



Serving what matters today, with a view for tomorrow.

Port of Kingston Board of Commissioners Regular Meeting Agenda

September 28th, 2022, at 1:00 p.m.

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

A. In Person:
Kingston Cove Yacht Club
25815 Washington Blvd NE,
Kingston, WA 98346

B. Virtual via Zoom:
Join Zoom Meeting
<https://us02web.zoom.us/j/83120779794>
Meeting ID: 831 2077 9794
Dial by your location
1 253 215 8782 US (Tacoma)

Welcome to the September 28, 2022, Regular Meeting of the Port of Kingston Commission. Comments from those in attendance will be allowed upon recognition of the Chair. Please identify yourself by stating your name.

If you would like to be added to the agenda for a future meeting, please contact the Port Office at least one week prior to the regularly scheduled meeting. Please submit your documents and/or presentations at the time of your request.

This is a preliminary agenda and is subject to change.

Agenda Topics

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**



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4. PUBLIC COMMENT

Citizens may address the Commission regarding any item related to Port business, including items on the agenda.

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 August 24, 2022, Regular Meeting Minutes
- B. Approve August 2022 Warrants and EFT Payments

6. ACTION ITEMS

- A. Approve - RESOLUTION NO. 2022-09-14-01 - PURCHASE AND INSTALLATION OF UNL and DSL SPILL BUCKETS

7. DISCUSSION ITEMS

- A. Comprehensive Plan Rezoning - update

8. FINANCIAL REPORT

9. PUBLIC COMMENT

Citizens may address the Commission regarding any item related to Port business, including items on the agenda.

10. COMMISSIONER REPORTS

11. STAFF REPORTS

12. NEXT REGULAR MEETING: Wednesday October 26th, 2022, at 6:30 p.m. Hybrid

13. ADJOURN



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**PORT OF KINGSTON
REGULAR MEETING
August 24, 2022; 1:00pm
Meeting Minutes**

NAME		INI.	EMAIL	TELEPHONE	CELLULAR
Regular Attendees					
Greg Englin	<input checked="" type="checkbox"/>		grege@portofkingston.org		
Steve Heacock	<input checked="" type="checkbox"/>		steveh@portofkingston.org		
Laura Gronnvoll	<input checked="" type="checkbox"/>		laurag@portofkingston.org		
Mary McClure	<input checked="" type="checkbox"/>		marymc@portofkingston.org		
Audra Trainer	<input type="checkbox"/>		audrat@portofkingston.org		
Kris Williams	<input checked="" type="checkbox"/>		krisw@portofkingston.org		
Public Attendees					
Ron Karzmar	<input checked="" type="checkbox"/>				
Tony Hitchman	<input checked="" type="checkbox"/>				
Rita Nicholson	<input checked="" type="checkbox"/>				
Guest Speaker					
Paul Sorensen	<input checked="" type="checkbox"/>		bstassoc@seanet.com		

<p>1. Call to Order - Commissioner Heacock called the meeting to order at 6:30pm</p> <p>A. ED Englin asked to change the order of discussion of Number 8 – Moorage Rate and IDD and verbiage on Resolution Approve Resolution 2022-08-24-03 from “Negotiate” to Execute”</p>
<p>2. PLEDGE OF ALLEGIANCE</p>
<p>3. APPROVAL OF AGENDA</p> <p>Motion to approve agenda Moved: Commissioner McClure Second: Commissioner Gronnvoll Vote: Pass 3-0</p>
<p>4. PUBLIC COMMENT</p> <p>None</p>
<p>5. CONSENT AGENDA</p> <p>A. Approve July 20, 2022, Regular Meeting Minutes B. Approve July 25, 2022, Kitsap All Ports Meeting Minutes C. Approve July 2022 Warrants and EFT Payments</p> <p>Motion: Accept the Consent Agenda Moved: Commissioner Gronnvoll</p>



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Second: Commissioner McClure

