

**Port of Lewiston  
Notice of Special Meeting  
June 5, 2019**

Notice is hereby given that the Port of Lewiston Commission, will meet Wednesday, June 5, 2019, at Lapwai City Hall, Council Chambers, 315 South Main Street, Lapwai, ID, at 12:00PM.

The purpose of this Special Session will be for the Port Commission and staff to conduct port business and hold an Open House to provide information about the Port of Lewiston proposed Fiscal Year 2020 budget and activities.

**CONVENE GENERAL BOARD MEETING**

- Review and approve agenda – (Action Item)

**CITIZEN COMMENTS**

*This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission. Citizens are encouraged to discuss operational issues in advance with the Port Manager. In consideration of others wishing to speak, please limit your remarks to five (5) minutes.*

**ACTION ITEMS**

- Consider for approval a lease agreement with Alta Forest Products for approximately 207 square feet of office space at a rate of \$350.00 per month. (Roll call vote)
- Consider for approval a revision to the Port of Lewiston's Records Retention Policy to include audio and video recordings. (Roll call vote)

**NON-ACTION AGENDA**

- Review and discussion of FY2020 budget and activities

**ADJOURN**