



MEETING MINUTES

Conservation Land Bank Commission Meeting January 20, 2023 Virtual Microsoft Teams Meeting

Commission Members in Attendance:

Vacant, District 1, position 1
 Sandi Friel, District 2, position 2
 Vacant, District 3, position 3
 Brian Wiese, at large, position 4

Mike Pickett, at large, position 5
 Vacant, at large, position 6
 Christa Campbell, at large, position 7

Commission Members Absent: None

Land Bank Staff in Attendance: Shauna Barrows, Charlie, Behnke, Lincoln Bormann, Peter Guillozet, Eliza Habegger, Erin Halcomb, Andrew Jansen, Doug McCutchen, Aaron Rock, Jacob Wagner, Amanda Wedow, Tanja Williamson

Land Bank Staff Absent: None

County Council Liaison: Christine Minney

County Administrator: Absent

Public in Attendance: 11 individuals over the course of the meeting.

Topic	Key Discussion Points & Agreements
Call to Order 8:32 am	Chair, Christa Campbell, called the meeting to order.
Public Comment 8:33 am	Judy Cumming attended the November guided walk around the Beaverton Marsh Preserve loop and commented that Shauna Barrows did a fantastic job as the interpretive guide. Judy also shared that she walked the same loop after recent winter storms and noticed disturbance and disrepair along the trail; she suggested closing the trail to dogs and horses over the winter months. Kathy Morris commented financial documents were difficult to read and asked if they could be formatted differently and/or make the text larger and easier to read.

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Adoption of Minutes 8:36 am	The draft November 18, 2022, minutes were reviewed. There were a corrections. Minutes were approved.
Chair and Commissioner's Report 8:39 am	<p>Sandi Friel had a phone call with Dave Zeretzke, from the San Juan Island Trails Committee, regarding an upcoming presentation proposal for trail signage.</p> <p>Christa suggested scheduling one extended meeting per quarter to allow time for deep dives into chosen topics and would like to start in March.</p> <p>There was discussion regarding Land Bank Commission candidates' appointment process and interview scheduling. Aaron Rock is putting together a virtual binder for Commissioners.</p> <p>Christa highlighted information and rules regarding the Open Public Meetings Act is available online now.</p>
Partner Update – San Juan Preservation Trust (SJPT) 8:46 am	<p>Vicki Edwards reported SJPT is excited to finalize the Lopez Hill Addition Conservation Easement (CE) next month, and Stewardship Manager, Kathleen Lewis, will work with Peter Guillozet on the North Shore Property CE. Vicki noted a challenge with the \$2.1M Puget Sound Acquisition and Restoration (PSAR) grant request. The Governor's budget doesn't include enough funding for the North Shore CE request. SJPT and conservation advocates are asking government officials to increase the budget allocation from \$50M to \$55M, which would be enough to include funding the North Shore CE. If that doesn't happen, SJPT will begin fundraising with private donors.</p> <p>Lastly, the Cady Mountain/Buck property CE cooperative agreement between SJPT and the Land Bank expires in 2023. SJPT will privately fundraiser for that CE and look forward to working on CE terms in March.</p>
Council Liaison 9:06 am	<p>Christine Minney noted this is a quiet time of year for the Council. At their first business meeting on January 10, 2023, Council set three public hearings for the Land Bank, as well as priorities for the year. Christine noted after today's Commission meeting, she will visit Zylstra Lake Preserve to meet with Representative Larsen to discuss the Town to Zylstra Lake Multi-Modal Trail. She is excited to learn more about the process.</p>
Financial Report 9:12 am	<p>The budget figures in these reports reflect the 3rd amended 2022 Budget, approved by the SJC Council on 11/29/2022.</p> <p style="text-align: center;"><u>CONSERVATION AREA FUND FINANCIAL STATEMENT</u></p> <p>Total Current Assets decreased by \$77,446 in the 4th quarter of the year, bringing the total to just under \$5.1M. LGIP interest rate, has increased to 4.1223%, compared to 0.0966% at the end of December 2021. General Obligation Bonds Payable now at \$4.34M after the scheduled second payment for 2022. Real Property will continue being reconciled to include 2022 transactions as part of the long-term debt reclassification on the general ledger.</p>

<p>Financial Report continued</p>	<p>1% REET at \$5,047,034 and 126.18% of the 2022 budget. With a higher LGIP interest rate throughout 2022 Investment earning ended at \$61K over 2021 at \$4K. Conservation Buyers Program budgeted \$356,250 for the Lopez Hill trail easement, was not completed by the end of the calendar year. 4th Quarter Transfer to Stewardship Site Enhancement (\$75,000) was made in December to meet the projected actual expenditures for the year. The \$500,000 YE Endowment Transfer was also made in December. Acquisition Cost at \$7.8M was 78.53% of the Budget with a few projects not happening in the calendar year. Administration Expenditures are 3.6 % of Total Revenue for the year.</p> <p><u>STEWARDSHIP & MANAGEMENT FUND FINANCIAL STATEMENT</u></p> <p>Cash in the Stewardship & Management Fund decreased by \$10,923 over the 3rd quarter 2022. Total Current Assets at \$4.28M. Sale of Plant Material at \$32,997 for the year reflect materials for the Landscape Scale Restoration Grant (LSR) and 2 plant sales. LGIP for the year at \$32,612 acknowledging the rise in interest rates throughout 2022. The 3rd quarter Site Enhancement Transfer and Endowment Transfers from the Conservation Area Fund were made in December. Property Management and Maintenance totaling \$447,857 at 70.24% of budget. Site Enhancement totaling \$167,882 at 35.49% of the budget.</p>
<p>Director's Report 9:33 am</p> <p>Egg Lake Bequest</p> <p>Strategic Plan Draft Outline</p>	<p>There was a question regarding the status of the Entrance Mountain CE. Lincoln noted other projects redirected his attention; he will revisit this project later this year and bring it back to the Commission.</p> <p>Thane and Linda Pratt own approximately 46 acres near Egg Lake on San Juan Island, including part of lake. They have included the Land Bank in their will. Lincoln hopes they will be able to make a presentation to the Commission at a future meeting.</p> <p>Lincoln presented the draft outline for a strategic plan. There was discussion. Topics included: engaging outside consultants; getting statistically valid results; accessing "outside data."</p> <p><u>Action Item:</u> Lincoln will send the draft strategic plan as a word document so commissioners can annotate and share.</p> <p>Lincoln proposed forming a working sub-group to determine what consultants would do.</p> <p><u>Action Item:</u> Brian, Mike, Christa, and Lincoln will make up the sub-group. They will meet late February to revisit retreat examples and determine next steps.</p>
<p>Break 10:12 – 10:17 am</p>	
<p>Stewardship Report 10:17 am Orcas Island</p>	<p>Peter announced Andrew just completed six months in his role as Land Bank field assistant and is a great fit for the organization. Peter is reassessing budgeting for North Shore Property with the news regarding SJPT's funding challenge. He noted</p>