Vote: Pass 3-0

6. ACTION ITEMS

- B.** Approve Resolution 2022-08-24-01 to Adopt 2023 Enduris Washington Insurance Renewal for 2022-2023.
- ED Englin reviewed the increase in annual expense for the Enduris Washington Insurance Renewal
 - The increase for the next period is \$10,762 or about 8.8%.
 - Our cash reserves can handle this charge of \$133,312.
 - At this time, Staff is requesting commission approval to renew our insurance coverage with Enduris.
 - Commissioner McClure made motion to approve; Commissioner Gronnvoll seconded the motion. All approved. Motion passed
- C.** Approve Resolution 2022-08-24-02 to Approve Purchase and Installation of an HVAC System in the Port Administration Building.
- The HVAC system in the Port office building is failing and is largely inoperable at this point.
 - Torey Grandt, Port Maintenance Manager, has researched options and the result is this request to install a new HVAC system for the whole building for an amount not to exceed \$24,500.
 - Commissioner Gronnvoll made motion to approve; Commissioner McClure seconded the motion. All approved. Motion passed
- D.** Approve Resolution 2022-08-24-03 to direct the Executive Director to Negotiate an Interlocal Agreement with the Port of Friday Harbor Related to Dock Design and Construction.
- ED Englin asked for an update to the resolution to state “Execute” rather than “Negotiate”
 - Staff would like to partner with the Port of Friday Harbor to develop a possible dock configuration for the RCO grant that funded the creation of additional guest moorage. This Inter-local Agreement (ILA) would pave the way to this partnership. Staff is requesting commission approval to enter into this agreement.
 - Commissioner McClure made motion to approve; Commissioner Gronnvoll seconded the motion. All approved. Motion passed

7. DISCUSSION ITEMS

- **Moorage Rates**
 - Paul Sorensen, principal at BST Associates, shared presentation to demonstrate the current and future state of public marinas and mitigations necessary to remain sustainable.
 - Kris Williams, Administrative Services Manager, will send the PowerPoint presentation to the commissioners for further review and the presentation will be posted to the Port website.
- **Industrial Development District (IDD)**
 - ED Englin asked the Commissioners to table the IDD until all due diligence has been completed



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- We will continue to work on potential development opportunities including commercial development of the “tent pad’ site.

8. FINANCIAL REPORT

Controller Audra Trainer shared July Financial report (P&L) Financial Statements have been updated to new format to follow the Budgeting, Accounting, and Reporting System (BARS) Manual, in accordance with the RCW 43.09.200.

July 2022

- Total Income - \$404,927
- Total Expenses - \$245,865
- Resulting in Net Ordinary (Operating) Income of \$3,143 and Net Income of \$3,062

YTD

- Total Income - \$1,784M
- Total Expenses - \$1.542M
- Resulting in Net Ordinary (Operating) Income of \$(112,878) and Net Income of \$4,300.

Operating Income

- Parking - \$265K, which is approximately \$80K ahead of budget year-to-date.
- Fuel sales - \$426,015, which is approximately \$40K lower than budget, due to market price volatility and lower volume than projected

Operating Expenses

- Total Operating Expenses are below budget by \$112K year-to-date.
- Depreciation, which is part of operating expense, is \$290,206 year-to-date

Balance Sheet

- Total Cash and Equivalents are at \$2.572M and increase of \$421,745 year-to-date
- LTGO Bond with a balance of \$729,500
- Ending cash, after paying off all debt, is \$1.843M

9. PUBLIC COMMENT

Tony Hitchman suggested the Port purchase and rebuild the existing motel. Bring it up to code which is why it’s sitting empty. Commissioner Heacock stated they would entertain that thought.

