

# PORT OF COUPEVILLE

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## REGULAR MEETING OF THE BOARD OF COMMISSIONERS

**Wednesday January 11th, 2016 at 10 a.m.**

**Barn A, 765 Wonn Road, Greenbank, Washington**

**Per Port of Coupeville Resolution 218 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 December 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**

7.1 Native Plant Stewards Greenbank Farm Wetlands – Biological Control Release/Monitoring Status Report for 2016

### **8. FINANCIAL UPDATE**

### **9. EXECUTIVE DIRECTOR'S REPORT**

### **10. OLD BUSINESS**

10.1 Approve: Resolution 227 establishing the rules and regulations governing the reimbursement and payment of travel and other business expenses.

10.2 Approve: 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.

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

10.4 Discussion/Decision: Request for Qualifications for Consultant Services for Preparation of new Port Comprehensive Scheme and Strategic Plan.

10.5 Discussion/Decision: Establish a fair market cost for rental space (retail, office, storage) at Greenbank Farm and the Coupeville Wharf. This agenda item will be open to public comment.

10.6 Discussion/Decision: Revert employee pay to a monthly basis to provide better visibility and approval of payroll to the Board of Commissioners.

## **11. NEW BUSINESS**

11.1 Discussion: Environmental Impact statement for the EA-18G Growler Airfield Operations at NAS Whidbey Island Complex.

11.2 Proposal: Two drafts for review and approval at February regular meeting – a resolution establishing a credit card policy for the Port of Coupeville and a Port policy establishing the spending authority for officers and the staff.

11.3 Discussion: Proposed salary for next permanent Executive Director.

11.4 Decision: Election of Board President, Vice-President, and Secretary for the year 2017.

11.5 Decision: Designating Port of Coupeville representatives to Island County Council of Governments, Island Regional Transportation Planning Organization, and Island County Economic Development Council.

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

12.1 Combined Port of South Whidbey and Port of Coupeville application for Island County Rural County Economic Development Funds to hire a business recruitment specialist.

## **11. COMMITTEE REPORTS**

## **12. EXECUTIVE SESSION (if required)**

## **13. ADJOURN**

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

**Posted to: Port of Coupeville Web Page -- [www.portofcoupeville.org](http://www.portofcoupeville.org)  
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