



P.O. Box 128, Greenbank, WA 98253 / 765 Wonn Road, Greenbank, WA 98253  
Telephone: (360) 222-3151, Fax: (360) 222-3484

## **SPECIAL MEETING/HEARING OF THE BOARD OF COMMISSIONERS**

**Tuesday, November 1<sup>st</sup>, 2022, 6:00 PM Via ZOOM Conference Call as well as our physical meeting space at 765 Wonn Road, Jim Davis House, Greenbank, WA 98253.**

**ZOOM Conference Will Be Used. Please Call in Using the Link/Credentials Below:**  
<https://us02web.zoom.us/j/4715329291?pwd=SnZFZmZ0cDBKd3dVYWNoNUpQcWRhdz09>

**Passcode: TA2008**

**Dial In By Phone: 1 (669) 900-6833**

**Meeting ID: 471 532 9291 Passcode: 896163**

**Per Port of Coupeville Resolution #224, the regular meeting of the Board of Commissioners will be preceded by a work session at 5:45 PM**

### **MINUTES**

- 1. CALL TO ORDER HEARING FOR 2023 BUDGET AND UPDATE TO THE COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

Commissioner David Day, Commissioner John Mishasek, Commissioner John Callahan, Executive Director Chris Michalopoulos, Port Accountant Dawn Wilson, Port Community Administrative Specialist Narissa Davis.

- 4. CHANGES TO AGENDA**

**No changes to special hearing agenda.**

- 5. COMMUNITY INPUT:** *This time is set aside for members of the public to speak to the Board regarding subjects of concern, interest, or items on the agenda. The Board will take all information under advisement, but generally will not take any action unless it is emergent in nature. To ensure your comments are recorded, please state your name and city of residence. Please limit comments to five minutes. If you have any documents to present to the Board, please hand them to the Port Executive Director prior to speaking.*

**No public comment.**

## 6. OLD BUSINESS

### 6.1 Discussion: Preliminary Budget and Capital Finance Plan Review

The Board discussed the Preliminary Budget and Capital Finance Plan. Identified several portions of the plan to be edited by Accountant Wilson prior to next meeting for approval. IDD packet will need to be approved and submitted no later than November 28, 2022.

### 6.2 Discussion: Comprehensive Scheme of Harbor Improvements Draft Review

The Board reviewed details of the Comprehensive Scheme of Harbor Improvements draft and identified updated information will need to be added. The dates the draft has been updated will also need to be reflected on plan.

### 6.3 Discussion: Resolution #293 – Amending Comprehensive Scheme of Harbor Improvements

The Board discussed Resolution #293 and found no issues, had no questions, or comments. This resolution will need to reflect newly elected Commissioner John Callahan.

### 6.4 Action: Resolution #294 – Collection of an Industrial Development District (IDD) Levy for 2023

The Board discussed Resolution #294 and no changes needed. This resolution will be ready for approval during the upcoming regular meeting.

### 6.5 Discussion: Resolution #296 – 2023 Budget Levy Approval

The Board discussed Resolution #296 in detail and was informed by Executive Director Michalopoulos and Accountant Wilson, this budget will need to reflect anticipated dollar amounts to ensure the funds are accounted for and approved.

## 7. COMMUNITY INPUT – *This time is set aside for members of the public to speak to the Board regarding subjects of concern, interest, or items on the Agenda. The Board will take all information under advisement, but generally will not take any action unless it is emergent in nature. To ensure your comments are recorded, please state your name and city of residence. Please limit comments to 5 minutes. If you have any documents to present to the Board, please email them to the Port Executive Director prior to the meeting.*


## 8. ADJOURN

Meeting adjourned at 7:18 PM



David Day (Dec 20, 2022 10:34 PST)

David Day, Vice President  
Commissioner District 1



John Mishasek (Dec 16, 2022 17:23 PST)

John Mishasek, President  
Commissioner District 2



John K Callahan Jr (Dec 20, 2022 10:13 PST)

John Callahan, Secretary  
Commissioner District 3

**Next Public Hearing: Wednesday, November 9<sup>th</sup>, 2022 at 10:00 a.m. Via ZOOM Conference as well as our physical meeting space at 765 Wonn Road, Jim Davis House, Greenbank, WA 98253.**

**Please Call in or Participate Via the Link Below:**

**Join ZOOM via Internet:**

**<https://us02web.zoom.us/j/4715329291?pwd=SnZFZmZOCDBKd3dVYWNoNUpQcWRhdz09>**

**with Passcode: TA2008**

**Dial in By Phone: +1 (253) 215-8782**

**Meeting ID: 471 532 9291 with Passcode: 896163**

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

**11.01.2022/V2**






# MINUTES POC MEETING 1 November 2022 V2

Final Audit Report

2022-12-20

Created:	2022-12-15
By:	Administrative Specialist (adminassistant@portofcoupeville.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAARm5UTEXqz5Ti2JEMmeIYhdyQ7To9s1m

## "MINUTES POC MEETING 1 November 2022 V2" History


-  Document created by Administrative Specialist (adminassistant@portofcoupeville.org)  
2022-12-15 - 11:14:44 PM GMT- IP address: 66.235.71.5
-  Document emailed to commissioner1@portofcoupeville.org for signature  
2022-12-15 - 11:15:37 PM GMT
-  Document emailed to commissioner2@portofcoupeville.org for signature  
2022-12-15 - 11:15:37 PM GMT
-  Document emailed to commissioner3@portofcoupeville.org for signature  
2022-12-15 - 11:15:38 PM GMT
-  Email viewed by commissioner2@portofcoupeville.org  
2022-12-17 - 1:23:02 AM GMT- IP address: 73.181.188.105
-  Signer commissioner2@portofcoupeville.org entered name at signing as John S Mishasek  
2022-12-17 - 1:23:40 AM GMT- IP address: 73.181.188.105
-  Document e-signed by John S Mishasek (commissioner2@portofcoupeville.org)  
Signature Date: 2022-12-17 - 1:23:42 AM GMT - Time Source: server- IP address: 73.181.188.105
-  Email viewed by commissioner3@portofcoupeville.org  
2022-12-20 - 6:05:16 PM GMT- IP address: 24.143.82.61
-  Signer commissioner3@portofcoupeville.org entered name at signing as John K Callahan Jr  
2022-12-20 - 6:13:11 PM GMT- IP address: 24.143.82.61
-  Document e-signed by John K Callahan Jr (commissioner3@portofcoupeville.org)  
Signature Date: 2022-12-20 - 6:13:13 PM GMT - Time Source: server- IP address: 24.143.82.61

 Email viewed by commissioner1@portofcoupeville.org

2022-12-20 - 6:33:41 PM GMT- IP address: 67.168.64.47

 Signer commissioner1@portofcoupeville.org entered name at signing as David Day

2022-12-20 - 6:34:19 PM GMT- IP address: 67.168.64.47

 Document e-signed by David Day (commissioner1@portofcoupeville.org)

Signature Date: 2022-12-20 - 6:34:21 PM GMT - Time Source: server- IP address: 67.168.64.47

 Agreement completed.

2022-12-20 - 6:34:21 PM GMT