10. COMMISSION REPORTS

- Commissioner Gronnvoll does not have a report
- Commissioner McClure stated that she will be contacting owners of significant parcels to get their take on incentives that would spur mixed use properties. Create conversation about the future of Kingston.
- Commissioner Heacock thanked Ray Carpenter, Harbor Master, and his staff for helping with the Public Market. The market has done very well this year. The Port staff is really appreciated. Commissioner McClure mentioned the people at the market appreciate the sense they have that they can turn to Port staff for help.
- Dog Days scheduled Sunday August 28th, 10:30am-12:30pm
- Coho Derby scheduled September 24th, 2022

11. STAFF REPORTS

Ray Carpenter, Harbor Master



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- Public Market has been a lot of fun to help out, it's something for people to enjoy while waiting for the ferry
- Looking forward to Dog Says on Saturday
- Argosy anchored out at our dock last weekend, hoping to see more events in the future.
- Looking forward to PCC conference in October
- Sept / Oct busy weekends coming up, more yacht clubs.

Torey Grandt, Maintenance Manager

- Thank the commissioners for approving the AC purchase
- Dept of Ecology has extended the deadline to repair the spill buckets to January 30, 2023. The repair quote is still being reviewed.
- L&I came for inspection with new inspector as well as the Fire Marshall. Reports are positive, waiting for final reports.
- L&I thinks we need a second permanent exit on the second floor of the office building. Fire Marshall does not agree. Based on headcount, hours in the building. Torey is waiting to see what the reports state.

Kris Williams, Administrative Services Manager

- Assisting Audra and Staci with the upcoming Audit, scheduled for October/November. Working on employee personnel files.
- Commissioner McClure asked if we can send list of who does what to Commissioners

Executive Director, Greg Englin

- Working on Outreach with partner agencies
- ED Englin met with the Assistant Chief Operations of North Kitsap Fire and Rescue, Rick LaGrandeur
 - Discussed their program and what the Port is working on as well.
- Chamber is doing better and better. Wine walk was very successful this year.
- Met with WA State Ferries and discussed the kiosk placement at the Port and overall operations.
 - Recommends a more formal discussion regarding emergency preparedness and coordination between the two agencies.
- Kitsap Transit audit of utilities went well. Kitsap Transit's contractor agreed with the utility assessment.
- Working on Comprehensive Plan, any comments or concerns please share. This is an important time to get "our bite of the apple" We, at least, need to have placeholders to begin the conversations.
- ED Englin thanked everyone for stepping up when several staff members were out sick.

12. ADJOURN

Commissioner Heacock adjourned the meeting at 7:58pm

NEXT REGULAR SESSION: Wed, Sept 28, 2022, at 1:00PM



PORT OF KINGSTON

Serving what matters today, with a view for tomorrow.

Steve Heacock, Commissioner

Attest: _____
Greg Englin, Executive Director

Mary McClure Commissioner

Laura Gronnvoll, , Commissioner

Port of Kingston
Kitsap County, WA

RESOLUTION NO. 2022-09-14-01

A Resolution of the Commission of the Port of Kingston

A RESOLUTION APPROVING PURCHASE AND INSTALLATION OF UNL and DSL SPILL BUCKETS

WHEREAS, the Port of Kingston has a direct interest in the maintaining Port assets and maintaining a safe and effective work environment for the staff; and

WHEREAS, the UNL and DSL spill buckets has failed and needs to be replaced; and

WHEREAS, Port staff have conducted a review of need and submitted for cost estimates of equipment and installation; and

THEREFORE BE IT RESOLVED, by the Commissioners for the Port of Kingston hereby grants authority to the Executive Director to execute a purchase order for purchase and installation of UNL and DSL spill buckets for an amount NOT TO EXCEED \$24,610.89 in total.

Passed by the Board of Commissioners for the Port of Kingston, Kitsap County, Washington at a regular meeting held this 28th day of September, 2022.

