

MINUTES—Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday, May 24, 2017
Fairhaven Branch, Bellingham Public Library
1117 12th St, Bellingham, WA
Fireplace Room 6:00 to 8:00 PM
Mailing Address: PO Box 4283, Bellingham, WA 98227

Our Mission: The mission of the Chuckanut Community Forest Park District is to ensure the entirety of the property is protected in perpetuity in public ownership, with respect for its ecological, recreational, and educational functions and to serve as a fiscal mechanism through which the district, via a tax levy, will repay the City of Bellingham for the Greenways Endowment Fund loan.

Call to order: At 6:01 PM President V. Biciunas called the meeting to order.

Roll Call: John Hymas, Susan Kaun (excused), John Brown (Clerk), Vince Biciunas (President), John McLaughlin (excused).

Introductions: Bob Carmichael, CCFPD legal counsel, board secretary Diane Birsner, and Michael Chiavario COB Parks Advisory Board liaison and CCF park steward.

Motion: J. Brown moved to approve the agenda for today's meeting. J. Hymas seconded. Vote was 3-0 to approve as discussed, including a note to amend the 2017 budget at the June 28 meeting to reflect the increased invoice amount paid for the completion of the Baseline Report. Also the addition of A. Eissinger's invoice to today's consent agenda.

Public Comment: No comments.

Motion: J. Brown moved to approve the April 26, 2017 draft meeting minutes. J. Hymas seconded. Vote was 3-0 to approve.

Report: M. Chiavario reported on the May 2017 COB Parks Advisory Board meeting. No items were discussed that pertained to CCF. Chiavario reported, in Charlotte Waller's (Whatcom Mountain Bike Coalition) absence, on the CCF work party's progress. WMBC has formally submitted a proposal for the trail core project to mitigate the mountain bike damage in the woods and to build a mountain bike recreation area in the lower quarry. Her proposal included building a pump track, which City Parks rejected. Work parties have already occurred in CCF: to plant ferns in the damaged areas; to weed and place chips to close off one of the rogue trails; plus four invasive removal parties. Chiavario stated that more help is needed. Waller has the next several Mondays scheduled for work parties. Birsner suggested to Chiavario that he (or Waller) submit to Birsner a schedule of future work parties to post on our web site. Chiavario mentioned that WMBC work crews had requested power equipment for aiding in blackberry removal. City Parks rejected that idea, citing union regulations and safety concerns. Biciunas and Chiavario reported that they discussed with Leslie Bryson

future park signage, including informational or way-finding, directional, and warning signs. Chiavario reported that Bryson is fine with signage as long as the signs adhere to the Parks' design standards. Bryson cautioned Chiavario that trail signs must not be posted until the CCF board and Parks approve the plans for sign placement and design.

Report: J. Brown and B. Carmichael reported on the progress of the conservation easement amendment. Brown stated he hasn't heard anything since Bryson said she'd get Alan Marriner to draft the amendment language. Carmichael reported that he communicated with Marriner, in which Marriner stated he had not received any information about a conservation easement amendment and didn't know he was supposed to be working on it. Marriner assumed Parks will work out the initial amendment and then forward it to him. Chiavario added that Waller submitted a proposal to Parks today.

Report: V. Biciunas reported that the Baseline Report is complete and signed. Biciunas authorized Birsner to email the baseline report pdf to the Friends of CCFPD email list. Biciunas and Birsner will draft a press release to post on our website. CCF's baseline report copies will be distributed to the report's contributors, appropriate city officials, and to the Central and Fairhaven branch libraries.

Report: D. Birsner reported that the 2016 state audit report has been filed and that the State Auditors Office (SAO) has changed CCFPD's audit filing status.

Motion: J. Brown moved that CCFPD be placed on a two-year audit cycle with the SAO. J. Hymas seconded. Vote was 3-0 to approve. Birsner will notify the SAO of the board's decision.

Report: D. Birsner reported that legal defense costs are as follows:

2015: \$41,108.50

2016: \$40,915.15

2017: \$15,541.50 (as of Apr 30, 2017)

Total costs to date: \$97,565.15

Monthly expenses and cash flow sheets: Submitted by J. Brown and D. Birsner.

Treasurer's Report: As per the Apr 30, 2017, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance was \$188,718.17, ending unencumbered cash balance was \$324,788.31.

Petty Cash: Heritage Bank account balance as of 04/30/2017: \$2,688.66.

Election Filing Report: Commissioners S. Kaun and J. McLaughlin have filed for the November 2017 election, Positions 3 and 1 respectively. J. Brown, Position 5, withdrew his election application, citing Fall work and travel plans.

Next meeting: Wed. June 28, 2017, Fairhaven Library, Fireplace Rm., 6:00 PM.

Motion: J. Hymas moved to approve District Payroll Input Form, wages for Diane Birsner, 19.25 hours in April 2017, total gross of \$481.25. J. Brown seconded. Vote was 3-0 to approve.

Consent Agenda: J. Brown moved to approve the following consent agenda payments. J. Hymas seconded. Vote was 3-0 to approve.

Payment on the April 15, 2017 Invoice #79604 from Carmichael Clark PS for \$1,125.50 for general counsel services.

Payment on the April 15, 2017 Invoice #79605 from Carmichael Clark PS for \$69.50 for legal defense.

Payment on the May 16, 2017 Invoice #1822 from Highwaters Media for \$110.00 for website administration.

Payment on the May 23, 2017 invoice from Common Futures, LLC for \$4,550 for baseline report completion.

Report: B. Carmichael reported no update on the status of *Ferlin et al.* lawsuit.

Motion: The board determined Executive Session was unnecessary.

Old or New Business. J. Brown reported that RD, Responsible Development, offered to help finance CCF's Master Plan with the City. Brown wrote L. Bryson about RD's offer. Her response was that while appreciated, Parks will be unable to accept RD's offer.

Adjourn. Time: 6:45 PM.