

MEETING—Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday, February 24, 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 Vince Biciunas, President, called the meeting to order.

Roll Call: Vince Biciunas (President), John McLaughlin (arrived at 6:16), John Hymas, Susan Kaun (excused), John Brown (Clerk).

Motion: J. Hymas moved to approve the amended agenda for today's meeting. J. Brown seconded. Vote was 3-0 to approve, with 2 absent.

Introductions: Those acknowledged included legal counsel, Bob Carmichael, board secretary Diane Birsner, and Bill Hasenjaeger.

Public Comment: No public comment.

Motion: J. Brown moved to seat the 2016 officers. J. Hymas seconded. Vote was 3-0 to approve, with 2 absent.

Motion: J. Brown moved to approve minutes of Jan. 27, 2016 CCFPD meeting. J. Hymas seconded. Vote was 3-0 to approve, with 2 absent.

Report: John Hymas, liaison to Park Advisory Board, reported on the PAB meeting (Feb. 10, 2016). The PRO (Parks, Recreation and Open Space) plan will be presented to City Council on Mar. 31, 2016. The city is going with a 31,000 projected increase in population within 10 years. The Bay-to-Baker trail was discussed. Leslie Bryson (Parks Director) reported that CCFPD's Master Plan is budgeted for 2018. B. Hasenjaeger reported to our board that Todd Elsworth (Recreation NW) said the planned boardwalk from Fairhaven Park over the wetlands is progressing: permits, wetlands study, etc. B. Hasenjaeger also reported that the gravel pit issue is stalled for now.

Report: J. Brown and D. Birsner reported on the State Auditor's Small Government Accountability Audit. J. Brown was unable to contact Brittany Wallace from the state office, but did ascertain via the website that the board is required to complete training for open public meetings, open records and records retention. D. Birsner reported that the state Attorney General's office offers online training in the form of videos and other resources, and will provide that link to the board. V. Biciunas recommended that each commissioner complete the online training and document it for his/her records.

Report on monthly expenses and cash flow sheets. Submitted by Clerk, John Brown.

Treasurer's Report: As of February 1, 2016, Whatcom County Treasurer's Monthly Report, beginning unencumbered cash balance is \$166,388.94, ending unencumbered cash balance is \$165,419.30.

Petty Cash: Heritage Bank account balance as of 1/31/16: \$2,984.48, not reflecting payment of \$50.00 annual charge from Heritage Bank for safety deposit box, paid out of Petty Cash.

Report: By counsel, status of legal defense in *Ferlin et. al.* B. Carmichael reported the hearing will likely be scheduled for May, 2016.

Next CCFPD meeting: Wed. March 23, 2016, Fairhaven Lib., **Fireplace Rm.**, 6:00 PM.

Motion: J. Brown moved to approve District Payroll Input Form, wages for Diane Birsner, 9.5 hours in January 2016, total gross of \$237.50. J. McLaughlin seconded. Vote was 4-0 to approve, with 1 absent.

Consent Agenda:

Motion: J. Brown moved to approve payment of \$65.52 to Heritage Bank account, to bring the total petty cash funds to approximately \$3,000. J. Hymas seconded. Vote was 4-0 to approve, with 1 absent.

Motion: J. Brown moved to approve payment to Whatcom County Admin. Services on Invoice # 24071, of \$30.00 for payroll fees—cutting of three checks to CCFPD Board Secretary in 2015. J. Hymas seconded. Vote was 4-0 to approve, with 1 absent.

Motion: J. Brown moved to approve payment on January 15, 2016, Invoice #75226 from Carmichael Clark PS for \$105.00, for regular legal counsel services, and Invoice #75227 for \$243.50, for legal defense. J. McLaughlin seconded. Vote was 4-0 to approve, with 1 absent.

Motion: Legal counsel deemed it unnecessary to adjourn to Executive Session.

Old or New Business:

V. Biciunas suggested that the CCFPD board invite, in writing, Whatcom Land Trust to a meeting to discuss transferring the management of the park to WLT upon resolution of the pending lawsuit and completion of the Master Plan, and asked for legal's advice. B. Carmichael stated this is not too early, but it might be best to wait until the City is ready to proceed with the Master Plan, as WLT might want to be involved with that process.

B. Carmichael suggested revising CCFPD's consent agenda process. Most organizations, he said, use the consent agenda as a lump consent, i.e., items in the consent agenda are enumerated, then one vote is taken to approve all items in the consent agenda.

Adjourn. Time: 6:52 PM.