

Port Angeles HarborWorks Development Authority
Board of Directors Special Meeting
City Council Chambers, Port Angeles City Hall
June 23, 2008

I. **Call to Order:** President Campbell called the special meeting to order at 5:00 p.m.

II. **Roll Call:**

Directors Present: President Orville Campbell, and Directors Jerry Hendricks, Bart Irwin, Karen McCormick, and Howie Ruddell.

City Representatives Present: Councilmembers Cherie Kidd and Karen Rogers, City Manager Mark Madsen, City Attorney Bill Bloor, City Clerk Becky Upton, Deputy Director of Community & Economic Development Nathan West, Executive Communications Coordinator Teresa Pierce, and Planning Manager Sue Roberds.

Port Representatives Present: Executive Director Bob McChesney and Legal Counsel Steve Oliver.

Others Present: Jim Haguewood, ONE Group; and Keith Wills, Citizen.

III. **Approval of Minutes - June 4, 2008 Meeting:** Jerry Hendricks moved to approve the minutes of the June 4, 2008, Board of Directors meeting. Howie Ruddell seconded the motion, which carried unanimously.

IV. **Adjourn to Executive Session:** Before adjourning to Executive Session, consideration was given to whether or not a record of the proceedings would be maintained. **Bart Irwin moved to not have a record maintained of Executive Session, either written or by recording. Jerry Hendricks seconded the motion, which carried unanimously.**

President Campbell adjourned the meeting to Executive Session at 5:05 p.m. for approximately 20 minutes, under the authority of RCW 42.30.110(1)(b) consideration of real estate matters; RCW 42.30.110(1)(g), evaluation of the qualifications of an applicant for public employment; and RCW 42.30.110(1)(i), potential litigation. At 5:25 p.m., the Executive Session was extended for another 40 minutes by announcement of the President. At 6:05 p.m., the Executive Session was extended for another 10 minutes by announcement of the President. At 6:15 p.m., the Executive Session was extended for another 20 minutes by announcement of the President. At 6:35 p.m., the Executive Session was extended for an additional 20 minutes by announcement of the President.

V. **Return to Open Session:** The meeting returned to Open Session at 6:53 p.m.

VI. **Interim Manager:** President Campbell reported that the Board had reviewed the qualifications of a prospective Interim Manager, and he opened the floor to discussion. **Howie Ruddell moved that the Public Development Authority enter into a contract with Jim Haguewood as Interim Manager of the Port Angeles HarborWorks Development Authority, that President Campbell and Karen McCormick be authorized to sign the contract with Mr. Haguewood, that compensation shall be at least \$4,000 for his services, and the duration for the services to be performed is expected to be 60 days. The motion was seconded by Jerry Hendricks and carried unanimously.**

VII. **Executive Director Search:** President Campbell indicated the matter of an Executive Director search had been discussed in terms of Mr. Haguewood's employment, as he is to take direction from the Board in an oversight capacity for the search. He continued that the thinking around the search is that Jim Haguewood, Karen McCormick, and members of the City staff would be involved in putting together a process and procedures for an Executive Director search. No specific time lines were established, as it is understood that it will take time to put the process together. It was suggested that the matter of the Executive Director search be placed on the next meeting agenda, which was agreed to by consensus of the Board.

VIII. **Resolution for Reimbursement of Expenses:** Discussion was held on the merits of the proposed Resolution. Following discussion, President Campbell read the Resolution by title, entitled

RESOLUTION NO. 01-08

A RESOLUTION of the Port Angeles Harbor-Works Development Authority
setting forth its intent to reimburse the City of Port Angeles for services
rendered and expenses incurred by the City.

The Board agreed it is intended that the City will be reimbursed for expenses, but that the usual supportive documentation must be present to assure that reimbursements are properly made. At Bart Irwin's request, Manager Madsen provided specific examples of what types of expenses can be expected, and he assured the Board that reimbursement is not expected for any expenses incurred prior to the formation of the Public Development Authority. Attention was directed to Sections 1 and 2 of the Resolution. **Jerry Hendricks moved to pass the Resolution as read by title, inclusive of the following amended language:**

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Section 1 shall be amended to read: Port Angeles Harbor-Works Development Authority shall reimburse, upon approved invoices, the City for (1) services performed by the City on behalf of or for the benefit of Port Angeles Harbor-Works Development Authority, and (2) expenses in doing so; and

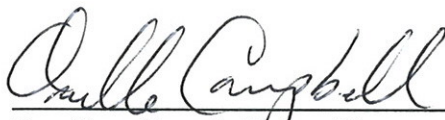
Section 2 shall be amended to read: This resolution shall become effective as of May 30, 2008, and approval as required by law.

The motion was seconded by Howie Ruddell and carried unanimously.


IX. July 2, 2008 Meeting: Consideration was given to agenda items for the next regular meeting scheduled for Wednesday, July 2, 2008. The following items were suggested:

1. Status Report - Executive Director Search/Process
2. Treasurer - Board Member or Professional?
3. Status Report - Invoices for Expenses Incurred Year to Date
4. General Discussion of Purpose, Mission, and Goals - Teresa Pierce, Facilitator

Adjournment: There being no further business, the meeting was adjourned at 7:25 p.m.



President Campbell, President



Becky J. Upton, City Clerk