

Birch Bay Incorporation Association Steering Committee

Quarterly Association Meeting Minutes

Thursday August 15, 2024 at North Bay Community Church

1. Call to Order

The Quarterly Association Meeting was called to order at 6:00 pm.

2. Roll Call:

Position	Name	In Person	Via Zoom	Regrets
Chair	Matt Berry	<input checked="" type="checkbox"/>		
Vice Chair / Communications	Lisa Guthrie	<input checked="" type="checkbox"/>		
Treasurer / Chair Finance	Sharman Burnam	<input checked="" type="checkbox"/>		
Secretary	Michael Stringam	<input checked="" type="checkbox"/>		
Co-Chair Research	Chuck Kinzer	<input checked="" type="checkbox"/>		
Co-Chair Research	Jonathan Mallahan			<input checked="" type="checkbox"/>
Steering Committee Member	Caprice Pine			<input checked="" type="checkbox"/>
Steering Committee Member	Brian Bell		<input checked="" type="checkbox"/>	
Steering Committee Member	Barney Yorkston			<input checked="" type="checkbox"/>
Steering Committee Member	Cecil Robinson			<input checked="" type="checkbox"/>
Steering Committee Member	Jason Polverari	<input checked="" type="checkbox"/>		
Steering Committee Member	Patrick Alesse	<input checked="" type="checkbox"/>		
Steering Committee Member	Wayne Kortlever			<input checked="" type="checkbox"/>
Steering Committee Member	James R. (Bob) Aiken		<input checked="" type="checkbox"/>	
		7	2	5
General Association Attendance		17	10	

3. Approval of Minutes.

Minutes of the July 18 2024 Steering Committee were approved.

Moved: Chuck Kinzer	Second: Sharman Burnam	Vote: Yea: 8 Nay: 0 Abstain: 0
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4. Committee Reports

4.a. Executive Committee Report.

Matt Berry presented a one-page report of Executive Committee discussions, including receiving funding of \$150,000 for an update of the Feasibility study. He also noted that BBIA would hold its second Annual General Meeting on November 21, 2024 with a new election of Steering Committee members

4.b. Finance Committee Report.

Sharman Burnam presented a one-page Treasurer's report showing a balance of \$5,371 in the BBIA account, noting expenditures for an Information Booth tent, banners, and large postcard size handouts. She also noted that we may need to budget for 3 direct mailers in the future and that applications for further grants are being reviewed.

4.c. Communications Committee Report

Lisa Guthrie presented a half-page report noting that the BBIA Information Booth tent had been set-up and staffed at the Birch Bay Sand Sculpture and Roll-back weekend with 24 new people signed up to receive information. She also noted that the Information Cards would be distributed to businesses and other locations in the Birch Bay area and that the Information Booth would be used for further Birch Bay events.

4.d. Research Committee Report.

Chuck Kinzer presented summary results from the May-July BBIA survey and that a majority of respondents would support more local decision-making. He also noted that the detailed results are available on-line.

5. Round Table Discussions

Matt Berry introduced and facilitated discussions on five tables of in-person and zoom participants with each table responding to four basic questions and moderated by members of the Executive Committee.

5.a. Comments on Recent BBIA Community Survey

- Was the survey fair, balanced, neutral?
 - Most participants found the survey balanced and neutral; one felt that some of the questions were biased
- What was best about survey / worst about survey?
 - Best – fair, easy to access, focused on services and costs, tried best not to be leading questions, not too long.
 - Worst – need to include what scope is and isn't
- Did any survey results surprise you?
 - Surprised that response (participation?) wasn't higher, pleasantly surprised with number of responses, surprised by how many negative responses were received, surprised that so many were not yes or no and wanted more information.
- Should BBIA do a follow-up survey?
 - Yes (several), identify services to be improved, where is money going, after more data available, may be premature before feasibility study
- Any ideas to maximize participation?
 - More road signs near neighborhoods, radio ads, use telephone surveys not computer

5.b. Potential Questions for the Next BBIA Community Survey (Results of 25 participants)

How important would the following Community Services be in Birch Bay?

