

**AGENDA — Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday December 14, 2022 at 06:00 PM**

Online Meeting Through Zoom and
In-Person at 1108 11th St, Ste 303, above Fairhaven Bicycle
Mailing Address: PO Box 4283, Bellingham, WA 98227

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

Frank James fjames.ccfpd@gmail.com
John Hymas jhymas1331@gmail.com John McLaughlin johnm.ccfpd@gmail.com
Hue Beattie hue.ccfpd@gmail.com Ed Grumbine egrumbine.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. This meeting of the Chuckanut Community Forest Park District will be conducted as a “hybrid” meeting, open to the public in-person at 1108 11th St, Suite 303, and online through Zoom.

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

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

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

Motion: Minutes of the last one to two meetings will be presented at the November meeting for approval.

General Public Comments, three-minute limit.

Park Advisory Board Meeting Report

Old Business

Conservation Easement

Current Status and Next Steps. Meeting with potential Easement holders. Meeting with the City.

Other Old Business?

New Business

Stewardship of Chuckanut Community Forest/100 Acre Wood

Steps for Educating the Public in Stewardship of the Park
Focus of Education

Other New Business?

Monthly expenses and cash flow sheets.

Petty Cash: WECU Bank account balance as of 11/30/2022 was \$2,967.11.

Treasurer's Report: As of November 30, 2022, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance (11/01) \$274,298, ending unencumbered cash balance (11/30) \$271,546. We received tax revenues of \$7,867. Paid out \$11,293 in operating expenses.

- **Motion:** To approve District Payroll Input Form, wages for Robyn Albro, 45.75 hours in November 2022, total gross of \$1,143.75. Second, Discussion, Vote.

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

- Payment for December 12, 2022, Invoice #303 from Richard Hartnell for \$600.00 for technical services for running virtual/in-person board meetings.
- Payment for August 24th, 2022, receipt from Robyn Albro for \$70.17 for Printer Ink.
- Payment for July 27th, 2022, receipt from Robyn Albro for \$110.00 for Secretary of State Annual Corporation Filing.
- Payment for October 15, 2022, Invoice #00647 from Carmichael Clark for \$5,593.50 for professional services.
- Payment for November 15, 2022, Invoice #00922 from Carmichael Clark for \$3,957.00 for professional services.
- Payment for November 30th, 2022, Billing from Oltman Ins/Philadelphia Insurance for \$671 for Businessowners Insurance.
- Payment for November 17th, 2022, Billing from Oltman Ins/Philadelphia Insurance for \$1,441 for Directors & Officers Liability Insurance.

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

Next regular meeting: Wednesday, January 25, 2022, at 6 PM. This meeting will be held on Zoom as well as in-person at 1108 11th St. Suite 303 above Fairhaven Bicycle.

Anyone attending the in-person portion of the meeting is required to wear a well-fitting mask per the Commissioners of the Chuckanut Community Forest Park District as voted at their October 26, 2022, meeting.

Adjourn. Time: ____.