

AGENDA-DRAFT
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Regular Meeting

Thursday, March 26, 2015

Held at: Fairhaven Branch, Bellingham Public Library

1117 12th St, Bellingham, WA

In the Fireplace Room

7:00 to 9:00 PM

Our Mailing Address: PO Box 4283, Bellingham, WA 98227

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

John Hymas	hymas@fidalgo.net
Vince Biciunas	vbici.ccfpd@gmail.com
Cathy McKenzie	cmckenz.ccfpd@gmail.com
Sue Kaun	skaun.ccfpd@gmail.com
John Brown	jbrown.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.

Call to order by President John Hymas, President.

Welcome Commissioners and Citizens. Thank you for coming!

Per Chapter 42.30 RCW (Open Public Meetings Act), CCFPD board meetings are open to the public. This meeting is being voice recorded.

Roll Call:

John Hymas, President
Cathy McKenzie
Susan Kaun
John Brown, Clerk
Vince Biciunas

Motion: to approve the Agenda for today's meeting. Discussion. Vote.

Introductions: Those attending who would like to be acknowledged as present, including our legal counsel.

Public Comment: Please limit your remarks to 3 minutes.

Motion: To approve the Minutes of our February 26, 2015 Regular Meeting. Discussion. Vote.

Motion: To approve the Minutes of our March 3, 2015 Special Meeting. Discussion. Vote.

Motion: To approve the Minutes of our March 5, 2015 Special Meeting. Discussion. Vote.

Report: Parks and Recreation Advisory Board Report, from Parks and Rec Board member, Bill Hasenjaeger, and from our board's liaison.

Report: Status of Baseline study. Susan Kaun.

Report: Status of Naylor property gift. John Hymas. Possible motion to accept \$500 general liability quote from Oltman Ins. when/if acceptance of the gift goes forward. Further word on signage permitting. Further word on potential donated survey of the property.

Motion: To create a subcommittee, comprised of the current and outgoing CCFPD Clerks, for the purpose of providing to the full board a specific proposal for the Board's consideration and discussion regarding the disposition of the Clerk's duties. Documentation provided by the subcommittee to the full Board should include:

1) A complete list of all tasks that have been performed by the Clerk. This list should be divided between "essential" and "non-essential" duties/services.

2) A recommendation as to which, if any, of the "essential" tasks shall be delegated to a paid independent contractor or employee of the Board.

Related future Board discussion/action items prior to hiring any paid independent contractor or employee should include:

Determination of whether to hire an independent contractor or employee (will need legal advice re: definitions and liabilities)

Determination of appropriate contract amount or pay rate and budget amendment to include ongoing additional expense

Draft contract (independent contractor) or job description (employee)

Determination of advertising and hiring process

Discussion. Vote.

Report: Thoughts on the Clerk's position and status of hiring assistant to the Clerk. John Brown

Discussion: Publicly known information on the status of our legal defense in *Ferlin et. al.*

Treasurer's Report: As of the March x, 2015 Treasurer's Report, ending unencumbered cash balance is \$xxxxxxx, including the \$36,326.00 received from the Ferlins et al for legal Anti-Slapp penalty and fees, which need to be held pending their appeal.

Petty Cash: Balance as of today is \$1971.14. Checks written since last meeting were to USPS, post office box rental for one year, for \$80.00.

Our next regular meeting will be Thursday April 30, 2015, at Fairhaven Public Library, Fireplace Room, at 7:00 PM.

Consent Agenda:

Motion to approve Legal Service Invoice #72341 to Carmichael Clark PS in the amount of \$1165.00, for regular legal counsel services, and Invoice #72342 for \$3030.50, for matters relating to the *Ferlin et.al.* legal case. Further, to approve payment to Heritage Bank of \$875.00 to replenish Petty Cash account. Discussion. Vote.

Motion: To adjourn to Executive Session to discuss with our legal counsel *Ferlin et. al.* legal defense. Discussion. Vote. Executive Session will last ____ minutes. We expect to re-adjourn at ____ P.M.

Return from Executive Session and report. Time: ____ . Action?

Old or New Business.

Adjourn. Time.