

BOARD OF AGRICULTURE & CONSERVATION AGENDA

1801 S Margaret Dr. Ste 12, Palmer, AK 99645

Tuesday, August 20, 2024, 9:00AM

Zoom Meeting: <https://zoom.us/j/95275085568?pwd=8b0jwKX3H1Xt4tKjL7hxHEfSnI2c6u.1>

Meeting ID: 952 7508 5568

Passcode: 12211#

A. CALL TO ORDER:

- a. Approval of June 18, 2024- meeting minutes-Appendix 1
- b. Staff in attendance
 - i. Bryan Scoresby, Division of Agriculture Director
 - ii. Christy Kolvoord, Natural Resource Specialist III (ARLF Loan Officer)
 - iii. Kevin Higgins, Attorney V, Dept of Law
 - iv. Ed Cook, Administrative Assistant II
 - v. Cynthia Morales, Accountant IV, DNR
 - vi. George Deaton, Accountant III, DNR
- c. Public in attendance
 - i. Bruce and Vicki Bush-2024 Farm Family of the year!

B. PLEDGE OF ALLEGIANCE

C. CONFLICT OF INTEREST DISCLOSURES

D. REPORTS/CORESPONDENCE

- a. Director Scoresby Division Update
- b. Farm Family of the Year presentation
- c. ARLF Financials – Financial Services-Appendix 2-3
- d. ARLF Loan Officer
 - i. June and July Metrics-Appendix 4-5
 - ii. FY2024 Report-Appendix 6
 - iii. Delta Outreach report
- e. Public Comments/Session – Open forum (three minutes per person)

E. NEW/OLD BUSINESS

- a. Board Chair and Vice Chair discussion and election.
- b. Board goals and mission review-Appendix 7

F. EXECUTIVE SESSION-CONFIDENTIAL

- i. Current Loans and Delinquencies-Appendix 8-9-Confidential
- ii. Farm Visits Report-Appendix 10-Confidential
- iii. ARLF Applications-Confidential

G. PUBLIC SESSION VOTE ON LOAN APPLICATIONS

- a. Far North Fungi

b. Lyndaker

c. Rammell

H. BOARDMEMBER COMMENTS

I. MEETING DATES

2024 Meeting Dates:

January	23rd — In Person
February	6th — Working Session
February	13 th
March	19 th
April	16 th
May	29 st
June	18 th
July	As needed
August	20 th – In Person
September	As needed
October	15 th
November	19 th
December	As needed

J. ADJOURNMENT

DIVISION OF AGRICULTURE
BOARD OF AGRICULTURE & CONSERVATION

ESTABLISHMENT OF QUORUM AND ROLL CALL:

The regular meeting of the Board of Agriculture & Conservation (BAC) was held on June 18, 2024, in person & via Zoom/teleconference. Chair Jeff Vance called the meeting to order at 9:02AM.

A. ROLL CALL/ APPROVAL OF AGENDA & MINUTES OF PRECEDING MEETING

Rollcall Vote:

- i. MOTION: Moved to approve the agenda and minutes of preceding meeting.
Vance – Yes, Anderson – Yes, Bates –Yes, Bergy- Yes, Boring – Yes, Davies – Yes, Jenski-Yes

VOTE: 7 yes, 0 no, and 0 absent during Roll Call vote.

Board members present and establishing a quorum were:

- Jeffrey (Jeff) Vance, Chair (Zoom)
- John Anderson, Vice Chair (Zoom)
- Matt Bates, Board Member (Zoom)
- Tom Bergy (In Person)
- James (Jamie) Boring, Board Member (Zoom)
- Stuart (Stu) Davies, Board Member (Zoom)
- Adam Jenski, Board Member (In Person)

Staff in Attendance:

- Bryan Scoresby, Director
- Christy Kolvoord, Natural Resource Specialist III (ARLF Loan Officer, In person)
- Ed Cook, Administrative Assistant II (In Person)
- Cynthia Morales, Accountant 4, DNR (Zoom)
- George Deaton, Accountant 3, DNR (Zoom)