**PORT OF KINGSTON
KITSAP COUNTY, WASHINGTON**

Steve Heacock, Commissioner

Attest: _____
Greg Englin, Executive Director

Mary McClure Commissioner

Laura Gronnvoll, , Commissioner

PORT OF KINGSTON

Balance Sheet

As of August 31, 2022

	<u>Aug 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	2,618,716.60
Accounts Receivable	16,037.64
Other Current Assets	195,960.01
Total Current Assets	<u>2,830,714.25</u>
Fixed Assets	
Building and Structures	4,300,570.09
Construction in Progress	87,411.95
Land	1,439,158.44
Machinery and Equipment	23,207.71
Other Improvements	1,517,342.58
Total Fixed Assets	<u>7,367,690.77</u>
Other Assets	685,073.51
TOTAL ASSETS	<u><u>10,883,478.53</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	1,056,615.80
Long Term Liabilities	2,025,689.77
Total Liabilities	<u>3,082,305.57</u>
Equity	7,801,172.96
TOTAL LIABILITIES & EQUITY	<u><u>10,883,478.53</u></u>

PORT OF KINGSTON

Profit & Loss

August 2022

	Aug 22
Ordinary Income/Expense	
Income	
Fuel Sales	
626-40-00 Unleaded fuel sold	83,024.37
626-45-00 Diesel fuel sold	141,461.90
Total Fuel Sales	224,486.27
Moorage - Guest	
621-15-00 Moorage Guest	37,708.64
621-16-00 Reservation Fees	1,780.00
Total Moorage - Guest	39,488.64
Moorage - Permanent	
621-10-20 Moorage Base Rate	87,823.28
621-10-30 Moorage Cover Premium	8,229.00
625-22-01 Liveaboard	1,600.00
Total Moorage - Permanent	97,652.28
Moorage - Seasonal	
621-22-22 Moorage - Seasonal	3,341.23
Total Moorage - Seasonal	3,341.23
Other Operating Income	
629-00-00 Misc Income w/o tax	25,217.04
Total Other Operating Income	25,217.04
Other Operating Service	
621-12-00 Kayak	744.48
621-89-00 Laundry Income	282.05
699-90-00 Service Chg Revenue	1,795.00
Total Other Operating Service	2,821.53
Parking	
625-20-01 Parking	53,932.65
625-20-02 Parking Tickets	515.00
625-21-01 Leased Parking	6,861.44
Total Parking	61,309.09
Rental Property	
625-20-02 Hill House Lease	1,772.42
625-20-03 Yacht Club Land Lease	1,312.63
625-20-04 Aviator Land Lease	402.29
625-20-08 WSDOT Land Lease	18,951.99
625-20-10 Kitsap Transit	1,926.02
Total Rental Property	24,365.35
Retail Sales	
629-11-00 Retail Non Taxed	372.50
629-11-01 Retail Taxed	33.95
Total Retail Sales	406.45
Utilities Income	
621-82-00 Electricity-Permanent	1,634.28
621-82-05 Electricity Guest	135.00
621-82-10 Electricity Lessees	1,508.19
Total Utilities Income	3,277.47
Total Income	482,365.35

