

MINUTES—Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday, January 24, 2018
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: President V. Biciunas called the meeting to order at 6:03 PM.

Roll Call: Susan Kaun, Vince Biciunas, John McLaughlin (excused), Frank James, John Hymas (arrived at 6:12PM).

Introductions: Those acknowledged included Bob Carmichael, legal counsel, board secretary Diane Birsner, and Michael Plummer and Michael Chiavario.

Oath of Office: S. Kaun and F. James confirmed that they took the oath of office at the county auditor's office. V. Biciunas confirmed that J. McLaughlin stated in email he also took the oath of office at the county auditor's office.

Motion: F. James moved to approve today's meeting agenda. Sue Kaun seconded. Vote was 3-0 to approve as amended.

Motion: Motion to approve the Dec. 13, 2017 meeting minutes was deferred until next month's meeting, when the board has a quorum of commissioners who attended that meeting.

Public Comment: M. Plummer reported he installed a wood duck box, donated by Patricia Otto, on his property adjacent to the CCF Park. Plummer said he will receive another wood duck box from Otto, also to be placed adjacent to the park, and will maintain both boxes.

Report: On the January 2018 Park Advisory Board meeting. M. Chiavario reported he is no longer on the Park Advisory Board, therefore he had no information on the January meeting. V. Biciunas reported that no work has been completed on Rae Edwards' approved trail. After J. Hymas arrived, he reported that the Parks Department is considering training two staff members to be park rangers, which could reduce the number of violations to CCF's conservation easement. S. Kaun suggested the board write a letter of support. Biciunas suggested holding off on such a letter until it is confirmed that the Parks Dept. is serious about considering the use of park rangers. Plummer said he thinks the Edwards trail work will begin the weekend of Feb. 9.

Report: B. Carmichael updated the board on the conservation easement amendment. He recommended the board go into Executive Session to discuss the amendment negotiations with City Parks. Carmichael said he heard from A. Marriner that C. Waller of the Whatcom Mountain Bike Coalition (WMBC) reported that WMBC is moving onto other things. M. Chiavario confirmed that WMBC's grant money, offered to create a quarry bike jump on CCF property, had a time limit and that WMBC was given permission by the grantor to utilize the grant money for a different project (in lieu of losing the grant money). Waller assured Chiavario that WMBC is still interested in pursuing a quarry bike jump.

Election of 2018 Slate of Officers:

Motion: S. Kaun moved that J. Hymas be elected Clerk for 2018. F. James seconded. Vote was 4-0 to approve.

Motion: S. Kaun moved that V. Biciunas be elected President for 2018. J. Hymas seconded. Vote was 4-0 to approve.

Report: Regarding John Servais' request for public records, B. Carmichael reported he believes S. Jain complied with the Jan. 5, 2018 deadline to reply. Carmichael confirmed he hasn't heard any more on the subject, so he assumes it's completed.

Monthly expenses and cash flow sheets: Submitted by D. Birsner, secretary.

Treasurer's Report: The Whatcom Co. Treasurer's Monthly Report for Nov 30, 2017 has been reconciled. Beginning unencumbered cash balance for November 2017 was \$332,896.68, and the ending unencumbered cash balance was \$187,721.70.

Petty Cash: Heritage Bank account balance as of 12/31/2017: \$2,938.40.

Report: Legal defense costs are as follows:

2015: \$41,108.50

2016: \$40,915.15

2017: \$22,548.36

Total costs to date: \$104,572.01

Next meeting: Wed. Feb 28, 2018, Fairhaven Library, Fireplace Rm., 6:00 PM.

Motion: J. Hymas moved approve the District Payroll Input Form, wages for Diane Birsner, 5.0 hours in December 2017, total gross of \$125.00. S. Kaun seconded. Vote was 4-0 to approve.

Consent Agenda: S. Kaun moved to approve the following payments. F. James seconded. Vote was 4-0 to approve.

Payment on the Dec. 15, 2017 Invoice # 82185 to Carmichael Clark PS for \$7,121.00 for general legal services.

Payment on the Dec. 15, 2017 Invoice # 82186 to Carmichael Clark PS for \$1,414.00 for legal defense.

Payment on the Dec. 27, 2017 Invoice #27279 to Whatcom County Administrative Services for \$30.00 for Q-4 payroll services.

Payment on the Dec. 12, 2017 Invoice #L123103 to State Auditor's Office for \$186.20 for state audit services, 2015-2016 period.

Payment to Debbie Adelstein, Whatcom County Auditor for \$5,596.95 for the Nov. 7, 2017 general election.

Payment to E. Diane Birsner for \$40.71 for Q-4 2017 mileage reimbursement.

Executive Session: The Board adjourned to Executive Session to discuss the conservation easement amendment and the *Ferlin et. al* lawsuit. Session to last about 20 minutes. Time was 6:30 PM. Expect to return at 6:50 P.M.

At 6:50 PM the board reported it would need another 5-10 minutes. The board returned from Executive Session at 7:02 PM. No action was taken.

New Business.

D. Birsner reported on the Past Due Notice from the US Department of Commerce's Census Bureau request to complete a voluntary survey of local government finances. V. Biciunas said she will call them. Birsner will email Biciunas the original November request.

Adjourn. Time: 7:07 PM.