

PORT OF COUPEVILLE

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REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Wednesday November 8th, 2017 at 10 AM
765 Wonn Road, Jim Davis House, Greenbank Farm, Greenbank, WA

Per Port of Coupeville Resolution 224, the regular meeting of the Board of Commissioners will be preceded by a work session at 9:45 AM

MINUTES

1. **WORK SESSION (9:45 – 10:00 AM):** Commission review of vouchers, payroll, and minutes.
2. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** Commissioners Mishasek, Commissioner Monroig, Commissioner Bell and Executive Director, Chris Michalopoulos were all present.
4. **CHANGES TO AGENDA** – Executive Session was tabled
5. **COMMISSIONER ACTION:**

5.1 Approval of minutes, payroll, and vouchers.

A. A Motion was made to approve the Minutes of October 11th, 2017. The Motion was passed unanimously.

B. A motion was made to approve the following vouchers, warrants, and electronic payment from October for payment:

Voucher (warrant) numbers: <u>11-1</u> through <u>11-28</u>	<u>\$16,545.24</u>
Payroll warrant numbers: <u>11-1</u> through <u>11-30</u>	<u>\$9,606.02</u>
Electronic payments dates: (No voucher numbers needed)	<u>\$3,114.96</u>
Total:	<u>\$29,266.22</u>

The Motion was passed unanimously.

6. PUBLIC COMMENT – Gerald Swanson of Greenbank, WA, shared dates and information on two upcoming events at the GF. The Lighting of the Tractor will be on November 25th, and “We Bought The Farm” celebration of the last bond payment on December 9th. Santa will be visiting the GF on all Saturdays leading up to Christmas.

7. FINANCIAL UPDATE

7.1 Financial Statement Through September 2017

Port Accountant, Donna Carter, discussed the Port’s finances through September 2017. Due to the timing of the meeting and Veteran’s Day Holiday, October’s Treasurer Report was delayed and not presented at this meeting.

8. EXECUTIVE DIRECTOR REPORT

8.1 The Executive Director discussed Port matters and answered questions from the Port Commissioners.

9. OLD BUSINESS

9.1 Action: Resolution #247 Event Fees, Discount Schedule, Farm Benefactor Definition
A motion was made to approve Resolution #247. The motion was passed unanimously.

9.2 Discussion: Draft Comprehensive Plan
A preliminary draft of the Comprehensive Plan was discussed. Feedback is to be solicited from the Commissioners and sent to CAI for consideration in a final draft.

9.3 Discussion: Presentations from prospective Unit C-103 Lessee Business Owners
Seaside & Sylvan presented their business plan to occupy Unit C-103. Seaside & Sylvan were chosen to sign a 1-year lease in Unit C-103.

9.4 Action: Sign letter of appreciation to FETCH
The letter was signed by all Commissioners.

9.5 Action: Resolution #248 Transfer of funds for bond principal and interest payment
A motion was made to approve Resolution #248. The motion was passed unanimously.

10. NEW BUSINESS

10.1 Introduction: Strategic Planning Workshop(s) to support Comp Plan (Commissioner Bell)

Commissioner Bell discussed the importance of conducting strategic workshops to support several approaches to executing against the Comp Plan. Commissioner Bell discussed the importance of the Philosophical Approach, how we treat our merchants, as well as a Physical Approach in how we execute against physical repairs. Commissioner Bell also discussed a Financial Approach in how we financially support projects and funding.

11. PRESIDING OFFICER'S REPORT – Commissioner Mishasek noted that his previous report on Hirst ruling did not appear to apply to Island County as there are no salmon streams in the county and that the Maxwellton watershed was not covered by ruling either.

12. COMMITTEE REPORTS

- Commissioner Mishasek discussed the current state of the EDC office and that an interim person is answering phones and supplying information. Commissioner Mishasek also discussed the Council of Government meeting where Skagit Valley College made a presentation on current program offerings.

- Commissioner Monroig discussed his meeting with the Greenbank Marsh Restoration Work Group and how they are wanting to progress forward. Commissioner Monroig also shared information from Island Regional Transportation Organization. He discussed their next call for projects will be April 2018. He also shared information that the IRTO is studying options for off-road projects.

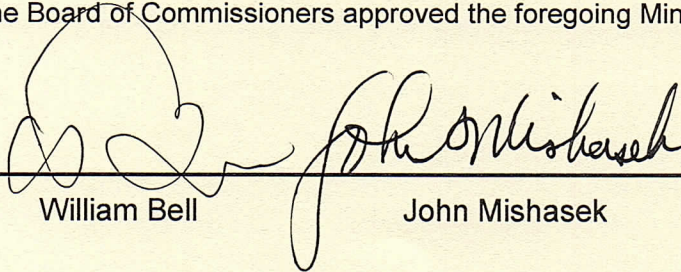
- Commissioner Bell did not attend the MRC Regional Meeting held on Camano Island.

13. EXECUTIVE SESSION

13.1 The Executive Session was tabled.

14. ADJOURN – A motion was made to adjourn the meeting at 11:19 AM

The Board of Commissioners approved the foregoing Minutes on December 13, 2017



A horizontal line is drawn across the page. Above the line, three handwritten signatures are present. From left to right: a signature for William Bell, a signature for John Mishasek, and a signature for Bob Monroig.

William Bell

John Mishasek

Bob Monroig

Next regular meeting: Wednesday, November 8th, 2017 at 10 AM at the Jim Davis House, Suite E, Greenbank Farm, Greenbank WA 98253, WA. Per Port of Coupeville Resolution 224 the meeting will be preceded by a work session at 9:45 AM