PORT OF KINGSTON

Profit & Loss

August 2022

	<u>Aug 22</u>
Cost of Goods Sold	
626-10-10 Retail Expense	706.72
626-40-10 Diesel fuel purchased	122,116.63
626-40-20 Unlead fuel purchased	76,084.24
626-40-30 Fuel Credit Card Fees	2,425.41
Cost of Goods Sold	<u>22.45</u>
Total COGS	<u>201,355.45</u>
Gross Profit	281,009.90
Expense	
Bank Charges	
999 Over/Short	-23.65
Bank Service Charges	<u>88.87</u>
Total Bank Charges	65.22
Commissioner Expense	
721-76-01 Commis Travel/trainin	1,345.06
781-10-00 Commiss Comp	1,792.00
781-20-00 Commission Benefits	<u>1,728.15</u>
Total Commissioner Expense	4,865.21
Compensation and Benefits	
721-10-00 Salaries and Wages	80,040.72
721-12-15 Covid-19 Leave	3,292.08
721-20-00 Employee Medical	27,357.98
721-22-00 Pension Expense	7,486.61
721-90-00 Payroll Taxes	<u>9,428.52</u>
Total Compensation and Benefits	127,605.91
Computer and Telecom	
721-41-01 Computer Expenses	3,287.94
721-88-00 Telephone/Internet	<u>868.22</u>
Total Computer and Telecom	4,156.16
Depreciation and Amortization	
727-00-00 Deprec-Build&Struct	29,004.49
727-00-01 Deprec-Other Imp	-1,965.73
727-00-02 Deprec-Mach&Equip	<u>1,036.82</u>
Total Depreciation and Amortization	28,075.58
Equipment and Maintenance	
721-50-00 Equipment Rental	41.33
721-96-01 Landscaping	490.91
723-00-00 Repairs & Maint	<u>7,043.22</u>
Total Equipment and Maintenance	7,575.46
Insurance and Taxes	
721-73-00 Insurance	11,372.50
721-93-00 Excise & Prop Tax Exp	<u>3,270.93</u>
Total Insurance and Taxes	14,643.43
Other Operating Expense	
721-96-03 Storage	<u>502.00</u>
Total Other Operating Expense	502.00
Professional Services	
721-35-00 Consulting Fees	36,049.25
721-95-00 Credit Card Fees	<u>10,541.76</u>
Total Professional Services	46,591.01

PORT OF KINGSTON

Profit & Loss

August 2022

09/16/22

Accrual Basis

	<u>Aug 22</u>
Promotional and Dues	
721-74-01 Events	147.41
721-75-00 Dues & Publications	1,629.00
Total Promotional and Dues	1,776.41
Supplies	
721-41-00 Office Supplies	1,826.55
Total Supplies	1,826.55
Travel and Training	
721-76-00 Training & Education	460.00
Total Travel and Training	460.00
Utilities	
721-81-01 Water	9,162.98
721-81-02 Sewer	2,956.96
721-81-03 Garbage	1,445.14
721-82-00 Electricity	2,333.04
Total Utilities	15,898.12
Total Expense	254,041.06
Net Ordinary Income	26,968.84
Other Income/Expense	
Other Income	
699-10-00 Investment Income	1,496.06
699-20-00 Property Tax Receipts	1,115.76
699-22-00 Leasehold Excise Tax	672.41
699-40-00 Gain/Los Asset Dspstn	-68,393.15
Total Other Income	-65,108.92
Other Expense	
799-91-20 Interest Exp GO Bond	1,969.97
Total Other Expense	1,969.97
Net Other Income	-67,078.89
Net Income	<u><u>-40,110.05</u></u>

PORT OF KINGSTON
Profit & Loss
August 2022

	<u>Aug 22</u>
Ordinary Income/Expense	
Income	
Fuel Sales	224,486.27
Moorage - Guest	39,488.64
Moorage - Permanent	97,652.28
Moorage - Seasonal	3,341.23
Other Operating Income	25,217.04
Other Operating Service	2,821.53
Parking	61,309.09
Rental Property	24,365.35
Retail Sales	406.45
Utilities Income	3,277.47
Total Income	482,365.35
Cost of Goods Sold	201,355.45
Gross Profit	281,009.90
Expense	
Bank Charges	65.22
Commissioner Expense	4,865.21
Compensation and Benefits	127,605.91
Computer and Telecom	4,156.16
Depreciation and Amortization	28,075.58
Equipment and Maintenance	7,575.46
Insurance and Taxes	14,643.43
Other Operating Expense	502.00
Professional Services	46,591.01
Promotional and Dues	1,776.41
Supplies	1,826.55
Travel and Training	460.00
Utilities	15,898.12
Total Expense	254,041.06
Net Ordinary Income	26,968.84
Other Income/Expense	
Other Income	-65,108.92
Other Expense	1,969.97
Net Other Income	-67,078.89
Net Income	<u><u>-40,110.05</u></u>

