

**PORT OF COUPEVILLE**  
**ISLAND COUNTY, WASHINGTON**  
**RESOLUTION NO. 247**

**A RESOLUTION of the Board of Commissioners of the Port of Coupeville,  
Island County, Washington, adopting policies and fees for event fees at Greenbank Farm.**

**WHEREAS, the Port of Coupeville owns and operates the Greenbank Farm in Greenbank, WA, containing facilities and land for the general public to conduct public and private events,**

**WHEREAS, Hourly rates are billed on an hourly basis, Half Day rates are billed for six (6) hours, All Day rates are billed for twelve (12) hours,**

**NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Coupeville that the following policies governing Greenbank Farm event fees are adopted:**

**1. Event fees:**

- **Parking Lots (only) (Note 1) –**
  - **Wonn Road Triangle**                      **\$40/Hour**                      **\$200/Half Day**                      **\$400/All Day**
  - **Main Parking Lot (South)**                      **\$40/Hour**                      **\$200/Half Day**                      **\$400/All Day**
- **Barn A (includes main asphalt parking lot only) (Notes: 1,2,3,4,5,6,7,8) –**
  - **Private Events – Includes use of lawn area around the pond, lawn area left of Barn A, Gardens, Viewpoint, small prep kitchen and loft.**
    - **Weekdays**                      **\$75/Hour**                      **\$400/Half Day**                      **\$800/All Day**
    - **Friday Night (5-11 PM)**                      **\$500/Half Day**                      **\$1000/All Day**
    - **Saturday or Sunday**                      **\$150/Hour**                      **\$750/Half Day**                      **\$1500/All Day**
    - **Saturday & Sunday**                      **\$2500/All Day**
    - **Friday, Saturday & Sunday**                      **\$3000/All Day**
- **Barn A (includes main asphalt parking lot only) (All Week) (Notes: 1,2,3,4,5,6,7,8) –**
  - **Sales Event**                      **\$50/Hour**                      **\$250/Half Day**                      **\$500/All Day**
  - **Concert (no charge)**                      **\$50/Hour**                      **\$250/Half Day**                      **\$500/All Day**
  - **Concert w/admission fee**                      **\$100/Hour**                      **\$500/Half Day**                      **\$1000/All Day**

**2. Non-Profits (must show proof of certificate, i.e. 501(c)(3)) (Notes: 1,2,3,4,5,6,7,8,)**

- **A 50% discount on the above published rates may be billed to non-profit organizations with proof of certificate**

**3. Fee for Wi-Fi will be \$50 per event. Password for the Wi-Fi will be provided once the fee has been paid. Do to the nature of providing Wi-Fi and the many different types of devices that utilize Wi-Fi, the fee for accessing the Wi-Fi connection is non-refundable. Performance per device cannot be guaranteed and use of the Wi-Fi connection is not guaranteed.**



4. The Board of Commissioners for the Port of Coupeville may temporarily or permanently adjust fees and rates at its discretion.

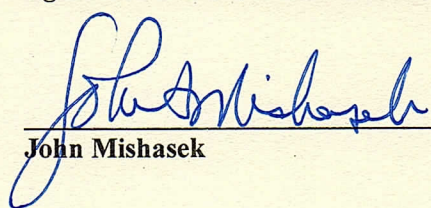
5. Further details concerning costs, fees, policies and procedures will be included in the event contract provided by the Port of Coupeville.

6. The Port of Coupeville may enter into special agreements where there is specific benefit to the Port and its residents/taxpayers.

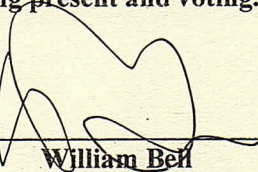
7. Notes:

1. Renter provides all entertainment, signage, equipment, staff, and food. Port of Coupeville provides one person to open and close and remain on call for emergencies.
2. Port of Coupeville provides the use of tables and chairs on site; Port of Coupeville has 20 8' x 30" tables and 57 white folding chairs (party may rent additional chairs and tables from an outside supplier).
3. Banquet permits apply.
4. Port of Coupeville staff will meet with the party and tour the facilities. A list of vendors will be provided for services and equipment rental if needed. The party will make their own arrangements with each vendor. Set up/take down is the responsibility of the lessee.
5. Set up can be as early as 8 AM. Take down must start before 11 PM.
6. Rental equipment may be delivered on Friday and picked up on Monday at no additional charge.
7. Set up/take down is the responsibility of the lessee.
8. Non-profits who provide proof of certificate will be entitled to a 50% discount on published rates. All proceeds from the event must directly benefit the mission of the non-profit whose name appears on the contract. Non-profits may not contract for the benefit of other businesses, groups or individuals to secure the non-profit rate.

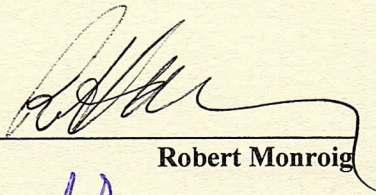
ADOPTED by the Board of Commissioners of the Port of Coupeville at the regular public meeting thereof held this 8<sup>th</sup> day of November, 2017 and duly authenticated in open session by the signatures of the Commissioners being present and voting.



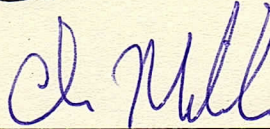
John Mishasek



William Bell



Robert Monroig



Chris Michalopoulos

Attest: This 8<sup>th</sup> day of November, 2017

11.3.2017/V7