



MEETING MINUTES

Conservation Land Bank Commission Meeting August 15, 2025 Hybrid Meeting San Juan Island Grange

Commission Members in Attendance:

Marilyn O'Connor, District 1, position 1
Ann Marie Shanks, District 2, position 2
Peggy Bill, District 3, position 3
Brian Wiese, at large, position 4

Mike Pickett, at large, position 5
Amy Trainer, at large, position 6
Tim Clark, at large, position 7

Commission Members Absent: none

Land Bank Staff in Attendance: Lincoln Bormann, Peter Guillozet, Eliza Habegger, Erin Halcomb, Doug McCutchen, Aaron Rock, Amanda Wedow

Land Bank Staff Absent: Shauna Barrows, Charlie Behnke, Tyler Goodman, Margo Thorp, Jacob Wagner, Tanja Williamson

County Council Liaison: Absent

Public in Attendance: 4 individuals over the course of the meeting.

| Topic | Key Discussion Points & Agreements |
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| Call to Order 8:45 am Time Stamp | Chair, Brian Wiese, called the meeting to order. |
| Public Comment 8:45 am | None |
| Adoption of Minutes 8:46 am Time Stamp (1:01) | The draft July 18, 2025, minutes were reviewed. There were corrections. Minutes were approved. |

| Topic | Key Discussion Points & Agreements |
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| Partner Update – San Juan Preservation Trust (SJPT) 8:47 am (2:20) | SJPT Conservation Director, Vickie Edwards reported the following: <ul style="list-style-type: none"> • Angela, Vickie and Lincoln gave a presentation to the County Council regarding the partnership between SJPT and the Land Bank. • SJPT kicked off their Mount Ben West Campaign with a \$750k matching donation. SJPT will be the fee title owner and grantor of a Conservation Easement (CE) to the Land Bank on this project. |
| Chair and Commissioner’s Report 9:00 am (15:10) | <p>Tim attended the August 4 County Council meeting and the August 13 Northern Pike meeting put on by WA Department of Fish and Wildlife. He found both very informative. Tim also attended the Climate Change Committee meeting. They’re still working on amendments to the land use plan and phasing into the regulations writing portion. Tim visited Cady Mountain and Beaverton Marsh Preserves. He also attended an impromptu brainstorming meeting about the National Monument that adjoins several Land Bank properties.</p> <p>Marilyn visited various Orcas and Lopez Island Preserves and attended the finance sub-committee.</p> <p>Peggy attended interviews and discussion with four potential contractors for the Beaverton Marsh project. She also had a couple conversations about potential projects on Lopez and staffing.</p> <p>Amy attended the communications sub-committee.</p> <p>Anne Marie spoke with Lincoln regarding using a small portion of the Deer Harbor preserve to park a car for commuter use for Waldron residents. They both decided it’s not a good location.</p> <p>Brian noted that both he and Mike’s terms are up at the end of the year and neither will be returning. That leaves two open “at large” commissioner positions. Brian suggested encouraging potential candidates to attend a few meetings ahead of applying. There was discussion.</p> |
| Approval of Financial and Accounting Guidelines 8:53 am (32:34) | ACTION: Anne Marie Shanks moved to approve the financial and accounting guidelines. Marilyn O’Connor seconded. The financial and accounting guidelines were approved. |
| Discussion on the Best Format for Presenting Financial Information to the Public 9:19 am | Aaron Rock presented a draft Combined Financial Statement refresh for quarterly reports. The draft aims to simplify and focus on combined cash balances, revenues and expenditures for the two funds. There were comments and suggestions on language changes for line items and adding property value to assets. The financial subcommittee will review and provide the commission with a new report for the 3 rd quarter update. |