PORT OF KINGSTON
Profit & Loss
 January through August 2022

	<u>Jan - Aug 22</u>
Ordinary Income/Expense	
Income	
Fuel Sales	650,501.71
Moorage - Guest	164,158.44
Moorage - Permanent	780,288.93
Moorage - Seasonal	50,804.54
Other Operating Income	28,276.29
Other Operating Service	28,719.56
Parking	327,808.81
Rental Property	188,967.55
Retail Sales	1,340.88
Utilities Income	44,997.06
Total Income	<u>2,265,863.77</u>
Cost of Goods Sold	<u>556,129.52</u>
Gross Profit	1,709,734.25
Expense	
Bank Charges	1,488.62
Commissioner Expense	39,749.00
Compensation and Benefits	941,870.97
Computer and Telecom	33,527.36
Depreciation and Amortization	318,281.84
Equipment and Maintenance	65,649.72
Insurance and Taxes	91,131.31
Other Operating Expense	6,222.89
Professional Services	131,982.93
Promotional and Dues	27,509.46
Supplies	27,619.24
Travel and Training	7,836.51
Utilities	102,794.03
Total Expense	<u>1,795,663.88</u>
Net Ordinary Income	-85,929.63
Other Income/Expense	
Other Income	66,274.12
Other Expense	16,154.74
Net Other Income	<u>50,119.38</u>
Net Income	<u><u>-35,810.25</u></u>

