



MEETING MINUTES

Conservation Land Bank Commission Meeting July 18, 2025 Hybrid Meeting San Juan Island Grange

Commission Members in Attendance:

Marilyn O'Connor, District 1, position 1	Mike Pickett, at large, position 5
Peggy Bill, District 3, position 3	Amy Trainer, at large, position 6
Brian Wiese, at large, position 4	Tim Clark, at large, position 7

Commission Members Absent: Ann Marie Shanks, District 2, position 2

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

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

County Council Liaison: Absent

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

Topic	Key Discussion Points & Agreements
Call to Order 8:45 am Time Stamp (0:05)	Chair, Brian Wiese, called the meeting to order.
Public Comment 8:45 am (0:31)	None
Adoption of Minutes 8:45 am (:50)	The draft June 20, 2025, minutes were reviewed. There were corrections. Minutes were approved.

Topic	Key Discussion Points & Agreements
Partner Update – San Juan Preservation Trust (SJPT) 8:53 am (2:07)	SJPT Conservation Director, Vickie Edwards reported the following: <ul style="list-style-type: none"> • SJPT Summer Social scheduled for July 19 at their Ellis Preserve on Shaw Island. • Fulfilled Recreation Conservation Office (RCO) grant agreement requirements for North Shore Preserve and wrapping up report. • County Council presentation scheduled for August 4 regarding SJPT and Land Bank partnership.
Chair and Commissioner’s Report 8:50 am (6:12)	<p>Tim looked at a potential property on Lopez Island but didn’t believe it has significant enough conservation value to proceed with an acquisition.</p> <p>Peggy had several conversations regarding potential Land Bank conservation projects and staffing and attended the SJPT/Land Bank quarterly meeting.</p> <p>Marilyn also attended the SJPT/Land Bank quarterly meeting; met with the financial sub-committee; attended a Friends of the San Juans event on Stuart Island; visited multiple Land Bank preserves.</p> <p>Amy attended a couple sub-committee meetings.</p>
Approval of Financial and Accounting Guidelines Document 8:53 am (9:05)	<p>Aaron added a budget process flowchart to the guidelines document appendix and asked for feedback regarding the guidelines document itself and the process. There was discussion.</p> <p>Although there were no questions on the Guidelines, there were broader questions about making financial reporting as transparent and straightforward as possible for the public.</p>
	<p>ACTION: Chair Brian Wiese declined to have the Commission vote on formally approving the document to give staff and the finance committee time to look further into ways to present financial information as clearly as possible to the public.</p>
Quarterly Financial Report 9:25 am (40:38)	<p>CONSERVATION AREA FUND FINANCIAL STATEMENT</p> <p>Total Current Assets decreased by \$859,177 in the 2nd quarter of the year, bringing the total to \$5.6M. General Obligation Bonds Payable or long-term liabilities stood at \$3.275M which does not include the Interfund loan from Stewardship to help cover the acquisition costs for the Orcas North Shore Preserve.</p> <p>1% Real Estate Excise Tax (REET) stood at \$1,022,758 in the 2nd quarter and \$1,590,598 for the year and 45.45% of the 2025 budget. Local Government Investment Pool (LGIP) interest earnings totaled \$105,916 YTD. Donations included the \$20,000 restricted donation from the LBRC (Land Bank Renewal Committee). A 2nd quarter transfer to stewardship site enhancement \$684,628 was made in June. Acquisition Costs included the final \$200,000 payment for the Hauschka Cady Mountain note. The Interfund Loan Payment of \$1,055,680 was the last loan payment to Stewardship for the North Shore purchase. The ratio of administration</p>

<p>Quarterly Financial Report continued</p>	<p>expenditures to total revenue equaled 7.15%.</p> <p>STEWARDSHIP & MANAGEMENT FUND FINANCIAL STATEMENT Cash in the Stewardship & Management Fund increased by \$1,115,970 over the 1st quarter 2025. The LGIP (Stewardship endowment fund) increased by \$288,000 and stands at \$7.5M for the 2nd quarter. Total Assets at \$9.4M.</p> <p>REVENUE & EXPENDITURES Interest Revenue included LGIP and interfund loan revenue for the quarter at \$137,741. Interfund Loan from CAF \$1M final payment. The 2nd quarter Site Enhancement Transfer was received in June in the amount of \$684,628.</p> <p>Stewardship Total Expenditures for the quarter totaling \$440,156 at 31.53% of budget.</p>
<p>Director's Report 9:56 am (1:11:50) Acquisitions/Sales Blakely Island DNR School Trust Land</p> <p>Orcas Island Cherry Property Dolphin Bay Road</p> <p>Taylor Property Along Cascade Creek</p> <p>Crescent Beach Preserve Boundary Line Modification</p>	<p>Background: The property is a 225-acre school trust is being conveyed to the county via the Trust Land Transfer program funded by the legislature. This is the last school trust land in the County, with 2,410 of the original 2,450 total acres conserved. Current: Council approved accepting the deed and on the verge of finishing the acquisition.</p> <p>Background: 24-acre property on Eastsound with extensive waterfront including 300' pocket beach. Agreed on a purchase price of \$3.35M. Land Bank applied for two grants: Salmon Recovery for \$1.1M and Aquatic Lands Enhancement (ALEA) for \$1M. The Land Bank was awarded salmon recovery grant but not the ALEA one. That leaves Land Bank responsible for approximately \$2.25M for the purchase. There may be opportunities for seller-financing, private donations and to reapply to the state grant funds in 2026 following 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 on a tight deadline with closing anticipated by August 25. The County Council will hold their final hearing for the amended budget on August 19, which will include the Cherry property.</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: Moving forward. Do not have a purchase and sale agreement in place but do anticipate it will be 100% covered by the salmon recovery grant. Lincoln doesn't expect it to close until March 2026. Lincoln doesn't anticipate spending much on the project as it's a riparian project and there is no match requirement for the grant.</p> <p>Background: In 2017, the Land Bank agreed to provide a corner of the Crescent Beach Preserve adjacent to Buck Park as a dog off leash area, Orcas Island Parks and Recreation District (OIPRD) offered to manage the area, and the non-profit OOLA raised funds. Current: OIPRD would like to exchange their property south of Buck Park for the off-leash area leased on Crescent Beach Preserve. Lincoln discussed steps</p>

