

AGENDA-Tentative

Chuckanut Community Forest Park District (CCFPD)
First Organizing Meeting
Thursday, March 7, 2013
7:00 to 9:00 PM
Fairhaven Branch, Bellingham Public Library
1117 12th St, Bellingham, WA
In the Northwest Room

Meeting Chaired, to start, by the Commissioner who received the most votes—
Vince Biciunas

Call to Order

This meeting is being voice recorded.

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.

Introductions of Your Commissioners
Cathy McKenzie
Susan Kaun
John Hymas
John Brown
Vince Biciunas

Confirmation that Commissioners are 'Qualified.'

- 1) The election results have been certified.
- 2) An election certificate has been issued.
- 3) Any required bond has been posted –we have advice so far that this is not required.
- 4) The elected has taken the oath of office.

Motion: To approve the agenda for today's meeting.
Discussion. Vote

Statement of Fact: Designation of district treasurer, per RCW 35.61.180 "The county treasurer of the county within which all, or the major portion, of the district lies shall be the ex officio treasurer of a metropolitan park district." We affirm that Steven Oliver will be our treasurer.

Statement of Fact: To elect two required Officers, a Commission Board President and a Clerk of the board, per RCW 35.61.120 "The board shall

annually elect one of their number as president and another of their number as clerk of the board.”

Motion to elect Commission Board President.
Discussion. Vote.

Motion to elect Clerk of the board.
Discussion. Vote.

Transfer of meeting chairmanship to President.

Motion: To hear public comment at the conclusion of tonight’s official business, giving each citizen a maximum of two (2) minutes to speak. (We need to get organized before we can respond to concerns.)
Discussion. Vote.

Motion: To adopt Roberts Rules of Order for our meetings.
Discussion. Vote.

Motion: To solicit RFQ, Request for Qualifications, to hire legal counsel versed in municipal law. Two Commissioners should form a Committee to solicit candidate attorneys for interview at our next meeting. We intend to engage legal counsel at the earliest possible time. Suggest wording of RFQ.
Discussion. Vote.

Motion: To designate or set up two-member committees to which follow-up work will be delegated (e.g., finance committee--tax levy; stewardship committee--interlocal agreements, conservation easements; etc.) and which will be reported to the full board for further discussion as needed prior to any decision-making.
Discussion. Vote.

Motion: To research how we should adopt a General Commission Structure, or Bylaws and Procedures, for consistency. Should we engage legal assistance for this? We will need to consult with our Treasurer on how to create and submit vouchers, as one sample procedure.
Discussion. Vote.

Motion: To make clear for the record that none of us commissioners will be receiving salaries or any kind of compensation for work done as commissioners, as allowed by RCW 35.61.
Discussion. Vote.

Motion: To authorize the clerk to open a Post Office Box to receive official correspondences. We can anticipate receiving regular reports from our Treasurer,

as well as other formal notices. The Fairhaven Post Office Branch has open boxes at this time.

Discussion. Vote.

Motion: To have two commissioners, preferable the President and Clerk, meet with our treasurer, Steven Oliver, to ask for a Tax Anticipation Note or other short term loan to cover early expenses, such as insurance/bonding, legal counsel, meeting room rental fees, payment for the election costs, and digital voice recorder purchase.

Discussion. Vote.

Motion: Web page and emails. To have two commissioners meet with Steven Oliver to inquire about the feasibility of a .gov web address for our commission's web page and email service. Alternatively, confirm with legal counsel on using the CCFPD steering committee's webpage or using separate gmail accounts for communications with the public and open meetings requirements.

Discussion. Vote.

Motion: To have two commissioners meet with Steven Oliver to inquire how to accept donations from the public towards the CCFPD and towards the interlocal loan repayment. Do we need to open a bank account? (No, per Steve Oliver informally). Add this contingency to the Procedures to be adopted.

Discussion. Vote.

Motion: To have two commissioners work on a draft 'interlocal agreement' prior to discussion with our legal counsel.

Discussion. Vote.

Motion: To compose and publish a "Thank You" to the voters who created the CCFPD.

Discussion. Vote.

Motion: To schedule our next meeting in two, three, four, weeks? Location and time?

Discussion. Vote.

Public Comments Heard.

Responses, if any.

Adjourn.