PORT OF KINGSTON
Profit & Loss Budget vs. Actual
January through August 2022

									TOTAL		
	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	YTD Aug 2022	Budget	\$ Over Budget
Ordinary Income/Expense											
Income											
Fuel Sales	12,627.72	13,862.57	29,748.11	27,386.71	61,515.44	104,606.82	176,268.07	224,486.27	650,501.71	608,386.47	42,115.24
Moorage - Guest	11,512.59	6,400.76	10,117.56	14,648.02	18,824.15	23,638.95	39,527.77	39,488.64	164,158.44	178,762.44	-14,604.00
Moorage - Permanent	97,189.35	97,941.58	97,768.66	97,053.13	97,903.86	97,098.04	97,682.03	97,652.28	780,288.93	791,979.62	-11,690.69
Moorage - Seasonal	7,632.52	9,485.74	9,876.16	8,007.27	5,195.49	4,391.61	2,874.52	3,341.23	50,804.54	49,720.00	1,084.54
Other Operating Income	536.56	2,211.56	411.56	-1,859.22	794.28	183.44	781.07	25,217.04	28,276.29	7,069.22	21,207.07
Other Operating Service	6,631.58	2,848.46	2,840.20	2,645.46	3,707.46	3,656.89	3,567.98	2,821.53	28,719.56	42,827.30	-14,107.74
Parking	25,564.76	28,695.56	31,120.47	37,759.02	41,593.30	44,641.80	57,124.81	61,309.09	327,808.81	243,491.05	84,317.76
Rental Property	23,514.60	23,514.60	23,514.60	23,514.60	23,514.60	23,514.60	23,514.60	24,365.35	188,967.55	187,240.48	1,727.07
Retail Sales	42.50	45.00	85.99	77.50	52.50	116.98	513.96	406.45	1,340.88	11,877.92	-10,537.04
Utilities Income	5,006.13	11,028.79	5,715.47	7,008.50	6,023.04	3,865.68	3,071.98	3,277.47	44,997.06	32,945.56	12,051.50
Total Income	190,258.31	196,034.62	211,198.78	216,240.99	259,124.12	305,714.81	404,926.79	482,365.35	2,265,863.77	2,154,300.06	111,563.71
Cost of Goods Sold	10,141.05	11,131.17	20,779.30	20,085.24	47,180.24	89,538.06	155,919.01	201,355.45	556,129.52	441,968.61	114,160.91
Gross Profit	180,117.26	184,903.45	190,419.48	196,155.75	211,943.88	216,176.75	249,007.78	281,009.90	1,709,734.25	1,712,331.45	-2,597.20
Expense											
Bank Charges	769.95	134.89	72.64	78.22	66.26	285.32	16.12	65.22	1,488.62	-9.78	1,498.40
Commissioner Expense	2,024.15	4,928.15	5,518.90	5,169.07	5,637.24	6,537.02	5,069.26	4,865.21	39,749.00	35,048.00	4,701.00
Compensation and Benefits	99,443.14	117,549.61	110,646.81	114,175.39	111,347.09	114,919.05	146,183.97	127,605.91	941,870.97	933,684.43	8,186.54
Computer and Telecom	2,555.57	8,600.81	2,926.29	4,166.07	1,448.45	7,510.83	2,163.18	4,156.16	33,527.36	24,806.30	8,721.06
Depreciation and Amortization	41,144.12	41,350.98	41,266.56	41,540.93	41,613.20	41,648.23	41,642.24	28,075.58	318,281.84	347,522.80	-29,240.96
Equipment and Maintenance	7,324.29	11,063.47	3,737.81	10,587.74	4,700.51	16,407.99	4,252.45	7,575.46	65,649.72	78,961.78	-13,312.06
Insurance and Taxes	10,893.85	10,212.50	11,297.29	10,000.21	11,590.20	11,118.69	11,375.14	14,643.43	91,131.31	89,417.35	1,713.96
Legal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	835.88	-835.88
Other Operating Expense	510.93	523.98	502.00	502.61	502.00	2,677.37	502.00	502.00	6,222.89	4,379.16	1,843.73
Professional Services	9,907.44	10,933.14	13,807.86	13,674.97	10,660.16	13,328.02	13,080.33	46,591.01	131,982.93	119,301.21	12,681.72
Promotional and Dues	1,063.19	1,485.50	3,446.89	3,291.14	5,945.79	4,226.94	6,273.60	1,776.41	27,509.46	41,864.77	-14,355.31
Supplies	3,379.84	4,709.95	1,251.09	1,187.14	1,706.89	6,925.20	6,632.58	1,826.55	27,619.24	64,614.04	-36,994.80
Travel and Training	0.00	41.54	278.46	3,194.88	433.83	2,384.85	1,042.95	460.00	7,836.51	30,408.41	-22,571.90
Utilities	12,510.84	25,796.49	10,817.63	11,727.90	8,283.87	10,128.42	7,630.76	15,898.12	102,794.03	111,972.01	-9,177.98
Total Expense	191,527.31	237,331.01	205,570.23	219,296.27	203,935.49	238,097.93	245,864.58	254,041.06	1,795,663.88	1,882,806.36	-87,142.48
Net Ordinary Income	-11,410.05	-52,427.56	-15,150.75	-23,140.52	8,008.39	-21,921.18	3,143.20	26,968.84	-85,929.63	-170,474.91	84,545.28
Other Income/Expense											
Other Income	869.06	7,030.44	13,562.88	84,554.72	19,741.14	3,736.53	1,888.27	-65,108.92	66,274.12	125,516.31	-59,242.19
Other Expense	2,035.80	2,035.80	2,035.80	2,035.80	2,035.80	2,035.80	1,969.97	1,969.97	16,154.74	12,937.80	3,216.94
Net Other Income	-1,166.74	4,994.64	11,527.08	82,518.92	17,705.34	1,700.73	-81.70	-67,078.89	50,119.38	112,578.51	-62,459.13
Net Income	-12,576.79	-47,432.92	-3,623.67	59,378.40	25,713.73	-20,220.45	3,061.50	-40,110.05	-35,810.25	-57,896.40	22,086.15



**PORT OF KINGSTON
Warrant List**

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$97,282.67** from the Port of Kingston, Marina Revenue Fund, the 5th day of August 2022.