<p>Mottl Utility Easement</p> <p>San Juan Island Frazer Homestead Preserve Resale to National Park Service</p> <p>Staffing and Organizational Structure</p>	<p>with the Prosecuting Attorney’s (PA’s) office and Land Bank will have to go through the same process as selling a property. This means the process will take longer than originally expected and Lincoln hopes to conclude the project by end of 2025.</p> <p>Background: Lincoln has been working with John Mottl, his attorney, and Jon Cain from the PA’s office to sell a well easement on the property the Mottl’s donated to the Land Bank with a life estate. Mr. Mottl needs water from the well on the life estate property for his parcel across the road. An appraisal is underway. Current: Lincoln received the appraisal and the value of the conveyance is \$2,600.00.</p> <p>Background: The Land Bank is selling the southern two lots of the Frazer Homestead Preserve to the National Park Service. The property is believed to contain the Lyman Cutler homestead. Current: Lincoln is currently working on satisfying a requirement imposed by Federal Government to have the County and Governor’s office state they have no objections to the sale. Lincoln is waiting for the statement from the Governor and he anticipates closing on the resale at the end of July.</p> <p>Background: Staff survey was completed and a discussion of the results took place at on July 10. Current: Staff has been going through a series of discussion 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. Lincoln will report back at the August 15 meeting.</p>
<p>Break 10:14 am – 10:30 am (1:18:11)</p>	
<p>Stewardship Report 10:33 am (1:30:12)</p> <p>Orcas Island</p> <p>San Juan Island Beaverton Connector Trail</p> <p>Salish Seeds Project</p>	<p>Peter reminded everyone that on July 28 the Crescent Beach Forest Health Project kicks off and it will involve closing the preserve for approximately 6 weeks.</p> <p>Coffelt Preserve septic project is out for bid now and the estimate has grown due to new information.</p> <p>Project has been approved by state and federal agencies and opens up the funding and ability to charge for time and currently in the middle of soliciting firms to take on the design process. The selection committee is in place and four firms attended the site tour. There was discussion. Lincoln highlighted the need to update the Stewardship and Management Plan (SMP) for the Preserve and there is a public scoping meeting scheduled for July 31 at the Mullis Community Senior Center.</p> <p>Brian raised a question regarding restrooms at Cady Mountain Preserve and asked to have a future discussion regarding the restrooms and other infrastructure.</p> <p>Eliza reported growing plants and harvesting seed and on track with production goals for the year and starting to get ready for the annual Fall Native Wildflower Sale. Another item going well is contracting with other seed growers, increasing access to seed for restoration and for the community. She was contacted by the Organic Seed Alliance for a tour of the nursery in early August.</p>

Stewardship Report continued	Erin has been helping support the RCO process for reimbursement for Watmough project and the waiver for the Dolphin Bay Road project. The Terrestrial Managers Group chose to meet this summer with a special emphasis on budgets to discuss shortfalls and priorities. She is also working with Peter on the Crescent Beach Preserve Forest Health Project and they hosted a public tour earlier in July.
Outreach/ Communications Report 10:57 am (1:54:01)	Tanja reiterated the upcoming public scoping meeting on July 31 and working on the County Fair booth, which takes place August 14 – 19. She will send out a sign-up sheet for hosting the booth. Tanja will host a walk for seniors on San Juan Island the fourth Monday of the month and the website update went live. Brian noted a search option was missing from the website. Tanja will follow up.
Future Agenda Items 11:00 am (1:56:52)	Tribal Relations Budget Guidelines Joint meeting between Land Bank and SJPT staff Porta Potties/Restrooms
2nd Public Comment 11:06 am (2:00:02)	Shauna Franklin wanted to observe a Land Bank Commission meeting and is considering applying for a future Commission seat.
Meeting Adjourned 11:08 am (2:03:46)	Chair, Brian Wiese, adjourned the meeting.
NEXT MEETING	The next LBC meeting is scheduled to take place August 22, 2025, at the San Juan Island Grange located at 152 First Street, Friday Harbor, WA.