

AGENDA — Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday December 8th, 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.

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

General Public Comments: Please limit remarks to 3 minutes.

Motion: To approve Minutes for November 10, 2021 meeting. Second, discussion & vote.

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

Old Business:

- **Consultant Agreement and any updates.**
- **Data Sharing Agreement with the Washington State Auditor's Office.**
Discussion and vote to accept Data Sharing Agreement and authorize it to be signed by Frank James.
- **Report on the Steering Committee Meetings and any Master Planning Updates.**
Summary of last meeting(s).
Information on open house?
- **Urban Forestry Plan Letter** by John McLaughlin
- **Any Other Old Business?**

New Business:

Monthly expenses and cash flow sheets.

Petty Cash: WECU Bank account balance as of 11/30/2021 was \$2,967.

Treasurer's Report: As of November 30, 2021, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance (11/01) \$482,774, ending unencumbered cash balance (11/30) \$303,993. We received tax revenues of \$47,619. Paid out \$4,364 in operating expenses, and \$222,036 was paid on our loan to the city of Bellingham.

Current debt outstanding as of 11/30/2021: \$67,842.

Motion: To approve District Payroll Input Form, wages for Robyn Albro, 31.75 hours in Nov. 2021, total gross of \$793.75. Second, Discussion, Vote.

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

- Payment on November 15, 2021 Invoice #96516 from Carmichael Clark PS for \$7,382 (including \$500 discount) for regular professional services.
- Payment on November 30, 2021 Invoice from Robyn Albro for \$29.01 for mileage for September, October, and November.
- Payment on November 17, 2021 Policies PHS1674371 and PHBX21001755 from Philadelphia Insurance for \$1,982 for Businessowners and Directors and Officers Liability Insurance.
- Payment on November 30, 2021 Invoice from Robyn Albro for \$78.31 for Ink, Paper, Stamps, and Copies for 2021.

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

Next meeting will be on the fourth Wednesday: January 26th, 2021 at 6 PM.

Adjourn. Time: ____.