

MINUTES—Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday, December 14, 2016
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 6:00 PM President V. Biciunas called the meeting to order.

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

Motion: S. Kaun moved to approve the agenda for today's meeting. J. Hymas seconded. Vote was 5-0 to approve as amended.

Introductions: Simi Jain, legal counsel, Michael Chiavario, and secretary Diane Birsner.

Public Comment: No public comments.

Motion: J. Brown moved to approve the Nov 16, 2016, CCFPD meeting minutes. S. Kaun seconded. Vote was 5-0 to approve as amended.

Report: M. Chiavario and J. Hymas reported on the Park Advisory Board meeting (Dec. 13, 2016). A brainstorming session generated goals and priorities for the parks department in the next year. M. Chiavario is CCFPD's new official liaison representing the Advisory Board. J. Hymas reported that City Council member Michael Lilliquist said that an urban forest plan will be part of the city comp plan.

Report: Simi Jain and V. Biciunas reported on the status of the Baseline Report and recommendations by legal counsel Bob Carmichael.

Motion: J. Hymas moved to accept B. Carmichael's recommendations for substituting the city's wording on pages 86, 88, 89 and 91. J. Brown seconded. Vote was 5-0 to approve.

Motion: J. Brown moved to accept B. Carmichael's recommendation on page 98/99. S. Kaun seconded. Vote was 5-0 to approve.

Motion: S. Kaun moved to take A. Eissinger's and J. McLaughlin's suggestions regarding the wetland delineation to include a history of the delineation of the CC and JJ wetlands, and to recommend an update to the wetland report prior to making improvements to the site. J. Brown seconded. Vote was 5-0 to approve.

Report: V. Biciunas and J. McLaughlin reported on their meeting with Leslie Bryson and Todd Elsworth subsequent to the letter CCFPD presented to Bryson after the Nov. 16 board meeting. Charlotte Waller echoed the board's desire to involve the children in the restoration of and planning for a future bike area. The board appointed J. Brown and J. McLaughlin to work with the city to develop the amendment as stated in the motion below. M. Chiavario asked if he could proceed with spearheading the removal of blackberries in the gravel pit. The board gave him the go-ahead.

Part of the discussion involved these four points:

- 1) That the City's legal counsel prepare the amendment to the conservation easement.
- 2) CCFPD's attorney and the two appointed CCFPD commissioners review the amendment.
- 3) CCFPD will involve young people in creating and carrying out the plan.
- 4) The City will commit to a time certain for the development of CCFPD's master plan.

Motion: J. Brown moved that the board, recognizing that the ecological value of the property is being compromised along with the requirements of the conservation easement, appoint two commissioners (J. Brown and J. McLaughlin) to work with the parks department to develop an amendment to the easement that meets the needs of CCF stakeholders and the requirements of said easement, and will function as an intermediate step toward the CCFPD master plan development. S. Kaun seconded. Vote was 5-0 to approve.

Report: J. Brown reported that the CCFPD post office box will move to its new location at 104 Magnolia St. before December 31, 2016. CCFPD's mailing address will not change.

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

Treasurer's Report: As of Nov. 30, 2016, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance \$312,762.26, ending unencumbered cash balance was \$189,122.49.

Petty Cash: Heritage Bank account balance as of 11/30/2016: \$2,903.76.

Next meeting: Wed. Jan. 25, 2017, Fairhaven Library, Fireplace Rm., 6:00 PM.

Motion: S. Kaun moved to approve District Payroll Input Form, wages for Diane Birsner, 29.0 hours in November 2016, total gross of \$725.00. J. Hymas seconded. Vote was 5-0 to approve.

Consent Agenda: S. Kaun moved to approve following payments. J. Hymas seconded. Vote was 5-0 to approve.

Payment on the November 15, 2016 Invoice #78094 from Carmichael Clark PS for \$1822.50 for general counsel services.

Payment on the November 15, 2016 Invoice #78095 from Carmichael Clark PS for \$133.00 for legal defense.

Payment to Heritage Bank for \$97.04 to replenish Petty Cash account.

Motion: The board agreed not to adjourn to Executive Session at this time.

Old or New Business.

2017 Meeting Dates. Meeting space has been reserved for the 4th Wed. of the month. S. Kaun requested changing 2017's meeting dates from monthly to quarterly. The board agreed to delay this discussion until 2017.

Motion: J. Brown moved to approve D. Birsner's 2016 mileage reimbursement, to be paid from the petty cash fund. S. Kaun seconded. Vote was 5-0 to approve.

J. King, CCFPD's webmaster, emailed the board about changing the website to https and obtain an SSL certificate. The board agreed to let him handle it.

The board delegated J. Brown to create an "in memorium" for the CCFPD website for Joe Yaver, a CCF champion who recently passed.

A citizen suggested that the board include in its future meeting agendas the cumulative cost spent on legal defense in the *Ferlin et al.* case. The board agreed, and added that it be included on the website's homepage as well.

B. Hasenjaeger confirmed that he has stepped down as liaison for the Parks Advisory Board.

Adjourn. Time: 7:37 PM.