



## MEETING MINUTES

### Land Bank Commission Meeting December 15, 2017 Craft Room @ Mullis Community Senior Center San Juan Island, WA

**Commission Members in Attendance:**

Jim Skoog, District 1, position 1  
Marlis Sandwith, District 2, position 2  
Amanda Wedow, District 3, position 3

Brian Wiese, at large, position 4  
Doug Strandberg, at large, position 5  
Amanda Azous, at large, position 6  
Christa Campbell, at large, position 7

**Commission Members Absent:** none

**Land Bank Staff in Attendance:** Charlie Behnke, Lincoln Bormann, Judy Cumming, Tim Clark, Eliza Habegger, Doug McCutchen, Tanja Williamson

**Land Bank Staff Absent:** Ruthie Dougherty, Casey Hons

**County Council Liaison:** Absent

**Public in Attendance:** Four

Topic	Key Discussion Points & Agreements	Actions and Next Steps
<u>Call to Order</u> 8:33 am	The meeting was called to order by Chair, Brian Wiese.	
<u>Adoption of Minutes</u>	The November 17, 2017 minutes were reviewed. There were corrections.	Jim Skoog moved to accept the November 17, 2017, minutes as corrected. The motion was seconded by Marlis Sandwith. There was no further discussion. Motion passed unanimously.
<u>Chair's Report</u> 8:45 am	Chair, Brian Wiese, commented on the 100-acre expansion of Odlin Park on	

Topic	Key Discussion Points & Agreements	Actions and Next Steps
<p><b><u>Chair's Report continued</u></b></p>	<p>Lopez Island. Wiese also noted that the Youngren property on Orcas Island is still in play and believes that the Land Bank should continue to monitor acquisition progress in case there is an opportunity for the Land Bank to participate. Lincoln Bormann shared that representatives from the Lummi Nation and the Washington State Parks Department were meeting today to discuss ideas and complimentary uses for the property. Wiese noted that the Parks process is to have an expansion meeting before expansion actually happens, and he found that process interesting in regards to Land Bank processes. Wiese read some of the online comments after the Parks' public meeting and found them to be pro-active and positive in nature; he provided one of the letters as an example.</p> <p>Doug Strandberg shared that the Ellis family will donate their property on Shaw Island to the San Juan Preservation Trust and hopes the donation will be completed by years' end. Fred Ellis donated a historic preservation easement to the Land Bank that encumbers the façade and a portion of the interior of the Tharald Homestead log house located on the property.</p>	<p>The issue of prior notice to neighbors will on an extended meeting agenda of the Land Bank Commission in the near future.</p>
<p><b><u>Meeting Format Discussion</u></b> 8:53 am</p>	<p>Jim Skoog opened the discussion saying a lot of time is spent on reviewing the DRAFT minutes from the prior month. He suggested commissioners review these at home and email edits to the staff. He also suggested moving these to a "consent agenda."</p> <p>Doug Strandberg noted that he finds the discussion from reviewing the minutes helpful, especially if he has missed the prior meeting.</p> <p>Amanda Azous agreed that the discussion is helpful and she suggested</p>	

Topic	Key Discussion Points & Agreements	Actions and Next Steps
	<p>extended meetings for longer discussions.</p> <p>Jim Skoog also suggested moving financial reports/discussion to only extended quarterly meetings.</p> <p>Christa Campbell agreed with Jim, stating that the monthly financial summaries that Judy Cumming provides are great and that finances could be reviewed more in depth at extended quarterly meetings. Marlis Sandwith seconded that concept.</p> <p>Brian Wiese proposed blocking out time for quarterly extended meetings and to keep an ongoing list of topics for extended and/or future meetings.</p> <p>Amanda Wedow is happy with the general format and like the extended meetings idea.</p> <p>Marlis suggested a discussion topic of community involvement – how to be more involved with the public.</p>	<p>Commissioners should send discussion topics to Lincoln and cc the other commissioners.</p>
<p><b><u>Public Comment</u></b> 9:06 am</p>	<p>Tracey Cottingham thanked the commissioners for their work and for going forward with acquiring the Lopez Channel property and for continuing to be a good neighbor to the Port of Lopez. Tracey noted that she has been meeting with the Lopez Island Trails Committee monthly and they are working on a sunrise to sunset trail. Tracey offered to help with grants if needed, including bringing an artist on board for renderings.</p> <p>Eileen Drath expressed that she doesn't think the majority of the community knows who the Land Bank commissioners are or what they do. Eileen suggested that op-ed or news articles about the commissioners could be submitted to the news outlets.</p>	<p>This will be a discussion topic for a future Land Bank Commission meeting.</p>

