

MINUTES — Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday June 28th, 2023, at 06:00 PM
Online Meeting Through Zoom and
In-Person at 1108 11th St, Ste 303, Bellingham
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
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. 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), Hue Beattie, John Hymas, and Ed Grumbine. John McLaughlin arrived soon after roll call.

Motion by Ed Grumbine and second by Hue Beattie to approve agenda. Approved 4/0.

Motion by Hue Beattie to approve minutes of regular meeting on May 24, 2023. Second by Ed Grumbine. Approved 4/0 with one abstention.

Motion by Ed Grumbine to approve minutes of the special meeting on June 6, 2023. Second by John Hymas. Approved 4/0 plus one abstention.

Introductions Legal counsel Bob Carmichael, Secretary Robyn Albro, Barbara Zielstra, and Vince Biciunas.

General Public Comments

Vince Biciunas: Yeah, I'd just like to encourage everybody and hope that there's good news from Carmichael tonight. Thank you.

Barbara Zielstra: I'm just excited that we're closing it up in a good way and it's all good news.

Old Business

Stewardship of 100 Acre Wood

Discussion of ongoing stewardship of 100 Acre Wood.

There was interest in water quality and quantity measurements, vegetative cover, trail footprints, and amphibian monitoring.

Actions to be taken:

Frank James will contact Angela Strecker of the Institute for Watershed Studies with questions about water quality monitoring.

Ed Grumbine will contact Vicki Jackson of Whatcom County Amphibian Monitoring about monitoring amphibians in the 100 Acre Woods.

Motion: by Ed Grumbine to ask Bob Carmichael to evaluate the legality, validity, and efficacy of a third-party contract that would extend beyond the term of our existence and how workable that is. Second by John McLaughlin. Approved by 4 with one abstention.

Education/PR in the Community

Vince Biciunas suggested a press release once the conservation easement is signed as well as

a press release if there is some type of stewardship or monitoring of the status of the 100 Acre Wood.

Dissolution of CCFPD

Robyn Albro gave an update on preparing for the dissolution. She has a meeting with Andy Asbjornsen, City Finance Director, and Karen Thomas, Chief Deputy Treasurer of Whatcom County on July 12th. She is also working with the Washington State Auditor's Office on the audit for 2019 through 2023.

Other Old Business?

New Business

Review of Budget for 2023

Update of income and expenses through the end of May compared to the budget approved last year. Now with the final numbers of the payment to the risk pool for the Whatcom Land Trust determined (\$75,000), this leaves somewhere around \$180,000 excess in the budget.

Money collected after the dissolution of the Park District will go directly to the City.

Monthly expenses and cash flow sheets.

Petty Cash: WECU Bank account balance as of 05/31/2023 was \$2,917.11.

Treasurer's Report: As of May 31, 2023, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance (05/01) \$279,980, ending unencumbered cash balance (05/31) \$284,029. We received tax revenues of \$7,328 and paid out \$3,279 in operating expenses.

- **Motion** by Hue Beattie to approve District Payroll Input Form, wages for Robyn Albro, 35.75 hours in May 2023, total gross of \$893.75. Second by John McLaughlin. Approved 5/0.

Consent Agenda: Motion to approve following payments by Hue Beattie, second by Ed Grumbine. Approved 5/0.

- Payment for May 15, 2023, Invoice #03341 from Carmichael Clark for professional services for \$9,072.50.
- Payment for June 19, 2023, Invoice from Robyn Albro for mileage for March, April, and May for \$37.73.
- Payment for June 19, 2023, Invoice #310 from Richard Hartnell, Hartnell Ent, for \$175 for technical services for Zoom hybrid meetings.
- Payment for May 31, 2023, Petty Cash, Statement from WECU, for Annual Safety Deposit Box Payment of \$50.00.

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 regular meeting: Wednesday, July 26th, 2023, at 6 PM. This meeting will be held on Zoom as well as in-person at 1108 11th St. Suite 303 above Fairhaven Bicycle. If the door is locked downstairs, a phone number will be posted on the door for you to call and be let in.

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.

Adjourned at 7:38 pm