

**PORT OF SKAGIT COUNTY
RESOLUTION NO. 99 - 06**

A RESOLUTION establishing a policy for permitting the use of the Port Commission Hearing Room and attached kitchenette, superceding Resolution No. 80-37.

WHEREAS, the Port of Skagit County has, as part of its administrative building, a meeting room and associated kitchenette, commonly known as the Port Commission Hearing Room; and

WHEREAS, this meeting room is not always in use for Port meetings or other Port business; and

WHEREAS, these facilities were funded with G.O. bond revenues and are paid off by tax revenues;

THEREFORE BE IT RESOLVED THAT:

- 1) The Port Commission Hearing Room will be made available to organizations which
 - a. Are responsible, organized, community groups or business firms.
 - b. Do not charge a fee for admission. (This does not preclude voluntary contribution for community fund raising events.)
 - c. Are not engaged in the promotion of political candidates or ballot issues.
- 2) Users of Port Commission Hearing Room will adhere to the following general policy:
 - a. The Port Commission Hearing Room and its attached kitchenette are the only areas of the terminal/administration building to be used or occupied.
 - b. The facilities are to be used only for purposes which are in good moral taste.
 - c. Alcoholic beverages are prohibited.
 - d. Reservations will be coordinated with the Port. The Port reserves the right to cancel room reservation without notice for any reason.
 - e. Use fees shall be charged as follows, and shall be payable in advance:
 - ⊖ \$15.00 per use for non-profit organizations and community groups.

- ⊖ \$25.00 per use for private businesses, located on or near Port property.
- ⊖ No fee for other public agencies.
- f. Organizations using the Port Commission Hearing Room must provide their own coffee, other beverages, and food. Use of the Port's coffee making equipment is permitted.
- g. Organizations using the Port Commission Hearing Room may use the Port's equipment (TV, VCR, overhead projector, dry easel boards, flip chart stand). However, any additional supplies (such as pencils, paper, flip-chart paper) must be provided by the organization using the room.

ADOPTED IN OPEN SESSION this 15th day of June 1999, and duly authenticated by the signatures affixed hereto:

Signature on file

Commissioner

Signature on file

Commissioner

Signature on file

Commissioner