

AGENDA — Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday October 27, 2021 at 06:00 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.

This meeting will be recorded. 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: Welcome Commissioners and Citizens. Per Chapter 42.30 RCW (Open Public Meetings Act), CCFPD board meetings are open to the public. 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.

Roll Call: Frank James (President), John Hymas (Clerk), John McLaughlin, John Brown, and Hue Beattie.

Motion: To approve Agenda for today's meeting. Second, discussion, and vote.

Motion: To approve Minutes for September 10th and September 22nd, 2021, meetings. Second, discussion & vote.

Introductions: Those who wish to be acknowledged including legal counsel and secretary.

Public Comments: Please limit remarks to 3 minutes.

Park Advisory Board Meeting Report: John Hymas, liaison to Park Advisory Board.

Old Business:

- **Master Planning process:** Collaboration between the Park District and the Parks Department to help more with the Master Planning process as suggested by Bob Carmichael at the special meeting on September 10th with the Steering Committee for the Master Plan. (What can the Park District do to help with the process, including sharing of information already accumulated, and knowledge of where to find information). Parks Department invited to attend.
- **Report on the Steering Committee Meetings.**
- **Hiring of Consultant.**
Discussion and Decision on Request for Qualifications (RFQ).
- **Data Sharing Agreement with the Washington State Auditor's Office.**
Discussion on amended data sharing agreement and potentially voting to approve it.
- **Any Other Old Business?**

New Business:

- **Report on Survey of Users of Chuckanut Community Forest in October by Vince Biciunas.**
- **Review of 2021 Budget and Upcoming Budget for 2022/2023.**
Do we need to add anything to the Budget? Tax Levy?
Public Hearing for next meeting.
- **Urban Forestry Plan Letter** by John McLaughlin
- **Any Other New Business?**

Monthly expenses and cash flow sheets.

Petty Cash: WECU Bank account balance as of 9/30/2021 was \$2,967.

Treasurer's Report: As of September 30, 2021, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance (9/01) \$241,778, ending unencumbered cash balance (9/30) \$253,008. We received tax revenues of \$16,084. Paid out \$2,553 in operating expenses, and \$2,301 was paid on our loan to the city of Bellingham.

Current debt outstanding as of 9/30/2021: \$304,354.

Motion: To approve District Payroll Input Form, wages for Robyn Albro, 27 hours in Sept. 2021, total gross of \$675. Second, Discussion, Vote.

Consent Agenda: Motion to approve following payments. Second, discussion and vote.

- Payment on September 15, 2021, Invoice #95963, from Carmichael Clark PS for \$1,899.50 for regular professional services.
- Payment on the August 31, 2021, Invoice #33075 for \$30 from Whatcom County Administrative Services for Processing of Payroll.

Reminder: R. Albro will send an email to three board members right after the meeting, Frank James, 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 will be in TWO weeks: November 10th, 2021 at 6 PM.

Adjourn. Time: ____.