessee formally notify the Land Bank if there is any deviation from the lease.</p>	<ol style="list-style-type: none"> 1. Press release: Land Bank Requests Farm Lease Proposals 2. Bidders Meetings – to explain the process and answer questions. 3. Meet with applicants individually onsite
<u>San Juan County Parks, Trails, and Natural Areas Plan</u>	Lincoln gave an update on the community survey that was sent out to 3,000 randomly selected residents in an effort to gather ideas and priorities for the county's parks, trails, and natural areas. There was a 20% return rate with 600 surveys returned. Preliminary results indicate that respondents are extremely supportive of extending The Real Estate Excise Tax (REET).	
<u>Meeting Adjourned</u>	11:17 a.m. - meeting adjourned.	

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NEXT MEETING	February 26, 2010 at The Craft Room, Mullis Community Senior Center, 589 Nash Street, Friday Harbor, San Juan Island.	