

Birch Bay Incorporation Association (BBIA)

Approved BBIA Steering Committee Minutes Thursday July 17, 2025 at North Bay Community Church

1. Call to Order

The Steering Committee Meeting was called to order at 6:04 pm.

2. Roll Call

Position	Name	In Person	Via Zoom	Regrets
Chair	Matt Berry	☒		
Vice Chair / Communications	Lisa Guthrie	☒		
Treasurer / Chair Finance	Sharman Burnam	☒		
Secretary	Michael Stringam	☒		
Co-Chair Research	Jonathan Mallahan			☒
Steering Committee Member	Caprice Pine			☒
Steering Committee Member	Jason Polverari	☒		
Steering Committee Member	Patrick Alesse	☒		
Steering Committee Member	Holly Hamilton	☒		
Steering Committee Member	Yorkson Jeen	☒		
Steering Committee Member	Jan Barnes			☒
Steering Committee Member	Michael Rutkowski	☒		
Steering Committee Member	Pauline Nefcy		☒	
Steering Committee Member	Lisa Black			☒
Steering Committee Member	Raymond Chladny			☒
		<u>9</u>	<u>1</u>	<u>5</u>
Invited Guests	Michael Cox	1		
	Dianne Mars-Smith	1		
General Association Attendance		7	3	
Total Attendance		18	4	5

3. Approval of Minutes.

Minutes of the June 19th, 2025 Steering Committee Meeting were approved.

Moved: Sharman Barnum	Second: Holly Hamilton	Vote: Yea: 9 Nay: 0 Abstain: 0
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4. Open Session (Questions & Comments).

There were no questions or comments received.

5. Executive Committee Report

Matt Berry presented a one-page report including:

- August 21 Quarterly Meeting is planned as a Community BBQ at the Heron center at Birch Bay State Park from 5 to 8 pm; food served at 6:00 pm. Volunteers will be required for Grill Master, food tables, Information Booth, Set-up and Clean-up.
- Community Attributes (CAI) has requested a virtual meeting with BBIA. Matt will attempt to set the meeting for Monday, July 28. Matt will inform/invite all Steering Committee members to the zoom meeting.
- Birch Bay Chamber of Commerce has offered BBIA a fundraising opportunity to manage parking during the Sandcastle/Rollback Weekend July 26 and 27. Matt has determined that just enough volunteers have signed up to manage the parking as well as the BBIA Information and additional volunteers will be recruited.

Motion 1.

Authorize Matt Berry to sign Memorandum of Understanding with Birch Bay Chamber of Commerce for parking management on July 26th and 27th.

Moved: Sharman Barnum	Second: Lisa Guthrie	Vote: Yea: 10 Nay: 0 Abstain: 0
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- Representatives from Blaine and Whatcom County will be attending the next Birch Bay advisory Committee on July 31 to present the proposed Blaine UGA Swap/Birch Point annexation. The proposed UGA Swap will have significant impacts on Birch Bay with respect to stormwater management and traffic impacts since the proposed Birch Point annexation does not address the discontinuity between Blaine and Semahmoo/Birch Point.

Motion 2.

BBIA will submit a request to delay the proposed Blaine Birch Point Annexation until all impacts have been thoroughly investigated. Matt and Pauline will be responsible for drafting the request.

Moved: Pauline Nefcy	Second: Patrick Alesse	Vote: Yea: 9 Nay: 1 Abstain: 0
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6. Communications Committee

Lisa Guthrie presented a one-page report including:

- ***“Sound Bite #5*** was completed and published. Sound Bite #6 is in progress although the Research Committee has concerns about some of the numbers.
- ***HOA meetings:*** Presentations to Cottonwood and Sealinks have been completed. Additional communities are being approached including Harborview Estates and Lincoln Green
- ***Community Events:*** Volunteers are needed to staff the BBIA Information booth at the Sandcastle/Roll-backweekend July 26/27; to help with the August 21 Quarterly meeting at the BP Heron Center; and to help with the Ducky Derby on August 23. Lisa will be sending around sign-up sheets for all of these events.

7. Research Committee

Lisa Guthrie and Holly Hamilton presented a 1 page report on behalf of Jonathan Mallahan including:

- **Sound Bite #6** research will focus on on all County and City revenue sources including sales taxes, excise fees, and other user fees.
- Future Sound Bite topics were briefly discussed.

8. Finance Committee

Sharman Burnam presented a one-page Treasurer's report for June 16 to July 17, 2025 showing;

- Balance of \$1,831.97 in the BBIA Account
- Invoices from Zoom need to be investigated due to variances.
- Additional funding sources need to be found to provide funds for future newsletters (the parking management at the Sandcastle/Rollback weekend will be a good start).
- Finance Committee meeting date changed to Thursday, August 7th at the Visitor Center at 6:00 pm.

9. Whatcom County Library System

Matt Berry introduced representatives of the WCLS:

- Michael Cox
- Dianne Mars-Smith

Cox presented a slide show of the services provided by WCLS, including

- Serves all of Whatcom County with the exception of the City of Bellingham
- The Birch Bay Vogt Library Express project should open in 2026
- WCLS is an independent taxing district
- All cities in Whatcom Count except Bellingham have "annexed" into the WCLS taxing district
- The current levy of \$0.26 per \$1,000 assessed value limits improvements in staff and services.
- The levy had been \$0.46 per \$1,000 assessed value in 2009 but because of the tax levy cap of 1% the current levy rate has been decreased to \$0.26 per thousand.
- The Library Levy Proposition 2025-2 to increase the Levy to \$0.46 per thousand will be on the August 5, 2025 ballot
- There are many services provided by the WCLS and BBIA has used several of those services.
- If Birch Bay incorporates then the new City would need to hold an election to be "annexed" into the WCLS
- Cox provided a "Pre-Annexation Library Services Agreement" that the new City could sign to cover services until the voters approve.

Berry opened the meeting for questions:

- What is the allowable maximum Levy rate - \$0.50 per \$1000 assessed value
- Data presented was based on growth from 2008 to 2024, but are there any other data that would show current trends – system has basically recovered from the impact of Covid
- What other collaborations occur with Cities – some cities own their buildings; other agencies use library facilities
- Would the WCLS Annex vote be a separate ballot measure from the potential Birch Bay Incorporation vote - yes

- Why do you call it “annexation” into the WCLS, that gives people the wrong impression – because the WCLS is different from other services, such as fire districts or water districts
- Since the Friends of Birch Bay Library raised the funds for the purchase of the Vogt property on behalf of WCLS, wouldn’t it be ironic if a future City of Birch Bay did not vote to Annex in
- What is an Express Library – new concept to operate with fewer staff hours but provide wider access through a library card that opens the doors even when there are no staff

10. Adjournment

The Steering Committee Meeting was adjourned at 7:23 pm.

Moved: Lisa Guthrie	Second: Michael Rutkowski	Voice Vote: Yea
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