



Serving what matters today, with a view for tomorrow.

**Port of Kingston Board of Commissioners
Regular Meeting
Minutes**

July 22, 2020 – 1:00 p.m.

Meeting called by: Port of Kingston Commissioners
Type of meeting: Regular Meeting
Location: Zoom Remote Meeting

Commissioners Present
Steve Heacock
Mary McClure
Laura Gronnvoll

Staff Present
Greg Englin
Tarrah Dofelmier
Julia Hustler

Public Present
Carolyn Lake
Wendie McDonald

1. CALL TO ORDER

July 22, 2020 Regular Meeting called to order by Commissioner Heacock at 1:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

Motion: Approve July 22, 2020 Regular Meeting Agenda

Moved: Commissioner McClure with the following correction: Insert agenda item #7 Commissioner and Staff Comments

Second: Commissioner Gronnvoll

Vote: Pass 3-0

4. PUBLIC COMMENT:

None

5. CONSENT AGENDA:

These matters are routine and will be enacted by one motion of the Commission with no separate discussion. If discussion is desired, that item may be removed from the Consent Agenda by a Commissioner.

- a. Approve June 24, 2020 Regular Meeting Minutes
- b. Approve July 14, 2020 Special Meeting Minutes



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c. Warrants – June 2020

Motion: Approve July 22, 2020 Consent Agenda

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0

6. ACTION ITEMS:

- 1. Approve Resolution 07-03-2020 to amend resolution 07-31-2019 declaration of support for the Kingston regional stormwater project and intent to enter into an easement agreement with Kitsap County to add easement terms and conditions.**

Executive Director Englin reported that Port staff in concert with Kitsap County have met over the last two years to discuss a regional stormwater facility at the Kingston sub basin. Resolution 07-03-2020 is a declaration of support for the regional stormwater program and its terms and conditions, which amends the original resolution. The easement agreement with Kitsap County is a win-win for the County, the Port of Kingston and the Kingston community, as it will reduce the barrier for development in the sub-basin.

Commissioners and staff discussed legal compliance. Executive Director Englin confirmed that this resolution has been vetted by the Port's legal team.

Motion: Approve Resolution 07-03-2020 amend resolution 07-31-2019 declaration of support for the Kingston regional stormwater project and intent to enter into an easement agreement with Kitsap County to add easement terms and conditions.

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0

7. STAFF & COMMISSIONER COMMENTS

A. Commissioner Comments

Commissioner Gronnvoll reported she attended the Washington Public Ports (WPPA) Commission Seminar on State Carbon Policy. The seminar highlighted the benefits of airplane and vehicle electric engine conversion. She recommended the Port look into installing EV charging stations.



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Commissioner Gronnvoll attended the Washington Economic and Revenue Forecast Council Update. The Meeting highlighted the state of economic recovery, current unemployment rates & tax revenues.

Commissioner Heacock attended the WPPA Commissioner Seminar. He emphasized the importance of this seminar because Ports are all about transportation and connectivity. He discussed the potential for rural and small regional airports becoming hubs for larger airports and the effect that will have on their carbon footprint. At the meeting, state representatives discussed funding concerns due to Initiative I-976, an initiative that would cap taxes on certain cars. The state is looking at establishing user fees for electric vehicles to offset wear and tear on the roadways. The meeting also covered Cap and Trade and transportation funding for the future. The WPPA has established a committee to look into these topics further.

Commissioner Heacock attended a recent meeting with Chris Ifland and Mark Libby. Chris and Mark are developing a transportation methodology with the cameras funded by the Port and they are doing a stand-up job addressing transportation problems. They've recruited a group of volunteers and are in the process of training them.

Commissioner Heacock reported he attended the Hwy 104 Lindvog Ferry Holding Lot partners meeting and he was pleased with the presentation.

Commissioner McClure discussed the challenges of transportation funding and the current climate toward government taxes

B. Staff Comments

Harbormaster Carpenter reported marina tenants are staying on top of their moorage. The guest dock has been full the last couple weeks and looks promising into the future. Staff has been reaching out to customers to ensure the guest dock stays full. Harbormaster Carpenter reported the Port is receiving a large number of visitors on the weekends despite the pandemic.

Executive Assistant Dofelmier reported on progress made on the BIG and ALEA grant submittals. She added, the Port will need to hold a special meeting to approve the resolutions required for the grant application. She reported she is working on the Port's Budget timeline and the State of the Port newsletter.



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Controller Hustler reported that training is going well, and she is making progress while getting accustomed to bank processes & warrants.

Executive Director Englin reported on the following items:

- The RCO grant applications for the restroom replacement project are moving forward. He is working with Marc Horton from Washington Project Consultants and Kim Sellers from RCO on the application process for the BIG and ALEA grants.
- Executive Director Englin is working with Don Olmstead from the Department of Natural Resources on the Port management agreement and accessing the merged lands.
- Port staff are meeting regularly with Kitsap County regarding the Stormwater project and it is moving forward rapidly.
- Executive Director Englin expressed thanks to the commissioners for being the catalyst in obtaining funding for the SR104 Lindvog Ferry Holding Lot project.
- The County will host a SR104 Lindvog Ferry Holding Lot community meeting in August and the Commissioners are encouraged to attend.
- Executive Director Englin is working to survey existing assets and order a title search to ensure all properties are clear and documented.
- The Port strategic plan review and budget kickoff will be coming up in September.

Commissioner McClure inquired about plans to hire a consultant to assist with the Port strategic plan and whether or not a request for qualification (RFQ) would be required. She added she would like to be involved in future discussions on the scope and strategy.

8. PUBLIC COMMENT:

Carolyn Lake commented it is good to see Greg at the helm and added he was a good choice on the commissions part.



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9. NEXT REGULAR MEETING

August 26, 2020 at 6:30 p.m.

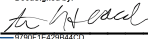
10. ADJOURN

Motion: Adjourn July 22, 2020 Regular Meeting at 1:55 p.m.

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0

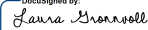
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Steve Heacock, Commissioner

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Mary McClure, Commissioner

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Laura Gronnvoll, Commissioner

Attest:

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Executive Director, Greg Englin