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## **REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**Wednesday March 11, 2020 at 10 AM at 765 Wonn Road, Jim Davis  
House, Greenbank, WA 98253**

**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 a.m.):** Commission review of vouchers, payroll, and minutes.

**2. CALL TO ORDER and PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Commissioner David Day, Commissioner John Mishasek, Commissioner Mohammad Mostafavinassab, Executive Director Chris Michalopoulos, Accountant Dawn Wilson, Kellie Tormey, and Katie Wells were present.

**4. CHANGES TO AGENDA**

**5. COMMISSIONER ACTION**

5.1 Approval of minutes (February), payroll, and vouchers.

- A. Commissioner Mohammad Mostafavinassab moved to approve the following vouchers, payroll, and electronic payment from February for payment. **Motion was seconded and passed unanimously.**

Voucher (warrant) numbers: 20-0201 through 20-2029

**\$35,782.49**



Payroll warrants:	<u>\$15,064.27</u>
Electronic payments dates: (No voucher numbers needed)	<u>\$4,335.34</u>
Total Payables:	<u>\$55,182.10</u>

- B. Commissioner John Mishasek moved to approve the Meeting Minutes of February 12, 2020. **Motion was seconded and passed unanimously.**

## 6. SPECIAL PRESENTATION: Jim Blumenthal – Financial Lending Options

Jim Blumenthal, with Mark Nelson & Co. in Seattle, provided an overview of different financial lending options to the Commissioners. Short-term versus long-term lending was discussed, with Mr. Blumenthal answering Commissioner questions.

## 7. PUBLIC COMMENT

- Joe Gunn, owner of Whidbey Pies, expressed his interest to Port commissioners in renewing his lease for the commercial kitchen. He also noted that the café is currently for sale, offers are being entertained, but no decision has been made.

**The public comment section was closed.**

## 8. FINANCIAL UPDATE

### 8.1 Financial Update

Accountant Dawn Wilson shared two reports: profit-loss and budget-vs.-actual.

## 9. EXECUTIVE DIRECTOR REPORT

Executive Director Chris Michalopoulos share his report with the Commissioners and answered questions.

## 10. OLD BUSINESS

### 10.1 Discussion: Coupeville Wharf Stove Pipe Replacement

Executive Director Michalopoulos and the Commissioners discussed the Coupeville wharf stove pipe repairs and/or replacement.

### 10.2 Discussion: Wharf Rehabilitation Project Update

Executive Director Michalopoulos gave an update of the wharf rehabilitation project to the Commissioners.



### 10.3 Discussion: Greenbank Farm Survey Update

Kellie Tormey gave the Commissioners an update of the Greenbank Farm Survey.

### 10.4 Discussion: Broadband Feasibility Study Update

Commissioner Mishasek provided an update of the broadband feasibility study.

### 10.5 Discussion: Solar Pea Patch Update

Executive Director Michalopoulos discussed the solar pea patch with the Commissioners.

### 10.6 Action: Resolution #272 Port of Coupeville Amended Bylaws

Commissioner David Day moved to amend the Port of Coupeville Bylaws in order to hold a second public meeting on the 4<sup>th</sup> Wednesday of every month at 6:00 p.m. **Motion was seconded and passed unanimously.**

### 10.7 Action: Approval MSA Mammal Monitoring Contract

Commissioners took no action and discussed the timing of the Mammal Monitoring.

## 11. NEW BUSINESS

### 11.1 Action: Resolution #270 Coupeville Wharf RCEDF Grant Application

Commissioner Day motioned to approve Resolution #270 Coupeville Wharf RCEDF Grant Application. **Motion was seconded and passed unanimously.**

### 11.2 Action: Resolution #271 Greenbank Farm RCEDF Grant Application

Commissioner Day motioned to approve Resolution #270 Greenbank Farm RCEDF Grant Application. **Motion was seconded and passed unanimously.**

## 12. PRESIDING OFFICER'S REPORT

Commissioner Mostafavinassab had nothing to report.

## 13. COMMITTEE REPORTS

Commissioner Mostafavinassab reported that the IRTPO meeting was cancelled

Commissioner Mishasek discussed his meeting with the Council of Governments.



#### 14. COMMISSIONER DISCUSSION

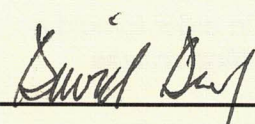
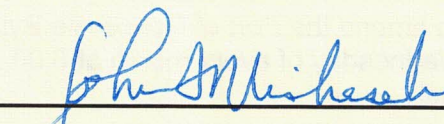
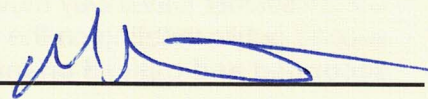
Commissioners discussed holding a second meeting in March. Commissioner David Day moved to cancel the second March meeting on Wednesday, March 25, 2020. **Motion was seconded and passed unanimously.**

Commissioners further discussed the different financial lending options. Commissioner Day moved to give direction to Executive Director Michalopoulos to move forward in obtaining a general obligation bond. **Motion was seconded and passed unanimously.**

#### 15. ADJOURN

The meeting adjourned at 1:54 PM

*The Board of Commissioners approved the foregoing Minutes on (April 8, 2020).*

  
\_\_\_\_\_  
David Day  
\_\_\_\_\_  
John Mishasek  
\_\_\_\_\_  
Mohammad Mostafavinassab

**Next regular meeting: Wednesday, April 8, 2020, 10 AM at Masonic Lodge, 804 Main Street Coupeville, WA 98239**

**Per Port of Coupeville Resolution 224 the meeting will be preceded by a work session at 9:45 AM.**

**Posted to:** Port of Coupeville Web Page -- [www.portofcoupeville.org](http://www.portofcoupeville.org)  
United States Post Office – Coupeville & Greenbank, Washington  
Whidbey News Times – [editor@whidbeynewsgroup.com](mailto:editor@whidbeynewsgroup.com)  
Town of Coupeville – [clerktreasurer@townofcoupeville.org](mailto:clerktreasurer@townofcoupeville.org)

**3.11.20/V2**