

MINUTES — Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday, August 25th, 2021, at 6 PM
 Online Meeting Through Zoom
 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
 Hue Beattie hue.ccfpd@gmail.com

Frank James fjames.ccfpd@gmail.com
 John McLaughlin johnm.ccfpd@gmail.com
 John G. 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.

Due to the Covid-19 outbreak and the Governor's "Stay At Home" Order, this meeting of the Chuckanut Community Forest Park District will be conducted online on Zoom.

A visual and audio recording of this meeting will be posted on the CCFPD website. If your camera is on during the meeting, your voice, likeness, and surroundings, will be publicly available and viewable on the CCFPD website. If you choose to speak with your camera off, or by calling on a telephone, only your voice will be recorded.

Call to order: John Brown opened the meeting for Frank James. Welcome Commissioners and Citizens. Per Chapter 42.30 RCW (Open Public Meetings Act), CCFPD board meetings are open to the public.

Roll Call: John Hymas, John Brown, and Hue Beattie are present. John McLaughlin is not yet here. Frank James will be arriving later.

Motion: Moved to approve agenda by John Hymas. Seconded by Hue Beattie. Approved 3/0.

Introductions: Catherine Moore, legal counsel, and Robyn Albro, secretary.

Motion: Moved to approve minutes by Hue Beattie. Seconded by John Hymas. Approved 3/0.

Public Comments: No comments made.

Park Advisory Board Meeting Report: John Hymas reported that the meeting was cancelled this month.

Monthly expenses and cash flow sheets.

Petty Cash: WECU Bank account balance as of 7/31/2021 was \$2,967.

Treasurer's Report: As of July 31, 2021, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance (7/01) \$249,817, ending unencumbered cash balance (7/31) \$244,561. We received tax revenues of \$2,969. Paid out \$2,891 in operating expenses, and \$5,334 was paid on our loan to the city of Bellingham. Current debt outstanding as of 7/31/2021: \$309,327.

Motion: To approve District Payroll Input Form by Hue Beattie for wages for Robyn Albro, 33.25 hours in June 2021, total gross of \$831.25. Seconded by John Hymas. Approved 3/0.

Consent Agenda: Motion to approve following payments. Moved to approve by Hue Beattie. John Hymas seconded. Approved 3/0.

- Payment on the July 15, 2021, Invoice #95558, from Carmichael Clark PS for \$1,689.50 for regular professional services.
- Payment on the July 26, 2021, Order #2021072600445534 for \$10.00 from Robyn Albro for Secretary of State for Annual Report Filing.
- Payment on the August 23, 2021, Invoice #2531, from Highwaters Media for \$242.50 for website updates, annual domain renewal and web hosting.

Old Business:

• **Rescheduling of Analiese Burns Presentation.**

After discussion, the Board agreed to schedule a special meeting of the CCFPD in conjunction with the Master Plan Steering Committee for the presentation by Analiese Burns on the city's urban forestry management plan. The meeting will be from 8 to 10 am on Friday, September 10th. Robyn Albro will send out a notice of the meeting to the Friends of CCFPD as well as publish it on the website. We also need to include an agenda with all the topics for discussion at the meeting.

- **Update on Master Plan and Steering Committee Meetings.**

John Brown reported on a letter that came from Laine Potter reporting on the Master Plan and the Steering Committee. The next Steering Committee meetings will be on September 10th and 24th at 8 AM. John Brown will be out of town, and he would like to have Hue Beattie replace him on the Committee while he is gone. The city has received a good deal of public input on the Survey they developed on the Chuckanut Community Forest Park District. It is open until September 15th. Barbara Zylstra said they posted info on the survey at Fairhaven Park. The Board wondered how they distributed information on the Survey. Catherine Moore found it on the city website at engagebellingham.org. John Brown will ask Laine Potter how widely the survey has been distributed. Laine Potter did say that over 240 people had responded to the survey at this point. They have already begun to receive email submissions and phone calls with feedback. They also sent out a press release on August 5th to area media. J. McLaughlin stressed the importance of distributing information about the survey to people who attend our meetings. Robyn Albro will post a link to it on our website as well as send it out to the Friends of the Chuckanut Community Forest Park District.

There was an article in the Bellingham Herald on the Chuckanut Community Forest. Hue Beattie said he didn't reply to their request because he didn't think it was our individual position to speak for the group. The article did have a link to the master planning process which will lead you to the survey.

- **Progress on Hiring of Consultant.** John Brown summarized the decision to hire a consultant to help the Park District in the Master Plan process. As far as John Brown knows, this has not moved forward yet. Catherine Moore said that they could review a contract and turn it around quickly. John McLaughlin said it would be best to proceed as expeditiously as possible in getting a consultant to put together our plans and ideas so we can keep up. John Brown will talk to Frank James about the gist of the meeting and the hiring of the consultant and see if Bob Carmichael's office can help him draft the RFP.
- **Progress on Amendment of Conservation Easement.** Catherine Moore reported that Alan Marriner, the city attorney, sent out an email that the city is not interested in considering amendments to the Conservation Easement until after the Master Planning process is complete. There was not much information in the email. As Bob Carmichael is out of town right now and Catherine Moore does not know his thinking on the matter, the Board will wait to talk to him and see what strategy he may have for moving forward on this. The Board members in attendance are not happy with this development.

John McLaughlin made the point that the Conservation Easement predates and guides the Master Plan. In the Conservation Easement are the enabled or permitted uses that a Master Plan would include in the design. If the Easement is going to exclude those things, then the design work in the Master Plan would be for naught. The Master Plan process would be streamlined if it had a much-reduced set of allowed uses/structures/developments. It makes no sense to delay the Conservation Easement Amendment until after the Master Plan.

John Brown asked Catherine Moore to represent John McLaughlin's opinion to Bob Carmichael. Catherine Moore agreed with John McLaughlin.

The Board is going to wait for clarification from Bob Carmichael. John Brown wondered if the Mayor is aware of this and hopes that Frank James or Bob Carmichael will take it up with him soon.

Reminder: R. Albro will send an email to three board members right after the meeting, John Hymas, John Brown, and Hue Beattie. Please respond confirming that you approve the paying of bills as listed in the consent agenda and payroll.

Next meeting: Special Meeting on September 10th. Regular Meeting on Wednesday September 22nd, 2021. Analiese Burns will also be presenting to the City Council on August 30th. Robyn Albro has already sent out information on how to watch that presentation if you would like to. The presentation on the 30th will be the same as the presentation on the 10th. It looks to be a report on phase I of a three phase process. You can watch the recording after the meeting.

Adjourn. Time: 6:46 pm.