

**PORT OF COUPEVILLE**  
**ISLAND COUNTY, WASHINGTON**  
**RESOLUTION NO. 232**

**A RESOLUTION of the Board of Commissioners of the Port of Coupeville, Island County, Washington, appointing a Claims Agent**

WHEREAS, the Port of Coupeville is a special purpose district established under the laws of the State of Washington

WHEREAS, the Revised Code of Washington (RCW) 4.96.020 requires that “The governing body of each local governmental entity shall appoint an agent to receive any claim for damages made under this chapter. The identity of the agent and the address where he or she may be reached during the normal business hours of the local governmental entity are public records and shall be recorded with the auditor of the county in which the entity is located.”

WHEREAS, the Board of Commissioners desires to assign the function of Claims Agent to the Port of Coupeville Executive Director as part of that position’s collateral delegated administrative powers and duties.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Coupeville, Island County, Washington that the Port of Coupeville Executive Director is appointed Claims Agent.

- The Executive Director may be reached during the normal business hours of the Port of Coupeville through the Port Office at Greenbank Farm at 765 Wonn Road, Greenbank, Washington or by telephone at (360) 222-3151.
- This appointment shall be recorded with the Island County Auditor’s Office in accordance with RCW 4.96.020.
- Port of Coupeville Resolution 212 is hereby rescinded.

All claims for damages against the Port of Coupeville, or against any officers, employees, or volunteers, acting in such capacity, shall be presented to the agent within the applicable period of limitations within which an action must be commenced. A claim is deemed presented when the claim form is delivered in person or is received by the agent by regular mail, registered mail, or certified mail, with return receipt requested, to the agent or other person designated to accept delivery at the agent's office.

ADOPTED by the Board of Commissioners of the Port of Coupeville at the public meeting thereof held this 12<sup>th</sup> day of April, 2017 and duly authenticated in open session by the signatures of the Commissioners being present and voting.

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William Bell

John Mishasek

Robert Monroig

Attest: This 12th day of April, 2017