

PORT OF COUPEVILLE

PO Box 577, 24 Front Street, Coupeville, WA 98239
New Office at Greenbank Farm
Telephone: (360) 222-3151, Fax: (360) 222-3484

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS

Coupeville Masonic Lodge 804 North Main, Coupeville, Washington 98239

Thursday March 31, 2016 at 12:30 p.m.

AGENDA DRAFT

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CHANGES TO AGENDA

4. PUBLIC COMMENT

If you wish to speak, regarding items on or not on the agenda,
please sign in and provide your name and address for the public record.

Each person has 3 minutes to comment – Secretary will signal at 2 min 30 sec.

5. CONSENT AGENDA

5.1 Approval of monthly financial statements

5.2 Approval of current vouchers as presented

5.3 Approval of corrected minutes of February 10, 2016 Regular Meeting

6. PRESENTATIONS --- Introduce Kathy Jones, Jones Accounting Associates

7. EXECUTIVE DIRECTOR'S REPORT -- Forrest Rambo

- Port Administration and General Operations
 - New Administrative Assistant, LaKeisha Williams
 - Event Coordinator Job Description Draft
- Coupeville Wharf/Marina Operations
 - Piling assessment update, Damon Stadler
 - Underground tanks update
- Greenbank Farm
 - Whidbey Camano Land Trust lease for 2016
 - Events/marketing issues, Kristi O'Donnell

(OVER)

8. UNFINISHED BUSINESS

Review, Commission deliberation, public comment, action

- Proposal from Coupeville Maritime Heritage Foundation – SUVA operations
- Proposal from Penn Cove Sailing
- Approve Resolution #210 amending Resolution #129 regarding Port Credit Card

9. NEW BUSINESS/COMMISSIONER DISCUSSION

Presentation, Commission deliberation, public comment, action

- 9.1 Approve contract with Jones Accounting Associates
- 9.2 Approve Resolution #213 appointing Auditing Officer and Alternate Auditing Officer
- 9.3 Consider Event Coordinator Job Description Draft
- 9.4 Approve Whidbey Camano Land Trust lease for 2016
- 9.5 Approve Resolution #214 appointing a Records Agent

10. PRESIDING OFFICER’S REPORT

11. COMMISSIONER COMMENTS/COMMITTEE REPORTS

12. EXECUTIVE SESSION (if required)

13. PUBLIC COMMENT

14. ADJOURN

Next regular meeting
Wednesday April 13, 2016 at 10 a.m.

Coupeville Masonic Lodge 804 North Main
Coupeville, Washington 98239

Posted to:

Port of Coupeville website – www.portofcoupeville.org
United States Post Office – Coupeville, Washington

Email: Editor, Whidbey Examiner – mhansen@whidbeynewsgroup.com
Town of Coupeville – clerktreasurer@townofcoupeville.org