



Commissioner Business Meeting

December 5, 2016

I. OPEN MEETING

II. GUESTS

III. CITIZEN COMMENTS

IV. DISCUSSION / ACTION ITEMS:

- | | TAB# |
|---|------|
| A. Minutes of the Business Meeting held on November 21, 2016. | 1 |
| B. Payables & Payroll listings | 2 |

Consent Agenda

All items listed with an asterisk () are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items at the Business Meeting unless a Commissioner so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

- *a. Minutes of the Business Meeting held on November 21, 2016.
 - *b. Payables issued on November 23, 2016 in the amount of \$92,829.33, payroll issued on December 5, 2016 in the amount of \$1,003,367.94, totaling \$1,096,197.27. Suggested motion to approve consent agenda.
- C. Executive Director's Memo 3

Suggested Motions:

To approve the Change Order with Realm Inc. in the amount not to exceed \$15,450.00 plus tax and authorize Jay Hester to sign on behalf of the Port.

To approve the Pasture Lease with Sylvia Baggerly and authorize Jay Hester to sign on behalf of the Port.

To approve Resolution 2016-17 A Resolution Declaring Excess Personal Property.

To approve Resolution 2016-18 A Resolution Establishing a Small Works Roster.

To approve Resolution 2016-19 A Resolution Appointing the Port Auditor.

To approve Resolution 2016-20 A Resolution Electing Officers; Appointing a Trustee and Alternate Trustees of the Washington Public Ports Association; Establishing Regular Meeting Places and Times; Appointing the Investment Officer and Deputy Investment Officer; Authorizing the Port District Executive Director/Auditor or Finance Officer to make inter-fund transfers.

To approve Resolution 2016-21 for the Delegation of Authority.

To approve the closing of the sale of commercial real property to Darigold, Inc., pursuant to the terms of the Commercial & Investment Real Estate Purchase and Sale Agreement, dated August 29, 2016, for a purchase price of \$920,000, and to authorize Jay Hester to sign all closing documents on behalf of the Port, including but not limited to a Settlement Statement, Statutory Warranty Deed, Excise Tax Affidavit, Escrow Instructions, and an Amendment to the Lease with Tony Schwab.

D. Project Manager's Memo

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Suggested Motion: To approve a Scope of Services Agreement with Meier Architecture in the amount not to exceed \$94,500.00 for design and construction management work at the Funny Farm building and authorize Travis Jansen to sign on behalf of the Port.

V. GENERAL COMMENTS:

A. Staff Comments:

B. Commissioner Comments:

VI. EXECUTIVE SESSION: Real Estate and Personnel issues as allowed by RCW: 42.30.110 Subsection C & G respectively.

VII. ADJOURNMENT