Public in Attendance: NONE

B. PLEDGE OF ALLEGIANCE

C. CONFLICT OF INTEREST DISCLOSURES-NONE

D. REPORTS/CORRESPONDENCE

- i. Bryan Scoresby Division Update:
 - i. ARLF quorum is now 4 changed from 5.
 - ii. Dean Robinson started as the new Admin Officer
 - iii. Processing interviews for the Publication Specialist position.
 - iv. Plant Materials Center is accepting bids for the barn build.

ii. ARLF FINANCIALS

Any questions?

1. Chair Jeff Vance: How many loans have not closed yet?
 - Christy Kolvoord-3 loans are still being closed.
2. The ARLF loan balance is about 12 million?
 - Christy Kolvoord-Yes, about 12 million.

iii. Public Comment Session: None

E. NEW/OLD BUSINESS

- i. Good borrower Credit requirements updated to 3 years of consecutive good standing.
Motion: Amend the requirements from never having missed a payment to three consecutive years of good standing.
 1. Stu Davies
 2. Adam Jenki
- ii. Roll call vote: Vance – Yes, Anderson – Yes, Bates –Yes, Bergy- Yes, Boring – Yes, Davies – Yes, Jenki-Yes
- iii. VOTE: 7 yes, 0 no, and 0 absent during Roll Call vote.
- iv. Motion Approved.

F. EXECUTIVE SESSION

MOTION: Moved to go to executive session to discuss confidential loan information and delinquencies.

- i. 1st – Stu Davies
- ii. 2nd –Tom Bergy
Roll call- Vance – Yes, Anderson – Yes, Bates –Yes, Bergy- Yes, Boring – Yes, Davies – Yes, Jenki-Yes
VOTE: 7 Yes, 0 No, 0 Absent, 0 Recused
Motion APPROVED

G. PUBLIC SESSION ON LOAN APPLICATIONS

- i. Mugrage Resubmission
 - a. MOTION: Hold vote on applications until more information can be gathered.
 - b. 1st – Tom Bergy
 - c. 2nd – Jamie Boring
Roll call- Vance – Yes, Anderson – Yes, Bates –Yes, Bergy- Yes, Boring – Yes, Davies – Yes, Jenki-Yes
VOTE: 7 Yes, 0 No, 0 Absent, 0 Recused
Motion APPROVED
- ii. Sprau and Trochim Application
 - a. MOTION: Approve application with the financial statement is completed and signed, the board only accepts the property as collateral, require agriculture production on the land for the life of the loan.
 - b. 1st – Adam Jenki

c. 2nd – Stu Davies

Roll call- Vance – Yes, Anderson – No, Bates –Yes, Bergy- Yes, Boring – Yes,
Davies – Yes, Jensi-Yes

VOTE: 6 Yes, 1 No, 0 Absent, 0 Recused

Motion APPROVED

H. BOARDMEMBER COMMENTS

i. Tom Bergy: I would like the board to consider requesting ag covenants being placed on purchased land using ARLF funds or require a schedule F to prove agricultural production.

ii. We will discuss the possibility of this with the Division lawyer, Kevin Higgins.

I. NEXT MEETING: August 20, 2024 -in person.

J. ADJOURNMENT

Motion to adjourn.

1st- Stu Davies

2nd-Matt Bates

All in favor say “Ay”. The ayes have it.

Adjourned 11:59AM

Appendix 4

June ARLF Loan Officer Metrics

A. BAC

1. Monthly Meeting: June 18

B. Applications

1. 2 loan applications presented to BAC: Total of requested loans \$800,000
 - a. One approved, one denied.
2. 4 Applications in Process

C. ARLF portfolio

1. ARLF Financials - researched delinquent accounts collateral.
2. Continued update on portfolio with received financials from borrowers.
3. Monthly audit of expired insurance and UCC filings of collateral.

