

RECORD OF PROCEEDING OF
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
MEETING MINUTES
Regular Meeting
Thursday, August 22, 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, President
John Brown--**Excused**
Vince Biciunas, Clerk

Four Present, One Excused

In attendance: Robert (Bob) Carmichael, our attorney.

Motion was made to approve the Agenda for today's meeting by Sue Kaun and seconded by Cathy McKenzie. Addition to agenda was made by Vince Biciunas to add discussion of our pending web page. Agenda approved four to zero.

Public Comments no one present for commenting.

Motion to approve minutes from July 25th Regular Meeting made by Sue Kaun and seconded by Cathy McKenzie. There were no changes. Minutes approved four to zero.

Motion made by Vince Biciunas and seconded by John Hymas to approve the minutes of our August 7th Special Meeting. Copy of the signed Promissory Note for \$100,000 is attached to the minutes. With no changes, minutes were approved three to zero (Commissioner Kaun was excused for that meeting).

Motion made by Vince Biciunas and seconded by Sue Kaun to discuss our Policies and Procedures Manual with our legal counsel. Commissioner Biciunas provided a first draft of the manual based upon similar districts' manuals. Motion passed four to zero. It was agreed that future agendas for meetings should include a Treasurer's Report of our finances. Next month's meeting will also have a more thorough discussion of the manual, as well as report on liability insurance after consulting with insurance agent.

Motion made by Sue Kaun and seconded by Cathy McKenzie to direct Vince Biciunas to work with John King of Highwaters Media on our website. Discussion on creating procedures for what goes on the website, and confirm that John King's billings to us will be in quarter hour increments, at \$50 per hour, with \$120 for annual web hosting fees. Motion passed unanimously.

Motion was made by Vince Biciunas and seconded by Susan Kaun to adjourn to Executive Session to discuss the negotiations to date with the City of Bellingham on our Interlocal Agreement and Conservation Easement. Executive session expected to last about 60 minutes, and no action will likely be taken afterwards. Approved unanimously.

Adjourned Regular Meeting at 7:30 PM

Executive Session

Regular session reconvened at 8:30 PM.

John Hymas reported that we discussed the Interlocal Agreement and Conservation Easement with our legal counsel. No action taken.

Consent Agenda:

Motion made by Sue Kaun and seconded by John Hymas to approve the warrant for payment of \$5,974.31 to Zender Thurston for legal services, and payment to The Bellingham Herald in the amount of \$127.83 for Legal Notice advertising. Passed four to zero..

No further business.

Meeting Adjourned at 8:40 PM