**March 26th, 2024**  
**6:00 PM**  
**Board Special Meeting Agenda**  
**Zoom Link**

1. **Call to Order:**
   1. Roll call: Commissioner Wilbrecht, Commissioner Moore, Commissioner Creydt, Commissioner Brown, Commissioner Roy, Ted Morris (Capital Project Specialist), and Heather Lindsay (Director).
2. **Public Comment: NA**
3. **New Business**
   1. California Creek Park
      1. **Scope of Landscape Architectural Design:** Motion made by Commissioner Brown to approve the Scope of Landscape Architectural Design to Develop a Master Plan for the proposed kayak launch by Cascade Design for $6,400.00-$9,600.00. 2nd by Commissioner Roy. Amended to include Director Lindsay is authorized to sign this proposal on behalf of the Board of Commissioners.

Motion made by Commissioner Brown to approve the Scope of Landscape Architectural Design to Develop a Master Plan for the proposed kayak launch by Cascade Design for $6,400.00 - $9,600.00 and authorize Director Lindsay to sign this proposal on behalf of the Board of Commissioners. 2nd by Commissioner Roy. Vote 5-0, Motion Carried.

* + 1. **Wetland delineation: Critical areas report and mitigation plan:** Motion made by Commissioner Wilbrecht to approve the proposal by Miller Environmental Services, LLC for the Scope of work and estimate for a wetland delineation: Critical areas report and mitigation plan for 4677 and 4656 Drayton Harbor Rd Property not to exceed $9,360 and authorize Director Lindsay to sign this proposal on behalf of the Board of Commissioners. 2nd by Commissioner Moore. Vote 5-0, motion carried.
    2. **Agent Authorization:** Motion made by Commissioner Roy to authorize Cascade Engineering Group as an agent to apply for permits for the California Creek Estuary Park on behalf of BBBPRD2. 2nd by Commissioner Brown. Vote 5-0, motion carried.

1. **Adjournment time:** Motion made by Commissioner Wilbrecht to adjourn at 6:35 pm. 2nd by Brown.
2. **Next meeting:** April 9th, 2024

On a project like the park, where there are multiple parts and pieces, it is important that decisions are made quickly to keep the project moving forward and on schedule.  There are situations when a particular item becomes the critical path, and a decision needs to be made quickly on how to proceed.   A good example of this is our discovery that the wetland delineation that was previously submitted is inadequate, and a new delineation is needed.  That delineation needs to happen during the spring to be valid, and it needs to be done before we can begin preparing the construction drawings or the site stormwater design.  The wetland biologist I've secured is someone who's work we trust and have worked with before, something that is very important to us when choosing consultants.  If his proposal is not accepted in a timely manner, he will remove this project from his schedule and I will either have to find another consultant, or wait for his schedule to have an opening.  Either of those options will decrease the likelihood of being able to submit permit applications in early summer.

I understand that the commissioners want to be kept informed and able to vote on decisions, but there are some decisions that will need to be made quickly.  Having one signer/decision maker that has the authority to make those decisions will insure that the project stays on budget and on schedule, and that important items aren't missed.

I hope this is what you were looking for!

Gwynne

1. A close-up of a business card

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