



2017 Motion Index

Index of Motions Passed at all 2017 Port of Kingston Commission Meetings

Special Meeting Date: January 23, 2017	
Agenda Item:	Motion:
	No Motions Passed - Executive Session Only.
Regular Meeting Date: January 25, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Consent Agenda	Approve Consent Agenda as Amended.
Resolution No. 01-01-2017 - Resolution to Cancel Warrant #31880	To approve Resolution No. 01-01-2017 cancelling Warrant #31880.
Resolution No. 01-02-2017 - Resolution to Adopt Revised Commission Meeting Schedule	To adopt Resolution No. 01-02-2017 adopting the revised Commission Meeting Schedule, as written, and effective as of the next Regular Meeting of the Commission scheduled for Wednesday, February 22nd, 2017.
Resolution No. 01-03-2017 - Resolution to Adopt Employee Achievement Bonus Award Program	To approve Resolution No. 01-03-2017, a Resolution adopting the Employee Achievement Bonus Award Program.
Adjourn	To adjourn Meeting at 8:46 p.m.
Special Meeting Date: February 6, 2017	
Agenda Item:	Motion:
Covered Moorage Roof Repair Project - Present Board with Financing Proposals for Review and Selection of Lender	To authorize the Executive Director to pursue securing financing services for the Covered Moorage Roof Repair Project through Kitsap Bank.
Hill House Residential Lease - Present Board with Lease Applicant Materials for Approval	To authorize the Executive Director to finalize and execute the Residential Lease of the Hill Property.
Board Discussion - Consultant Services for Sediment Analysis for Carpenter Creek Project	To authorize the Executive Director to engage Mott McDonald to provide consultant services for an assessment of potential effects to the marina as a byproduct of the Carpenter Creek Project.
Adjourn	To adjourn Meeting at 10:00 a.m.
Regular Meeting Date: February 22, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Consent Agenda	Approve Consent Agenda as Amended.

Regular Meeting Date: February 22, 2017 Continued	
Resolution No. 02-01-2017 - Resolution to Surplus Port Assets: Hill House Washing Machine and Dryer	To approve Resolution No. 02-01-2017 to surplus Port Assets from Hill House, to include 1 Maytag "Ensignia" Clothes Washer, and 1 Whirlpool "Supreme" Clothes Dryer, as amended.
Discussion on Potential Capital Projects	To Approve Executive Director to engage AMO Construction and Pacific Environmental Services Company and execute Contract for Services, respectively, as presented.
Kingston Farmer's Market - 2017-2019 Operating Agreement	To approve Executive Director to execute the Operating Agreement with Kingston Farmer's Market for 2017-2019 as amended.
	Extend Executive Session by 30 minutes at 3:58 p.m.
	Extend Executive Session by 30 minutes at 3:55 p.m.
	Commissioners authorize Executive Director to negotiate settlement for litigated case.
Adjourn	To adjourn Meeting at 4:29 p.m.
Special Meeting Date: February 28, 2017	
Agenda Item:	Motion:
Discussion with John Rose of OPG - Discuss Port Working with OPG in 2017	To authorize the Executive Director to research the expansion of Port District boundaries and the annexation of Port Gamble for potential addition of a Ballot Measure for the November 2017 Ballot.
Payment of Sanctions and Attorney Fees - Brewster v. Port of Kingston	To Authorize the Executive Director to proceed with payment of sanctions and attorney fees.
	Motion withdrawn - Commissioner, Walt Elliott
	To authorize the Executive Director to proceed with processing of Warrant to satisfy judgement for sanctions and attorney's fees, and to deliver check subject to confirmation, either by lapse of time or other enforceable agreement with plaintiff, that there would be no appeal.
Adjourn	To adjourn Meeting at 10:14 a.m.
Regular Meeting Date: March 22, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as amended.
Consent Agenda	Approve Consent Agenda as written.