Note: 1. Not all services would be provided by a new City (eg. School District, Water District, Fire District, Library District) but City Status could be more influential in improving these services.

2. Some services could be provided, at least initially, under contract (eg. Police, Planning & Permitting, Engineering)

Should This Service Be Included in the Next Community Survey?	Yes	No	Rate Importance for Future BBIA Survey (1=low 10=high)	
Local police station / response times			6.8	
Local post office			3.5	
Local schools (elementary)			4.1	
Local control of taxes and fees			5.5	
Local Fire/EMT response times			4.3	
Local parks/playgrounds/sportsfields			4.0	
Local City Hall / Municipal Court			2.8	
Local zoning control / development density			5.8	
Local traffic and parking management			3.6	
Local fireworks and event management			3.8	
Local watershed / flood control management			3.3	
Local community center/swimming pool			4.4	
Local Building Codes / permit management			5.7	
Local library			1.0	
Local water and sewer services			0.4	
Local art galleries / theatres			1.4	
Trails, paths, sidewalks, bike lanes			2.4	
Local waterfront/beachfront management			2.8	
Local street design and maintenance			3.7	
Local grocery / drug store			1.8	
Local restaurants / retail shops			1.4	
Other: Medical / dental			1.6	

5.c. Potential Issues for Feasibility Study by Professional Consultant (25 participants)

How important would the following issues be for Professional Consultants to Study in the 2024 Feasibility Study of Incorporating Birch Bay?

Potential Issue	Yes	No	Rate Importance for Feasibility Study (1=low 10=high)	
POTENTIAL ANNUAL REVENUES				
Property taxes at Existing Rates			7.6	
Permit Fees at Existing Rates			7.5	
Sales Taxes at Existing Rates			7.0	
Traffic Fines / Facility Fees			5.4	
OTHER: Impact Fees			0.3	
OTHER: AirBnB Fees			1.9	
OTHER: Business Tax			1.3	
POTENTIAL CAPITAL FUNDS/GRANTS				
Transition Grants from Whatcom County			7.9	
Transition Grants from Washington State			7.9	
Potential Capital Grants Whatcom County			8.1	
Potential Capital Grants Washington State			8.1	
Potential Capital Grants US Government			8.1	
Potential Subdivision Development Fees			7.7	
OTHER: Opioid Settlements (Purdue)			1.0	
OTHER: Intalco			1.6	
POTENTIAL OPERATING EXPENDITURES				
Cost of police force (4/8/12/16 officers)			6.0	
Cost of City Hall / Municipal Court Staff			3.6	
Cost of Planning / Permitting Office			5.2	
Cost of Engineering / Design Office			4.6	
Cost of Street Operations/Maintenance			5.6	
Cost of Parks and Rec. Maintenance			3.6	
POTENTIAL CAPITAL EXPENDITURES				
Capital Cost City Hall / Police/ Court			3.6	
Capital Cost Community/Rec. Center			3.0	
Capital Cost Street Construction			3.2	
Capital Cost Stormwater Facilities			2.4	
Capital Cost Parks/Trails			2.0	

5.4. How would you describe Birch Bay?

- How have we changed?
 - Resort community along waterfront becomes residential off the beach
 - More population, more developers
 - Young families, work from home, retired
 - Rentals, AirBnB
 - Traffic and speeding
- What is important to us?
 - Protect resort character
 - Form and character is critical; how we grow
 - Environment (2)
 - The bay
 - Zoning
 - Local decision making (2)
 - Don't change, keep small town (3)
 - Clean water, mitigate growth effect on Bay
 - Rural feel
 - Better local service, police
 - No boom growth
 - Change GMA to no growth
 - Love character of Bay, kids at the beach
 - No chain restaurants
 - No high rises
 - Cross-walks and sidewalks
 - Bike lanes/paths

6. Questions & Comments.

- City facilities require land area that could be used for homes – where would we put these facilities?

7. Adjourn:

The meeting was adjourned at 7:41 pm on a motion by Lisa Guthrie, seconded by Sharman Burnam, with no objections.