

**RESOLUTION NO. 707-19**

**A Resolution of the Commission of the Port of Port Townsend  
RESOLUTION FOR THE ADOPTION OF THE CAFETERIA PLAN**

On September 25, 2019, the Port of Port Townsend Commission met to discuss the implementation of the Flexible Benefits Plan to be effective retroactively to September 1, 2019. Let it be known that the following resolutions were duly adopted by the Port Commission and that such resolutions have not been modified or rescinded as of the date hereof:

**RESOLVED:** that the form of Cafeteria Plan, as authorized under Section 125 of the Internal Revenue Code of 1986, presented to this meeting is hereby adopted and approved and that the proper officers of the Port are hereby authorized and directed to execute and deliver to the Plan Administrator one (1) or more copies of the Plan; and

**RESOLVED:** that the Plan Year shall be for a period beginning on 9/1/2019 and ending on 8/31/2020; and

**RESOLVED:** that the Port shall contribute to the Plan amounts sufficient to meet its obligation under the Cafeteria Plan, as applicable, in accordance with the terms of the Plan Document and shall notify the Plan Administrator to which periods said contributions shall be applied; and

**RESOLVED:** that the proper officers of the Port shall act as soon as possible to notify employees of the adoption of the Cafeteria Plan by delivering to each Employee a copy of the Summary Plan Description presented to this meeting, which form is hereby approved.

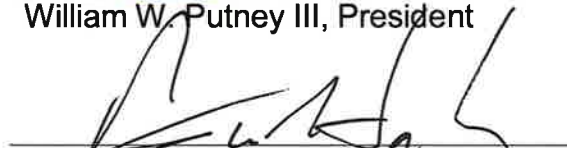
**NOW, THEREFORE BE IT HEREBY RESOLVED** by the Port Commission of the Port of Port Townsend that the undersigned certifies that attached hereto as Exhibits A and B respectively, are true copies of the Plan Document, and Summary Plan Description for the Port's Flexible Benefits Plan approved and adopted in the foregoing resolutions.

**ADOPTED this 25<sup>th</sup> day of September 2019 by the Commission of the Port of Port Townsend** and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.


**ATTEST:**

  
Stephen R. Tucker, Secretary

  
William W. Putney III, President

  
Peter W. Hanke, Vice President

**APPROVED AS TO FORM:**

  
Port Attorney

