

# 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 February 8<sup>th</sup>, 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 and minutes.
2. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **CHANGES TO AGENDA**
5. **COMMISSIONER ACTION: CONSENT AGENDA**
  - 5.1 Approval of minutes 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. **PRESENTATIONS**
8. **FINANCIAL UPDATE**
  - 8.1 December 2016 Financial Statement
9. **EXECUTIVE DIRECTOR'S REPORT**
10. **OLD BUSINESS**
  - 10.1 Approve: Letter to US Navy re. Environmental Impact statement for the EA-18G Growler Airfield Operations at NAS Whidbey Island Complex.

10.2 Discussion: Responses to Request for Qualifications for Consultant Services for Preparation of Port Comprehensive Scheme and Strategic Plan.

10.3 Approve: Resolution 228, establishing a credit card policy for the Port of Coupeville and a draft Port policy establishing the spending authority for officers and the staff.

10.4 Discussion: Updates to Bylaws of the Commission of the Port District of Coupeville.

10.5 Discussion: Proposed increase to the Port of Coupeville tax levy.

10.6 Sign: Draft Interlocal Agreement between the Port and Island County for Rural County Economic Development Funding in the amount of \$25,000, to be used for the Port's Coupeville Wharf Building Fire Suppression Components Replacement Project.

## **11. NEW BUSINESS**

11.1 Approve: Selection of appraiser to determine fair market value of rental space at Greenbank Farm and Coupeville Wharf.

11.2 Approve: Advertisement for permanent Executive Director

11.3 Approve: Contract with Whidbey Tractors for field maintenance of Greenbank Farm

11.4 Approve: Harbormaster job description and responsibilities

11.5 Approve: Letter to WA Public Ports Association expressing support of legislation allowing Ports to implement a public works bid limit of \$40,000.

11.6 Discuss: Resolution 229, Revision of Marina Policies and Fees

11.7 Discuss: Resolution 230, Public Records Act Policy

## **12. PRESIDING OFFICER'S REPORT**

### **11. COMMITTEE REPORTS**

### **12. EXECUTIVE SESSION**

### **13. ADJOURN**

**Next regular meeting: Wednesday, March 8<sup>th</sup>, 2017 at 10 a.m. at the Coupeville Masonic Lodge, 804 North Main, Coupeville, Washington 98239**

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