



## CHELAN DOUGLAS REGIONAL PORT AUTHORITY

*Working Together to Enhance the Economic Vitality of North Central Washington*

### ***Special Meeting Agenda***

**September 10<sup>th</sup>, 2019**

**1:30 pm**

**Executive Flight Building**

**One South Campbell Parkway, East Wenatchee, WA 98802**

#### **I. CALL TO ORDER**

Port of Chelan County  
Port of Douglas County

#### **II. INTRODUCTIONS**

#### **III. REGIONAL PORT AUTHORITY CONSENT AGENDA**

Approval of Regional Port Authority Special Meeting Minutes of August 20<sup>th</sup>, 2019.

#### **IV. REGIONAL PORT AUTHORITY ACTION ITEMS**

- (1) Personnel Policy Adoption
- (2) Resolution No. 2019-08 Establishing Port Commission Compensation
- (3) Payment of Bills Prior to Board Approval Policy
- (4) Fixed Asset Capitalization Policy
- (5) Promotional Hosting Policy
- (6) Policy & Procedures for Travel & Meals
- (7) Working Meal & Light Refreshment Policy
- (8) Credit Card Policy
- (9) Real Estate Commission Policy
- (10) Federal Procurement Policy
- (11) Resolution No. 2019-09 Appointing a Treasurer
- (12) Resolution No. 2019-10 Establishing Regular Meetings

#### **V. REGIONAL PORT AUTHORITY INFORMATIONAL ITEMS**

- (13) Office Location Update
- (14) Proposed RPA Retreat Agenda – Thursday September 26<sup>th</sup>, 10am-3pm
- (15) Logo
- (16) Miscellaneous Updates
- (17) Next Meeting & Likely Agenda Items

#### **VI. PUBLIC COMMENT**

## VII. ITEMS FROM BOARD OF DIRECTORS

VIII. **EXECUTIVE SESSION:** An Executive Session may be called during the meeting. The purpose must be announced and is limited by RCW 42.30.110. Examples include: (1) to discuss with legal counsel litigation, potential litigation and/or legal risks (RCW 42.30.110(1)(i)); (2) to consider the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price (RCW 42.30.110(1)(b)); and (3) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price (final action selling or leasing public property shall be taken in a meeting open to the public)(RCW 42.30.110(1)(c)); and (4) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee(RCW 42.30.110(1)(g))

## IX. ADJOURN

**PLEASE NOTE:** If you wish to address the Regional Port Authority on a non-agenda or an agenda item, please raise your hand to be recognized by the President. When you have been recognized, give your name and address before your comments. The Board of Directors are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principal.

The Port Authority office is ADA compliant. Please contact the Administrative Office at 509-663-5159 at least three (3) days in advance if you need any language, hearing or physical accommodation.