

MINUTES—Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday, December 13, 2017
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 6:00PM President Vince Biciunas called the meeting to order.

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

Introductions: Those acknowledged included Simi Jain, legal counsel, Michael Plummer, Michael Chiavario.

Motion: J. Brown moved to approve today's agenda, amended to include later discussion of a public records request. J. Hymas seconded. Vote was 4-0 to approve.

Motion: J. Hymas moved to approve the Nov 15, 2017 meeting minutes. J. Brown seconded. Vote was 4-0 to approve.

Public Comment: There were no public comments.

Presentation: Rae Edwards, Bellingham Parks Volunteer Coordinator, to present a proposal. Deferred to end of the December agenda.

Report: V. Biciunas expressed appreciation for services of Diane Birsner, CCFPD's Board Secretary, and of J. Brown, outgoing Commissioner/Clerk. Congratulations to incoming CCFPD commissioner Frank James.

Report: John Hymas, CCFPD liaison to the November 2017 Park Advisory Board meeting, reported that nothing relevant to CCFPD was addressed. Rae Edwards is retiring in March 2018. Issue of dog waste was discussed. M. Chiavario, member of the Park Advisory Board, noted the need for Park Stewards, that general sentiment on the Advisory Board was good, and that L. Bryson was positive.

Report: Update from counsel on Conservation Easement amendment was moved to end of December agenda.

Monthly expenses and cash flow sheets. Submitted by John Brown. As reported in the Whatcom Co. Treasurer's Monthly Report for Nov 30, 2017, the beginning unencumbered cash balance was \$332,896.68, and the ending unencumbered cash balance was \$187,721.70. Diane Birsner, presently out of town, will reconcile the Country's treasurer's report for Nov, 2017, to be addressed at the CCFPD meeting Jan 24, 2018.

Petty Cash: Heritage Bank account balance as of 11/30/2017: \$2, 866.25.

Report: Legal defense costs for 2015 (\$41,108.50), 2016 (\$40,915.15), and 2017 (\$20,910.36). Total to date: \$102,934.01.

Report: V. Biciunas and J. Brown. The 2017 Budget employee salary line item needs increasing by \$1076.00 to reflect actual salary paid out in 2017.

Motion: To amend the 2017 Budget. Discussion about proposed increase of \$1500.00 to bring the total salary line item up to \$6,000.00 JBrown moved approval of that amount. J. Hymas seconded. Vote was 4-0 to approve.

Update: Meeting room reservation in 2018. Space now reserved in Fairhaven Library Fireplace Room for meetings on 1/24, 2/28, 3/28, 4/25, 5/23, 6/27, 7/25, 8/22, 9/26, 10/24, 11/14, and 12/12. These dates posted on CCFPD's website.

Next meeting: Wed. Jan 24, 2017, Fairhaven Library, **Fireplace Rm.**, 6:00 PM.

Motion: J. Brown moved to approve District Payroll Input Form, wages for Diane Birsner, 31.25 hours in November, 2017, total gross \$781.25. J. McLaughlin seconded. Vote was 4-0 to approve.

Consent Agenda: J. Brown moved to approve the following consent agenda. J. McLaughlin seconded. Vote was 4-0 to approve:

Payment on the Nov 15, 2017 invoice #81758 to Carmichael Clark PS for \$2,093.50 for general legal services.

Payment on the Nov 15, 2017 invoice #81759 to Carmichael Clark PS for \$292.00 for legal defense.

Motion: Legal counsel deemed it unnecessary to adjourn to Executive Session for update on the *Ferlin et al* lawsuit.

Report: V. Biciunas noted a request from John Servais for documents pertaining to amendment of Conservation Easement. V. Biciunas to gather documents, consult with counsel, and counsel will answer Mr. Servais's request.

Presentation: Rae Edwards, Bellingham Parks Volunteer Coordinator. Issue is one of revision to trail near entrance to proposed mtn. bike recreation area. After discussion, J. Brown moved to proceed with trail realignment, decommissioning and moving selected trails, in accord with "maintenance" language and provision in the Conservation Easement and Interlocal Agreement. J. Hymas seconded. Votes was 4-0 to approve.

Motion: To adjourn to Executive Session to discuss amendment to Conservation Easement. Session to last 30 minutes. Time now: 7:10PM. Expect to re-adjourn at 7:40PM. J. Brown moved. J. Hymas seconded. Vote was 4-0 to approve. Executive Session completed at 8:15PM. Direction given to counsel. No action taken. Regular meeting re-adjourned.

No Old or New Business.

Adjourn. Meeting was adjourned at 8:25 PM. Merry Christmas to all.