D. Housing Right/Subdividing land

1. Processed lien for housing right.
2. Met with surveying clarifying second application.

E. Attended/Meetings/Training:

1. Presented Ag Lending webinar for Alaska Food Policy
2. Financial program meeting to update tracking system

F. Farm Visits

1. June 4-6- [REDACTED]-learned a lot about the Mariculture process

G. Loan Officer Moxie:

1. Closed on 9 loans from May meeting-totaling \$3,070,000
2. Closed on 1 more loan June 18 for \$300,000.
3. Sent updated documents for the ARLF and BAC website.
4. Continued to complete Admin tasks until new admin is fully trained.
5. Designed DNR Banner
6. Increased the efficiency of the loan review process-updated all templates
7. Continued update of ARLF Manual, adding travel information and housing right processes.
8. FY 2024 ended with 38 loan reviews, 23 approved for a total of \$6,098,000.

Appendix 5

July 2024

A. BAC

1. Monthly Meeting: NONE

a. Planning August meeting

- i. Preparing for Farm Family of the year presentation.
- ii. Working with Financial Services for in person presentation.
- iii. Prepared the BAC mission review and goals.
- iv. Scheduling lunch and other needed amenities.

B. Applications

1. Presented to BAC-NONE-no meeting

2. 4 In process:

- a. [REDACTED]
- b. [REDACTED]
- c. [REDACTED]
- d. [REDACTED]

C. ARLF portfolio

1. ARLF Financials-contacted all delinquent accounts.
2. Continued update on portfolio with received financials from borrowers.
3. Monthly audit of expired insurance and UCC filings of collateral.
4. Created documents and full reconveyance of 3 completed loans.

D. Attended/Meetings/Training:

1. Completed Aspire courses for Hiring Manager Training
2. Meeting with Surveys and Realty to complete Housing Right flow chart.
3. Worked with new Publication Specialist for the ARLF web updates to include ARLF review and success stories.
4. Farm Visit-audit of [REDACTED]

E. Loan Officer Moxie:

1. Moved offices and cabinets to have an ARLF team.
2. Continued to work with Admin to train on ARLF duties.
3. While out of the office for two weeks I was able to close the Pacific Kelp loans on time.
4. Reviewed and interviewed 3 applicants for the loan collection officer position.
5. Updated ARLF manual to include travel information and link documents to manual.
6. Revamped BAC report to include cash flow, debt, and approval rubric.

Appendix 6

FY2024

	2023	July	N/A-No loan officer		
		August	N/A-No loan Officer		
		September	N/A-New loan officer, no loans to present.		
		October	N/A-No applications to present		
		November	N/A- 2 applications denied		
1		December	██████████	Short Term \$30,000.00	
2	2024	January	██████████	Chattel \$100,000.00	
3			██████████	Short Term \$80,000.00	
4		February	N/A-no applications		
5		March	██████████	Chattel \$550,000.00	
6			██████████	Short Term \$260,000.00	
7		April	██████████	Chattel \$100,000.00	
8			██████████	Chattel \$40,000.00	
9			██████████	Chattel \$8,000.00	
10			██████████	Farm Dev \$400,000.00	
11			██████████	Farm Dev \$750,000.00	
12			██████████	Prod Pro \$60,000.00	
13			██████████	Prod Pro \$250,000.00	
14	██████████		Short Term \$100,000.00		
15	May	██████████	Chattel \$200,000.00		
16		██████████	Farm Dev \$750,000.00		
17		██████████	Farm Dev \$750,000.00		
18		██████████	Farm Dev \$700,000.00		
19		██████████	Irrigation \$125,000.00		
20		██████████	Prod Pro \$250,000.00		
21		██████████	Prod Pro \$120,000.00		
22	██████████	Prod Pro \$125,000.00			
23		June	██████████	Short Term \$50,000.00	
				Farm Dev \$300,000.00	
	Total			\$6,098,000.00	