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SPECIAL COMPREHENSIVE SCHEME PLANNING WORKSHOP MEETING OF THE BOARD OF COMMISSIONERS

**Thursday, March 1, 2018, 9:30 a.m.
Jim Davis House, 765 Wonn Road Suite E, Greenbank Farm,
Greenbank, WA 98253**

NO Action will be taken at this workshop meeting

MINUTES

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

2. ROLL CALL Commissioner Mishasek, Commissioner Mostafavinassab, Executive Director Michalopoulos, Executive Assistant Tormey and Accountant Carter were all present. Commissioner Bell arrived 9:36 a.m.

3. COMMISSIONER WORKSHOP ON COMPREHENSIVE SCHEME. Public comment allowed.

3.1 Discussion: Comprehensive Scheme strategy

Executive Director Michalopoulos suggested reviewing the Port's highest priorities and related data. He stated he believes the wharf roof repair process needs to move forward. He added that a number of goals in the scheme have already been accomplished including the launch of a new Port website and social media efforts.

Commissioner Mishasek agreed and asked about the first priority in the project matrix. Executive Director Michalopoulos said the first project slated for the Rural County Economic Development Funds grant application is the Barn A roof repair at Green Bank Farm; followed by the Coupeville Wharf roof repair. The third project is the dredging of the Green Bank Farm Pond. He added that if the grant requires submission of only one project, the Barn A roof repair should be submitted.

Executive Director Michalopoulos said that the cost estimates for the projects will be approximately \$46,000 for the pond; \$16,000 for the barn roof; and \$10,000 for the wharf roof. He added that another future project the Port will need to plan for is the replacement of the fire suppression system at the Coupeville Wharf.

Commissioner Mishasek asked if the grant application content would address the project's connection to sustaining local jobs and if the Port would be prepared to make an in-person presentation if needed. Executive Michalopoulos replied that the Port application will address jobs and that he would be fully prepared to present in person if necessary.

Commissioner Bell said that the Port will need an alternate plan should grant funding not be procured for the projects. He asked how deep the intake pipe was in the pond. Executive Director Michalopoulos said the pipe is about four feet below the surface and the pond depth is about ten feet. He said the pipe is currently clear but due to increasing organic material build up in the pond, the project is important to complete within two years. He also added the project must be conducted during the summer, a peak time for events, because the pond will need to be drained and dried out for safe removal of materials.

Commissioner Bell said that it would be important to look at all Port projects from a long-term perspective so that the Port has a clear road map for the future and it should be conveyed to the public.

Executive Michalopoulos said that another project that must be addressed at Greenbank Farm is updating the electrical meters and lighting. He said that currently several tenants are using the same meter, and as a result, the Port is not able to attain an accurate reading so that tenants can be billed for their actual use of electricity. He stated that he is also exploring grant options with Puget Sound Energy to fund the replacement of inefficient and outdated exterior lighting at Green Bank Farm.

Commissioner Bell suggested that the Port continue to explore other grants and funding resources. Commissioner Mishasek added that it will be important to keep the public informed about the projects and the related funding needs and resources.

3.2 Discussion: CR&M Schedule of projects and funding options

Executive Director Michalopoulos asked for any further input on the schedule of projects or funding. He said the long-range repairs needed for the Coupeville Wharf will be a major project requiring significant resources.

3.3 Discussion: Tax Levy Lid Lift for Wharf on November Ballot

Commissioner Bell said that he and Executive Director Michalopoulos had recently completed four meetings regarding the proposed tax levy lift for the Coupeville Wharf project. He said all were productive. He added that the Port should consider obtaining legal support to assist with navigating the processes needed to initiate a tax levy lift. He also encouraged the Port to continue inviting public input on the proposal. He said a preliminary budget should be established to support the effort. In order to pass a tax levy, 60% approval would be needed from district voters. To proceed, he suggested the Port consider preparing a resolution for the next meeting.

