

RECORD OF PROCEEDING OF
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
APPROVED MEETING MINUTES

Regular Meeting

Thursday, March 27, 2014

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

Our Mailing Address: PO Box 4283, Bellingham, WA 98227

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:

John Hymas, President
John Brown
Vince Biciunas, Clerk
Cathy McKenzie
Susan Kaun

All Present

No members of the public in attendance. No public comments.
Simi Jain, Legal Counsel, present.

Motion was made to approve the agenda for today's meeting. John Brown moved and Cathy McKenzie seconded to approve the agenda, with addition by Sue Kaun, suggesting a monthly report from the Parks Liaison from Parks Board. Voted to approve tonight's agenda, unanimously.

Motion to approve minutes from February 27th made by Sue Kaun and seconded by John Brown. The minutes were prepared by Commissioner Cathy McKenzie, in the clerk's absence. Minutes approved with slight clarifications, 4 to 0, with one abstention.

Motion to review the work party sponsored by Recreation Northwest (RN) and the City of Bellingham Parks Department, and direction to include notices of future such events on our website with a link to RN's website, made by Vince Biciunas, seconded by Cathy McKenzie. Discussion. Motion passed unanimously.

Motion made by Sue Kaun and seconded by Cathy McKenzie, to review how we will establish 'baseline data' and required of us in our Conservation Easement, Section VII, Baseline Data, and assign John Hymas as our Liaison in preparing the Request for Qualification (RFQ) for the entity to prepare the report. Discussion included the need in the near future to update our 2014 Budget to include the costs for this, up to \$10,000.00. Motion passed unanimously.

Motion made by Vince Biciunas and seconded by Sue Kaun, to start the easement assignment process, next steps for us to "proceed in identifying qualified potential third-party 501(c)3 organizations/land trusts regarding long-term assignment of the CCFPD Conservation Easement. The goal would be to start moving forward by determining which non-profit organizations we want to approach; who will be designated to compile applicable information such as what, if any, costs will be incurred regarding the easement assignment; and at what stage(s) do we want to schedule public hearings in order to gain input." Per Commissioner McKenzie. We shall solicit input from the public informally now on our website, listing the definitions of qualifications we're looking for, getting a list together, asking for recommendations from the public, as our preliminary research. Discussion included the intention that we will communicate with Parks Director King and schedule an official public hearing in the future. Approved unanimously.

Clerk's Report:

Donation of \$100.00 received and deposited to our account, from Mr. Stephen Carmean and family. This is Mr. Carmean's second donation to our Park District in two years, with a note stating his intention to do this for seven years, because he lives outside of our taxing district. Clerk has already sent him a Thank You note.

Treasurer Report from our Treasurer, Stephen Oliver and the Finance Department. Receivable Summary. We have already received funds as of February 28 in the amount of \$1,266.

Whidbey Island Bank Safety Deposit Box for CCFPD documents has been opened by John Brown. Box costs \$45.00 per year, plus a \$10.00 security deposit for the keys. Vince Biciunas will be added as a second person with privileges.

Whidbey Island Bank Checking Account will be opened in the next few weeks. **Motion** made for the signatories to be John Brown, John Hymas and Vince Biciunas, made by Vince Biciunas, seconded by Sue Kaun. Motion passed unanimously.

Bonding Confirmation document has been received from RLI Insurance Co. of Peoria, IL, in the amount of \$50,000.00 for each Commissioner. Sue Kaun will be reimbursed for \$875 paid for the first year.

Motion to approve the warrants from the February meeting as well as tonight's warrants was made by Sue Kaun, Cathy Seconded. February 27th the total was \$5,862.17, of which 5,763.50 was to Zender Thurston, the balance to Vince Biciunas, 10.00 for safety deposit box key deposit, 80.00 for 2014 post office box, 8.67 for copies of legal documents for January meeting. March 27 total was \$2538.64, of which 1,663.64 was to Zender Thurston, and 875.00 was to Sue Kaun for bonding for 2014, to RLI.

State Auditor's Report for 2013 is almost complete. I need to ask for additional information from commissioners on their and their spouse's employment and business interests. Our Asset Report will need to include the value of our Conservation Easement, \$3.2M. Also, when I log on to complete the filing, I will need one other commissioner to co-sign the report with me, reviewed for accuracy and completion. Sue Kaun volunteers to sit with me and review the report.

On the Policy and Procedure Manual revision approved last month, it will be edited, by adding new language on meeting cancellation policy. Clerk clarified the details.

New or Old Business:

For information only: John Hymas heard from Geoff Middaugh that the DNR grant he applied for and that we wrote a letter supporting was not approved.

John also heard that the City of Bellingham has hired a new staff person and will be using new LIDAR mapping technology to assess Bellingham's Urban Forest and Green Overlay. This is good news.

Cathy McKenzie commented that Parks staff was on the Hemlock Trail assessing a slide hazard area in Arroyo Park since the Oso landslide tragedy. Vince will follow up with Parks staff.

No further business.

Meeting Adjourned at 8:15 PM.