

**MINUTES—Regular Meeting**  
**CHUCKANUT COMMUNITY FOREST PARK DISTRICT**  
**Wednesday, May 22, 2019**

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

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

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Hue Beattie [hue.ccfpd@gmail.com](mailto:hue.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.**

**Call to order:** 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), Vince Biciunas, Hue Beattie, John Hymas - Clerk, John McLaughlin – excused.

**Motion:** The following additions were made to the agenda:

Discussions of elections in November,

Reintroducing Beavers,

Meeting with legal advisor regarding options for CCFPD before it goes away, and Zoning Map note.

V. Biciunas moved to approve today's amended meeting agenda. J. Hymas seconded. Voted 4-0 to approve.

**Motion:** V. Biciunas moved to approve March 27, 2019, meeting minutes and J. Hymas seconded it. Approved 3/0 by the board members who attended that meeting -- V. Biciunas, H. Beattie and J. Hymas.

V. Biciunas moved to approve the April 24, 2019, meeting minutes and J. Hymas seconded it. Approved 3/0 by the board members who attended that meeting -- F. James, V. Biciunas, and H. Beattie.

**Introductions:** Those who wish to be acknowledged: legal counsel Bob Carmichael, John Brown, former commissioner who is running for Vince Biciunas' seat, Robyn Albro, Secretary, and John Blethen.

**Update re public hearing at June 26th board meeting** regarding WWU students' trail designs. It was brought up to ask John McLaughlin to arrange to videotape the discussion.

Object: What is the criteria/standards to use for deciding where trails are. The idea with this meeting is to jumpstart the planning process. Frank James noted need to manage the trails, as it is hard to get rid of trails once they are established.

Hue Beattie brought up the idea to have trail entrances near houses.

There was also mention of the need for signs, designating trails and to help people not get lost. It was mentioned that the Chuckanut Community Forest is not a good place for mountain bikers as they are so hard on the trails.

Vince Biciunas presented the press release. V. Biciunas moved to approve the press release and J. Hymas seconded it. Voted 4/0 to approve the press release. R. Albro will send the press release out.

V. Biciunas requested new public comment sign-in sheets for the June meeting.

**Update:** Frank James clarified that rather than use Dropbox, which Robyn Albro set up for CCFPD, that we use Google Drive. F. James will go over this with R. Albro.

**Monthly expenses and cash flow sheets.** Submitted by Robyn Albro for April.

**Petty Cash:** WECU Bank account balance as of 4/30/2019 was \$2,814.55.

**Treasurer's Report:** As of April 30, 2019, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance (4/1) \$190,396.85, ending unencumbered cash balance (4/30) \$396,697.59.

**Motion:** It was moved by V. Biciunas to approve District Payroll Input Form, wages for Robyn Albro, 21 hours in April 2019, total gross of \$525.00. Seconded by J. Hymas. Voted to approve 4/0.

**Consent Agenda:** Motions were made by V. Biciunas and seconded by J. Hymas to approve the following payments. Voted 4/0 to approve.

Payment on the April 15, 2019, Invoice #87424 from Carmichael Clark PS for \$940.50, for regular professional services.

Payment on the April 30, 2019, Invoice from Robyn R. Albro for \$27.02 for mileage for March and April.

Payment on the April 27, 2019, Invoice #2212 from Highwaters Media LLC for \$345.00 for website updates for November 2018 through April 2019.

**Update:** State Auditor's annual audit is being completed this week for May 2019.

Approval for R. Albro to be on CCFPD's state auditor's account needs to be completed by F. James, then R. Albro will file the report.

State Auditor's office has been contacted by the Secretary regarding the 2019 box audit. It will be done in September or October.

**Elections:** Frank James commended Hue Beattie and John McLaughlin for filing for re-election, and John Brown for filing for Vince Biciunas' position.

**Reintroducing Beavers to CCFPD:** This is to be discussed in the future, Frank James just wanted to bring it up now so that it is documented to be included at a later date. There is indication of former beaver dams on the edges of Chuckanut Community Forest.

**Meet with Legal Advisor re Options for CCFPD:** Frank James asked for the commissioners' permission to talk to our legal advisor about options for the Chuckanut Community Forest Park District before it is disbanded (after payment of loan). V. Biciunas moved and J. Hymas seconded. Motion approved 4/0.

**Zoning:** On the local zoning map, Chuckanut Forest is called Fairhaven Park. It was noted, as covered in previous meetings, that Leslie Bryson, Parks & Recreation Director, has said the name of the Chuckanut Community Forest can not be officially adopted until it is changed in the Comprehensive Plan, during the planning process.

**Next meeting:** will be on June 26, 2019, Fairhaven Library, **Fireplace Rm.**, 6:00 PM. Frank James will not be able to be at that meeting so John Hymas will chair the meeting. At the June meeting, it will be discussed whether to take off one of the summer meetings.

**Adjourn.** Time: 7:06 pm.