

AGENDA—Regular Meeting  
CHUCKANUT COMMUNITY FOREST PARK DISTRICT  
Wednesday, March 27, 2019  
Fairhaven Branch, Bellingham Public Library  
1117 12<sup>th</sup> St, Bellingham, WA  
Fireplace Room 6:00 to 8:00 PM  
Mailing Address: PO Box 4283, Bellingham, WA 98227

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

John Hymas [jhymas1331@gmail.com](mailto:jhymas1331@gmail.com) Vince Biciunas [vbici.ccfpd@gmail.com](mailto:vbici.ccfpd@gmail.com)  
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**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:** Vince Biciunas or John Hymas, acting for Frank James. Welcome Commissioners and Citizens. Per Chapter 42.30 RCW (Open Public Meetings Act), CCFPD board meetings are open to the public. This meeting is being voice recorded.

**Roll Call:** Frank James (President), John Hymas (Clerk), Vince Biciunas John McLaughlin, Hue Beattie.

**Motion:** To approve Agenda for today's meeting. Discussion. Vote.

**Motion:** To approve February 27, 2019, meeting minutes. Discussion. Vote.

**Introductions:** Those who wish to be acknowledged, including legal counsel and interim secretary John Brown.

**Public Comment:** Please limit remarks to 3 minutes.

**Report:** John Hymas, liaison to Park Advisory Board meeting.

**Update:** Follow-up comments on last month's presentation by S. Oliver and A. Asbjornsen, county and city treasurers, respectively, on status of CCFPD loan repayment to COB.

**Update:** Progress of F. James' letter to L. Bryson re: clarification of CCF name.

**Update:** Plans for WWU students' trail designs. Possible work sessions with J. McLaughlin and possible public hearing on trail options at board meetings in April or May.

**Update:** Welcome to Robyn Albro as new secretary for CCFPD. Ms. Albro will work with outgoing secretary Diane Birsner for up to 10 hours to become familiar with secretary's responsibilities.

**Reminder:** Counsel recommends that board members meet training requirements for Open Public Meetings Act and be documented as in compliance with OPMA. Documents to be filed with Clerk/secretary.

**Reminder:** F-1 PDC forms due on April 15, 2019.

**Monthly expenses and cash flow sheets.** Submitted by John Brown.

**Petty Cash:** WECU Bank account balance as of 2/28/2019 was \$2,918.69.

**Treasurer's Report:** As of March 3, 2019, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance \$165,344.27, ending unencumbered cash balance \$167,201.48.

**Next meeting: Wed.** April 24, 2019, Fairhaven Library, **Fireplace Rm.**, 6:00 PM.

**Motion:** To approve District Payroll Input Form, wages for Diane Birsner, 24 hours in February, 2019, total gross of \$600.00. Vote.

**Consent Agenda: Motion to approve following payments. Discussion. Vote.**

Payment on the February 15, 2019, Invoice #86699 from Carmichael Clark PS for \$1,122.00, for regular professional services.

Payment on March 7, 2019, invoice from Diane Birsner for \$50.98, for mileage in January and February 2019. Vendor number: #2353416.

**Update:** F. James will work on sharing, on Google Dropbox, spreadsheet for CCFPD Friends.

**Update:** From February, D. Birsner noted State Auditor's BI-ANNUAL audit, in addition to annual audit from the state due in May 2019. State Auditor's office, in scheduling 2019 box audit, was to contact J. Hymas, Clerk, on 2/28/2019.

**Old or New Business.**

**Adjourn.** Time:\_\_\_\_.