Topic	Key Discussion Points & Agreements	Actions and Next Steps
<p><b><u>Financial Report</u></b> 9:13 am</p>	<p>Amanda Wedow stated the projected end of year balance as \$3.6M and that Lincoln Bormann felt confident the Land Bank will receive the outstanding \$2.6M from grants and the sale of the Argyle lots.</p> <p>Jim Skoog noted his disappointment that nothing has been done with the Mount Grant Stewardship fund held by the San Juan Preservation Trust. Lincoln remarked that the Preservation Trust is still waiting on pledges to be fulfilled before investing. Jim doesn't understand why the Preservation Trust is waiting to invest and said he believes that it is of concern to wait. Land Steward, Eliza Habegger, observed that the stewardship monies were part of the whole fundraising campaign. Discussion ensued regarding funds and timing.</p>	<p>Brian Wiese requested that column and row headings be printed on spreadsheets in order to make identifying the lines easier.</p> <p>The Land Bank staff and commissioners will discuss the investment process with the San Juan Preservation Trust to have a better understanding of their process.</p>
<p><b><u>Director's Report</u></b> 9:25 am</p>	<p>Lincoln circled back to a topic from the October annual retreat regarding Future Acquisitions and how they are determined. He said he looks for opportunities to add to existing conservation areas, and in the past, the Land Bank chose specific areas in conjunction with the Habitat Conservation Plan.</p> <p>Brian Wiese suggested having focused meetings on each island for public input.</p> <p>Marlis Sandwith asked how much can the Land Bank responsibly spend on an annual basis. What is the budget process?</p>	
<p><b><u>Break</u></b> 9:55 am – 10:13 am</p>		
<p><b><u>Director's Report</u></b> 10:05 am</p>	<p><b>Projections Sheets</b> - Lincoln pointed out a change in the projected cost of the Lawson LLC property from the original budgeted cost of \$450k to \$565k. After meeting with Tom Lawson, Lincoln and Tom agreed on a larger parcel. The price</p>	

Topic	Key Discussion Points & Agreements	Actions and Next Steps
<p>Acquisitions</p> <p>San Juan Island</p>	<p>per acre remains the same. Lincoln also noted that the Richie CE is being pushed into 2018.</p> <p><b>Zylstra Lake</b> – Lincoln hopes to close on the property today! Lincoln was able to use the University of Washington’s False Bay property to match funds from the federal Coastal Wetlands Grant, along with Land Bank Conservation Area Fund (CAF) monies to pay off the loan in December 2017, saving one year’s worth of interest. Once the capital budget passes, the Land Bank CAF monies will be reimbursed via grant funding. The San Juan Preservation Trust will hold a conservation easement to the property. Marlis Sandwith asked about back taxes. Lincoln stated there are no back taxes due.</p> <p><b>Mount Grant Preserve: Phases 2 and 3</b> – Background: These two properties adjoin Mount Grant Preserve, a 30-acre area north of the Preserve (R. Lawson LLC) and three 10-acre parcels to the west (V. Lawson) Adding these properties to the preserve will help with forest management via access to the road loop and lower area, and help in securing entry points along the road to close off ATV use. Lincoln noted that since the entrance is on the neighbor’s property, with the additional acreage the Land Bank can add a second gate that will create the flexibility to expand parking and protect that area from timber harvest. It also allows for a direct route from Cady Mountain to Mount Grant and will make access to the donated trail easement from the Town of Friday Harbor easier.</p>	
<p>Acquisitions</p>	<p><b>Lester Property</b> - Background: This 160-acre property is adjacent to Cady Mountain Preserve and contains high quality wetland and upland ecological</p>	



Topic	Key Discussion Points & Agreements	Actions and Next Steps
Lopez Island	acquisition agent; San Juan County Parks will own and manage it. The County will use capital funds for the purchase.	
<b><u>Stewardship Report</u></b> 10:41 am	<b>Unmanned Aerial Systems (UAS) Policy</b> – Lincoln presented updated the DRAFT. Doug Strandberg suggested changing insurance language from “in excess” to “at least” \$1M.	Doug Strandberg moved to accept the UAS policy as corrected. The motion was seconded by Marlis Sandwith. There was no further discussion. Motion passed unanimously.
<b><u>Executive Session</u></b> 10:45 am – 11:09		
<b><u>Meeting Adjourned</u></b> 11:11 am	Chair Brian Wiese adjourned the meeting.	
<b>NEXT MEETING</b>	The next LBC meeting will take place on January 19, 2017, in the Craft Room at the Mullis Community Senior Center on San Juan Island.	