Regular Meeting Date: March 22, 2017 Continued	
Resolution No. 03-01-2017 - Resolution to Authorize LTGO Bond	To Approve and Adopt Resolution No. 03-01-2017, a Resolution Authorizing \$1.2 Million-Dollar LTGO Bond.
Adopt Post-Issuance Compliance Policy for Governmental Bonds	To adopt Post-Issuance Compliance Policy for Governmental Bonds as written.
Resolution No. 03-02-2017 - Resolution to Restructure Port Bond Funds	To Approve and Adopt Resolution No. 03-02-2017, as Resolution to Restructure Port Bond Funds.
Approval of Kingston Cove Yacht Club Lease	To approve Kingston Cove Yacht Club Lease Agreement as presented and authorize Executive Director to execute Lease with KCYC.
Port Policy Updates - Port Conduct of Business	To approve and adopt revisions to Port Policy on Port Conduct of Business as amended.
Adjourn	To adjourn Meeting at 3:08 p.m.
Special Meeting Date: April 4, 2017	
Agenda Item:	Motion:
Audio Minutes Only.	Audio Minutes Only.
Special Meeting Date: April 18, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Adjourn	To adjourn Meeting at 10:08 a.m.
Regular Meeting Date: April 26, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as amended.
Consent Agenda	Approve Consent Agenda as written.
Contracts for Office Expansion/Remodel	Authorize Executive Director to prepare and execute contracts for the three vendors above.
Proposed Operating and Capital Budget Amendments for 2017	Authorize proposed amendments to the Operating Expenses and Capital Budget.
Annual Review and Evaluation of Executive Director	To increase salary of Executive Director to \$105,000 per year.
Adjourn	To adjourn Meeting at 3:54 p.m.
Special Meeting Date: May 9, 2017	
Agenda Item:	Motion:
Kingston Road Culvert Project: Settlement of Pollution Control Hearing of Appeal	Approve the Stipulation and Agreed Motion to Dismiss as provided by Port Legal Counsel.
Personnel: Employee Severance Package	Authorize Executive Director to negotiate and complete an employment separation agreement.
Adjourn	To adjourn Meeting at 10:20 a.m.

Regular Meeting Date: May 24, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Consent Agenda	Approve Consent Agenda as amended.
Resolution No. 05-01-2017 - Resolution to Cancel Warrant #31822	To approve Resolution No. 05-01-2017 cancelling Warrant #31822
Resolution No. 05-02-2017 - Resolution to Cancel Warrant #32256	To approve Resolution No. 05-02-2017 cancelling Warrant #32256
Resolution No. 05-03-2017 - Resolution to Cancel Warrant #32289	To approve Resolution No. 05-03-2017 cancelling Warrant #32289
Discussion - Port Sponsorship of Welcome to Kingston Sign	Authorize Executive Director to commit the Port to a contribution of \$20k plus matching donor funds, under the condition that if forecasted maintenance costs for the sign become excessive, that the Port's contribution commitment can be reassessed.
Adjourn	To adjourn Meeting at 2:55 p.m.
Special Meeting Date: June 20, 2017	
Agenda Item:	Motion:
Vessel "Kingston Express" - Review of Buyer Offer for Potential Sale of Vessel	Authorize Executive Director to continue negotiations with Trident LLC to include counter-offers at the amount agreed upon in open session.
Adjourn	To adjourn Meeting at 10:22 a.m.
Regular Meeting Date: June 28, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Consent Agenda	Approve Consent Agenda as written.
Adjourn	To adjourn Meeting at 2:16 p.m.
Regular Meeting Date: July 26, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Consent Agenda	Approve Consent Agenda as written.
Marina Host - Approval of Service Agreement & Marina Host Guide	To Approve Marina Host Service Agreement and Marina Host Guide, and authorize Executive Director to move forward with addition of the Marina Host position.
Adjourn	To adjourn Meeting at 3:49 p.m.
Regular Meeting Date: August 23, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Consent Agenda	Approve Consent Agenda as written.

Regular Meeting Date: August 23, 2017 Continued	
Communications Coordinator - Approval of New Staff Position	To authorize Executive Director to move forward with the creation of the Communications Coordinator position with a salary of \$24k per year.
Port Office Expansion Project - Approve Contract for Homeland Construction Company, Inc.	To approve Contract Agreement as amended, and authorize Executive Director to engage Homeland Construction Company, Inc. for the build phase of the Port Office Expansion Project.
Adjourn	To adjourn Meeting at 3:03 p.m.
Special Meeting Date: September 20, 2017	
Agenda Item:	Motion:
Discussion on Port Legal Contract	Authorize Executive Director to move forward with posting RFP for Legal Services, including the development of a schedule that meets the current needs of the Port.
Regular Meeting Date: September 27, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as amended.
Consent Agenda	Approve Consent Agenda as written.
Staff Comments	To change and move the Regular Meeting of the Commission scheduled for Wednesday, October 25th, 2017 at 1:00pm; to now be scheduled as a Special Meeting of the Commission, to be held on Tuesday, October 24th, 2017 at 2:00 p.m., directly following the 1:00 p.m. Public Hearing on the proposed 2018 Budget.
Adjourn	To adjourn Meeting at 2:57 p.m.
Special Meeting Date: October 10, 2017	
Agenda Item:	Motion:
Resolution No. 10-01-2017 - Resolution to Surplus Port Assets	Approve and adopt Resolution No. 10-01-2017, a Resolution to surplus Port assets granting authority to the Executive Director to set values and dispose of Port assets.
Adjourn	The Special Meeting of the Commission Adjourned at 10:06 a.m.
Special Meeting Date: October 17, 2017	
Agenda Item:	Motion:
Amendment to Vessel Listing Agreement - Vessel Kingston Express	Authorize Executive Director to negotiate lower price on sale of vessel "Kingston Express" to \$375,000.

