

PORT OF COUPEVILLE

PO Box 128, Greenbank, WA 98253 // 765 Wonn Road, Greenbank
Telephone: (360) 222-3151, Fax: (360) 222-3484

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Wednesday August 9th, 2017 at 10 AM
Masonic Lodge at 804 Main Street North, Coupeville, WA

Per Port of Coupeville Resolution 224, the regular meeting of the Board of Commissioners will be preceded by a work session at 9:45 AM

AGENDA

1. **WORK SESSION (9:45 – 10:00 AM):** Commission review of vouchers, payroll, and minutes.
2. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CHANGES TO AGENDA**
5. **COMMISSIONER ACTION:**
 - 5.1 Approval of minutes, payroll, and vouchers.
6. **PUBLIC COMMENT** - *This time is set aside for members of the public to speak to the Board regarding subjects of concern, interest, or items on the Agenda. The Board will take all information under advisement, but generally will not take any action unless it is emergent in nature. To ensure your comments are recorded, please state your name and city of residence. Please limit comments to 5 minutes. If you have any documents to present to the Board, please hand them to the Port Clerk prior to speaking.*
7. **FINANCIAL UPDATE**
 - 7.1 2018 Budget
 - 7.2 Financial statement through June 2017
8. **EXECUTIVE DIRECTOR REPORT**
9. **OLD BUSINESS**
 - 9.1 Decision: Approve Resolution 237, Port of Coupeville Employee Handbook
 - 9.2 Decision: Approve Resolution 238, Job Description for Harbor Master
 - 9.3 Decision: Approve Resolution 239, Job Description for Facilities Maintenance Technician
 - 9.4 Decision: Approve Resolution 240, Job Description for Facilities Caretaker

- 9.5 Decision: Approve Resolution 241, Job Description for Administrative Assistant
- 9.6 Decision: Approve Resolution 242, Volunteer Release and Waiver of Liability Form
- 9.7 Discussion: Comprehensive Plan Update

10. NEW BUSINESS

- 10.1 Discussion: Assistant Executive Director Part-Time position
- 10.2 Approve: Resolution 243, Transfer of funds from maintenance to trust account
- 10.3 Discussion: Alarm system Barn A failure
- 10.4 Discussion: Insurance claim for fire support pumps
- 10.5 Discussion/Decision: Resolution 244 amendment for moorage operations

11. PRESIDING OFFICER'S REPORT

12. COMMITTEE REPORTS

13. ADJOURN

Next regular meeting: Wednesday, September 13th, 2017 at 10 AM at Barn A, Greenbank Farm, Greenbank WA 98253, WA. Per Port of Coupeville Resolution 224 the meeting will be preceded by a work session at 9:45 AM

**Posted to: Port of Coupeville Web Page -- www.portofcoupeville.org
United States Post Office – Coupeville, Washington
Whidbey News Times – mhansen@whidbeynewsgroup.com
Town of Coupeville – clerktreasurer@townofcoupeville.org**