Commissioner Mishasek requested the Port prepare a timeline for actions related to the tax levy lift proposal. Commissioner Mostafavinassab proposed that the Port obtain additional estimates on the projected costs for major repairs to the Coupeville Wharf.

4. GENERAL BUSINESS DISCUSSION

Executive Director Michalopoulos said that he would prepare a draft resolution for consideration at the March 14 meeting.

6. ADJOURN The meeting was adjourned at 10:54 a.m.

The Board of Commissioners approved the foregoing Minutes on (date), 2018.

William Bell

John Mishasek

Mohammad Mostafavinassab

**Next regular meeting: Wednesday, March 14, 2018, 10 a.m. at the Jim Davis House,
765 Wonn Road Suite E, Greenbank Farm, Greenbank, WA 98253**

**Posted to: Port of Coupeville Web Page -- www.portofcoupeville.org
United States Post Office – Coupeville, Washington
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Town of Coupeville – clerktreasurer@townofcoupeville.org**

03.1.2018/V1

PORT OF COUPEVILLE

ISLAND COUNTY, WASHINGTON

RESOLUTION NO. 251

A RESOLUTION of the Board of Commissioners of the Port of Coupeville, Island County, Washington, to request the Island County Auditor to include a Limited Proposition on the ballot for the General Election on November 6, 2018 requesting voter approval to temporarily increase the levy accorded to the Port for years 2019 through 2024.

WHEREAS, the Washington State District Port of Coupeville was formed in November, 1966 according to the law of the state (RCW 53.04) and, as such, is a special taxing district; and

WHEREAS, the main source of revenue for the Port of Coupeville is derived from the levy accorded to the Port from district property taxes; and

WHEREAS, the current levy has proven to be insufficient to support a rehabilitation project of the Historic Coupeville Wharf; and

WHEREAS, the law of the state (RCW 84.55.050) provides taxing districts the opportunity to place before the voters of the taxing district in a general election a Limited Proposition authorizing an increase in the regular property tax levy; and

WHEREAS, the law of the state (RCW 53.36.020) limits the levy of a port district to forty-five (45) cents per thousand dollars of the assessed valuation of taxable property within the district; and

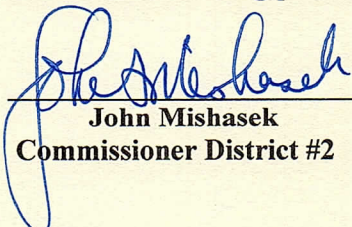
WHEREAS, the current levy accorded to the Port of Coupeville is only \$0.179 cents per thousand dollars; and

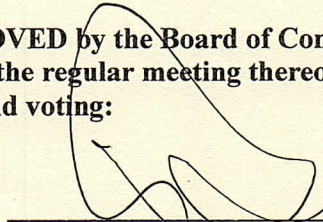
WHEREAS, an increase over the current levy of twelve (12) cents per thousand dollars is estimated to provide an amount sufficient to cover rehabilitation of the Historic Coupeville Wharf; and

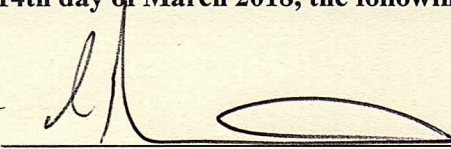
WHEREAS, the current levy accorded to the Port of Coupeville has never experienced a levy increase in a General Election; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Commissioners of the Port of Coupeville, Island County, Washington, that a request be made to the Auditor of Island County to place upon the ballot in the General Election on November 6, 2018 a Limited Proposition to increase the levy for the Port by twelve (12) cents per thousand dollars for the years 2019 through 2024.

ADOPTED and APPROVED by the Board of Commissioners of the Port of Coupeville, Island County, Washington, at the regular meeting thereof this 14th day of March 2018, the following commissioners being present and voting:


John Mishasek
Commissioner District #2


William Bell
Commissioner District #1


Mohammad Mostafavinassab
Commissioner District #3