Special Meeting Date: October 17, 2017 Continued	
Adjourn	The Special Meeting of the Commission Adjourned at 10:53 a.m.
Special Meeting Date: October 24, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as presented.
Consent Agenda	Approve Consent Agenda as amended.
Resolution No. 10-02-2017 - Resolution Adopting 2018 Budget	Adopt Resolution No. 10-02-2017, adopting the 2018 Budget Assumptions as amended, and adopting the 2018 Budget as presented.
Resolution No. 10-03-2017 - Resolution Adopting 2018 Capital Budget	Adopt Resolution No. 10-03-2017, a Resolution adopting the 2018 Capital Budget as presented.
Resolution No. 10-04-2017 - Resolution Adopting 2018 Commissioners Rate Schedule	Adopt Resolution No. 10-04-2017, a Resolution adopting the 2018 Commissioners Rate Schedule as presented.
Resolution No. 10-05-2017 - Resolution Approving Tax Levy Increase	Adopt Resolution No. 10-05-2017, a Resolution adopting the 2018 Tax Levy Increase, and approve the 2018 Levy Certification as presented.
Staff Comments	To change and move the Regular Meeting of the Commission scheduled for Wednesday, November 22 nd , 2017 at 1:00pm; to now be scheduled as a Special Meeting of the Commission, to be held on Wednesday, November 21 st , 2017 at 1:00 p.m.
Adjourn	To adjourn Meeting at 2:35 p.m.
Special Meeting Date: November 14, 2017	
PENDING	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Adjourn	To adjourn Meeting at 10:30 a.m.
Special Meeting Date: November 21, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as presented.
Consent Agenda	Approve Consent Agenda as supplemented by additional Warrants numbered 32809-32833.
Financial Report - October 2017	To approve October 2017 Financial Report as corrected by Hearthstone CPA Group.
Authorize Executive Director to Accept WPPA Board Nomination as Board Treasurer	Authorize Executive Director to accept nomination to the WPPA Executive Committee as Board Treasurer.

Special Meeting Date: November 21, 2017 Continued	
Resolution No. 11-01-2017 - Resolution Authorizing Expense of Funds: 2017 Employee Appreciation Event	Adopt Resolution No. 11-01-2017, a Resolution authorizing expense of Port funds for the 2017 Employee Appreciation Event.
Amendment to Vessel Listing Agreement - Vessel "Kingston Express"	Approve amendment to Vessel Listing Agreement for vessel "Kingston Express" as written by Pinnacle Marine, lowering the listing price to \$299,500.
Possible Action: <i>Action was taken on items discussed in Executive Session held per RCW 42.30.110(1)(i). Action was taken in open session.</i>	Authorize Executive Director to execute Engagement Letter contracting DS Forensics, Inc. on behalf of the Port.
Staff Comments	To change and move the Regular Meeting of the Commission scheduled for Wednesday, December 27 th , 2017 at 1:00pm; to now be scheduled as a Special Meeting of the Commission, to be held on Wednesday, December 20 th , 2017 at 1:00 p.m.
Adjourn	To adjourn Meeting at 2:35 p.m.
Special Meeting Date: December 12, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as written.
Adjourn	To adjourn Meeting at 2:33 p.m.
Special Meeting Date: December 20, 2017	
Agenda Item:	Motion:
Approval of Agenda	Approve Agenda as amended.
Consent Agenda	Approve Consent Agenda as modified.
Financial Report - November 2017	To accept November 2017 Financial Report as presented.
Approve 2018 Commission Meeting Schedule	Authorize Executive Director to accept nomination to the WPPA Executive Committee as Board Treasurer.
Covered Moorage Roof Replacement Project - Board Review of Change Orders Submitted by SeaLevel Bulkhead Builders	Adopt Resolution No. 11-01-2017, a Resolution authorizing expense of Port funds for the 2017 Employee Appreciation Event.
2018 Capital Budget Amendments	Approve amendment to Vessel Listing Agreement for vessel "Kingston Express" as written by Pinnacle Marine, lowering the listing price to \$299,500.
Port Personnel Policy - Amend Policy to Include Float Day for Port Employees	
Election of 2018 Board Officers - Board Chair, Board Vice Chair and Board Secretary	
Election of 2018 WPPA Trustee Representative	

Special Meeting Date: December 20, 2017 Continued

Possible Action: <i>Action was taken on items discussed in Executive Session held per RCW 42.30.110(1)(g). Action was taken in open session.</i>	Approve the Port engage Chmelik Sitkin & Davis, PS as Port Legal Counsel.
Adjourn	To adjourn Meeting at 3:32 p.m.