

RECORD OF PROCEEDING OF
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
MEETING MINUTES
Regular Meeting
Thursday, October 24, 2013

Fairhaven Branch, Bellingham Public Library
1117 12th St, Bellingham, WA
In the Fireplace Room
7:00 to 9:00 PM

Official email addresses for the Commissioners, where the public may send comments (subject to public disclosure):

John Hymas	hymas@fidalgo.net
Vince Biciunas	vbici.ccfpd@gmail.com
Cathy McKenzie	cmckenz.ccfpd@gmail.com
Sue Kaun	skaun.ccfpd@gmail.com
John Brown	jbrown.ccfpd@gmail.com

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.

Called To Order The meeting was called to order by President John Hymas at 7 pm.

Commissioners and Citizens were welcomed and thanked for attending, and informed that per Chapter 42.30 RCW (Open Public Meetings Act), all CCFPD board meetings are open to the public.

Roll Call:

Cathy McKenzie
Susan Kaun
John Hymas
John Brown
Vince Biciunas

All Present

Motion was made to approve the Agenda for today's meeting by Cathy McKenzie and seconded by Sue Kaun. Sue Kaun asked to add discussion of reply to citizen letter from Cheri Martin received August 27th. Agenda approved with this addition.

Introductions of meeting attendees: Commissioners, plus, Simi Jain, our Legal Counsel, Parks Board member Bill Hasenjaeger, Christopher Grannis, Bob Dillman and Delaine Clizbe.

Public Comments

Christopher Grannis—reported that Commissioners John Brown and Cathy McKenzie attended the prior evening's South Neighborhood Association meeting and they let neighbors know that there are still sticking points in negotiations with the City, but the gap has narrowed considerably. Christopher appreciates everyone's good work, and the whole reason for this is to preserve the entire property, the environment, the valuable habitat block, biodiversity, and ecological integrity of the property. The forest will become an old-growth forest. Our agreement will be with the City Council.

Bob Dillman—attended the South Neighborhod Association meeting, and having a financial background, said that he understands that using finance as a reason to restrict or delay the will of the voters might be a tactic that we should be aware of and urges us to resist the undue pressures of financial arguments.

No further comments.

Motion to approve minutes from September 26th Regular Meeting made by John Brown and seconded by Cathy McKenzie. Sue Kaun abstains, since she did not attend. Minutes approved four to zero.

Motion to approve minutes from October 9th Special Meeting made by Sue Kaun, seconded by John Brown. Minutes approved unanimously.

Motion to approve our new Policy and Procedure Manual, made by Sue Kaun and seconded by Cathy McKenzie. Vince Biciunas reviewed the document in general terms, stating it is the document we discussed at our September meeting and includes all of the corrections recommended by our legal counsel. She reminded that it is important to approve a document that shows we are working correctly, per state laws. The State Auditor's office, Audit Manager Andrew Asbjornsen, is waiting to meet with her to review our approved procedures. Discussion. Policy and Procedure Manual approved unanimously.

Discussion of Letter received from neighbor Cheri Martin, sent to Parks Department and forwarded to us, regarding her rent increase, and blaming it on our levy. Sue Kaun asked if we have responded yet. John Hymas has responded to her letter, in writing. The letter is a public record and our retention policy

obligates us to retain a copy. The Clerk agreed to contact Ms Martin to receive a copy of the letter for our records. Cathy McKenzie asked if there was a hardship provision for senior or disabled citizens for paying taxes. We will investigate that question. No action was taken.

President's Report:

John Hymas reported that he still has the question out to insurance agent Suzanne Taylor at Bob Wallin Insurance, what insurance do we need as a municipal entity, as opposed to a non-profit.

John Brown believes that exposure for us exists, and we should be able to find a policy costing between \$1200 to \$3000 per year, for Director's and Officer's Liability Insurance.

Sue Kaun agreed that we need coverage, and we could ask other park districts how their insurance needs are handled, the sooner the better.

Vince Biciunas made a motion that we get some quotes from reputable insurance agents, Sue Kaun seconded. Discussion. John Hymas and John Brown will get quotes. Lynden Municipal Park District is one example. Cathy will make a call to another park district. Motion to solicit quotes passed unanimously.

Clerk's Report:

Clerk has communicated with Andrew Asbjornsen, new Audit Manager for the Washington State Auditor's Office, replacing Jamilah McLaughlin, and will meet with him before our next meeting, to review our record-keeping and reporting requirements, creating documents, and give him a copy of our newly adopted Policy and Procedure Manual.

Treasurer's Report—Our finances agree with Whatcom County Finance Department balance sheet. Our net amount is \$89,646.19. We've had no deposits this month. Our main expense is for legal counsel.

Our next regular meeting will be Thursday, November 14th, the second Thursday of the month, same time and location.

After initially being told we will be charged for room rental in 2014, we have just been informed that we will be allowed to meet here at no cost in 2014. So that's a nice surprise, and thank you Bellingham Public Library! Meetings are reserved for this room from January to October 2014, the fourth Thursday of the month, and will be posted on our website.

Consent Agenda:

Approve current legal services invoice #68018 to Zender Thurston, PS in the amount of \$5,430.00 and for web design services, to Highwaters Media LLC, Invoice 1191 for \$125.00, and to Vince Biciunas for copying costs, \$10.11. Motion to approve made by Vince Biciunas, seconded by Sue Kaun, motion passed unanimously.

Motion was made by John Brown and seconded by Vince Biciunas to adjourn to Executive Session to discuss the negotiations to date with the City of Bellingham on the potential acquisition of property in the form of a conservation easement. Financial terms under discussion for the conservation easement are embedded in the Interlocal Agreement to be negotiated. Executive session expected to last about 60 minutes, and no action will likely be taken afterwards. Motion approved five to zero.

Regular Meeting adjourned at 7:43 PM

Executive Session convened. Legal Counsel Bob Carmichael attended.

Regular session reconvened at 8:46 PM. No citizens on the premises to report to. Progress was made on direction to counsel. No action taken. Sue Kaun excused.

Executive Session reconvened at 8:48 PM.

Regular Session reconvened at 9:50 PM.

John Hymas reported that progress was made on direction to our counsel. No action was taken.

No further business.

Meeting Adjourned at 9:09 PM