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| (34:26) | |
| <p>Director's Report 9:54 am (1:09:12)</p> <p>Orcas Island Cherry Property Dolphin Bay Road</p> <p>Taylor Property Along Cascade Creek</p> <p>San Juan Island Mount Ben West CE</p> <p>Staffing and Organizational Structure</p> | <p>Background: 24-acre property on Eastsound with extensive waterfront including 250' pocket beach. Agreed on a purchase price of \$3.35M. Land Bank received a \$1.1M Salmon Recovery grant. \$500K in private pledges have also been secured. It would also be possible to apply for different state funding after closing. The seller is also donating a conservation easement on another 30-acre property which would extinguish 5 of the 6 possible development units. Current: Acquisition is proceeding and is included in the County Council's budget. They'll be making their final decision at their final hearing on Tuesday, August 19, and the following day they will consider accepting the deed for the property. Lincoln doesn't anticipate any problems. Lincoln is working on a good neighbor agreement with the neighbor to create more privacy for them.</p> <p>Background: SJPT has been working to secure a salmon recovery grant to acquire portions of the parcels owned by Sandy Taylor along Cascade Creek, adjacent to the Land Bank's Coho Preserve. Once funding is secured, SJPT hopes the Land Bank will take on the acquisition. This will be a fee purchase to add approximately 6 acres to the Preserve. Current: Still moving forward and trying to work through some details; funding does seem to be in place and is the #1 project for our water resource area. Lincoln anticipates all of the costs to be covered by the grant and there is no match requirement.</p> <p>Lincoln noted the Land Bank will hold a Forever Wild CE on the property being purchased by SJPT, including provisions for a connecting trail.</p> <p>Background: Staff has been going through a series of discussions regarding how the Land Bank is set up and how to make it more efficient. Staff has been engaging in facilitated conversations with a management consultant who is donating his time as a public service. Current: Staff has continued with the series of conversations with our consultant. Staff divided into teams to talk through aspects of the organization and concerns. Rounding the bend to come up with solutions and now in the process of refining those ideas and focus on an action plan.</p> |
| <p>Break 10:17 am – 10:30 am (1:31:48)</p> | |
| <p>Stewardship Report 10:30 am (1:32:00)</p> <p>San Juan Island Beaverton Connector Trail</p> | <p>Doug reported the project was approved by WSDOT. Four people came on the site tour and the same four that submitted RFQ's. The engineering firm Exeltech was chosen for the project design. They are currently working on a proposal and next steps will be submitting the contract to WSDOT for approval. Doug said it's looking like mid-September for notice to proceed and hitting the ground running. Doug noted approximately 36 people attended the public scoping meeting for Beaverton Marsh. Doug is also working on getting approval from County HR for a project manager position. He met with a local person recently that is a great fit and who has engineering experience and has worked within San Juan County government. There was discussion.</p> |

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| Grant funding | Erin has been the lead on Watmough and Cherry property grants. This week Erin has been busy with Crescent Beach Preserve forest work. |
| Lopez Island | Amanda reported almost at the end of noxious weed work and had several days with the Youth Conservation Corps on various projects. The Institute of Applied Ecology did a three-year study at The Spit on different treatments on removing Italian arum and just wrapped up in April. Amanda noted they'll be sharing their analysis in the near future. There was discussion regarding recent vandalism at a few Lopez Preserves. |
| Orcas Island | Peter is getting ready to launch the Judd Cove Preserve shoreline restoration project the first week of September and the last week of September the Turtleback Mountain Preserve south parking lot will close for an upgrade. There was discussion. |
| Future Agenda Items 10:49 am (1:50:45) | Tribal Relations Budget Guidelines Joint meeting between Land Bank and SJPT staff Update from Overmarsh Farm Commons Consistent stewardship infrastructure standards (e.g. Porta Potties/Restrooms) |
| 2nd Public Comment 11:00 am (1:58:26) | Judy Cumming was disappointed she didn't receive the monthly meeting invite and the link in the agenda had the wrong start time. |
| Meeting Adjourned 11:02 am (2:00:30) | Chair, Brian Wiese, adjourned the meeting. |
| NEXT MEETING | The next LBC meeting is scheduled to take place September 19, 2025, at the San Juan Island Grange located at 152 First Street, Friday Harbor, WA. |