Laura Gronnvoll, Commissioner

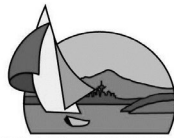
Steve Heacock, Commissioner

Mary McClure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Controller

Date	Warrant	Amount	Vendor
8/5/2022	36038	\$17.55	Ashley Ferguson
8/5/2022	36039	\$397.11	Laura Gronnvoll
8/5/2022	36040	\$96,868.01	Petrocard Inc.
		<hr/>	
		\$97,282.67	



**PORT OF KINGSTON
Warrant List**

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$36,917.50** from the Port of Kingston, Marina Revenue Fund, the 15th day of August 2022.

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

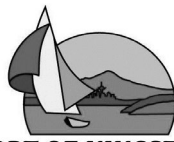
Mary McClure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Controller

Date	Warrant	Amount	Vendor
8/15/2022	36041	\$32.17	BLUE TARP FINANCIAL INC.
8/15/2022	36042	\$97.49	BUILDERS FIRSTSOURCE
8/15/2022	36043	\$570.00	CHMELIK SITKIN & DAVIS
8/15/2022	36044	\$510.22	COMCAST
8/15/2022	36045	\$4,858.71	CRESSY DOOR & FIREPLACE
8/15/2022	36046	\$9,603.92	DANA'S HEATING, INC
8/15/2022	36047	\$435.71	GRAINGER
8/15/2022	36048	\$1,266.60	HENERY HARDWARE
8/15/2022	36049	\$6,201.62	KITSAP BANK VISA
8/15/2022	36050	\$1,728.15	LAURA GRONNVOLL
8/15/2022	36051	\$357.99	NEXTLEVEL INTERNET, INC.
8/15/2022	36052	\$535.96	NORTHWEST PARKING EQUIPMENT COMPANY
8/15/2022	36053	\$1,300.00	NORTHWEST TANK & ENVIRON. SERVICES
8/15/2022	36054	\$2,607.00	OLYMPIC ESD 114
8/15/2022	36055	\$197.71	OLYMPIC SPRINGS, INC.
8/15/2022	36056	\$17.91	PACIFIC OFFICE AUTOMATION
8/15/2022	36057	\$711.75	PENINSULA HEATING & COOLING
8/15/2022	36058	\$325.89	PENINSULA PAINT
8/15/2022	36059	\$223.00	REDDY ICE
8/15/2022	36060	\$502.00	Reliable Storage
8/15/2022	36061	\$294.39	SMARTSHEET
8/15/2022	36062	\$1,520.00	SOUND PUBLISHING, INC.
8/15/2022	36063	\$1,779.65	STAPLES ADVANTAGE
8/15/2022	36064	\$20.23	TACOMA SCREW PRODUCTS
8/15/2022	36065	\$777.43	VERIZON WIRELESS
8/15/2022	36066	\$425.00	WASHINGTON PUBLIC PORTS ASSOCIATION
8/15/2022	36067	\$17.00	WESTBAY AUTO PARTS

\$36,917.50



**PORT OF KINGSTON
Warrant List**

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$49,384.93** from the Port of Kingston, Marina Revenue Fund, the 26th day of August 2022.

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

Mary McClure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Controller

Date	Warrant	Amount	Vendor
8/26/2022	36068	\$2,108.26	WA Construction Service Health Trust
8/26/2022	36069	\$1,621.10	Amazon Capital Services
8/26/2022	36070	\$163.80	CRAIN PEST CONTROLL, LLC
8/26/2022	36071	\$2,956.96	KITSAP COUNTY PUBLIC WORKS
8/26/2022	36072	\$343.60	PACIFIC OFFICE AUTOMATION
8/26/2022	36073	\$485.94	PENINSULA FIRE INC.
8/26/2022	36074	\$2,333.04	PUGET SOUND ENERGY
8/26/2022	36075	\$239.00	REDDY ICE
8/26/2022	36076	\$25,249.72	REGENCE BLUESHIELD
8/26/2022	36077	\$1,160.00	TRIGG INSURANCE AGENCY, INC.
8/26/2022	36078	\$490.88	ULINE
8/26/2022	36079	\$555.00	WASHINGTON PUBLIC PORTS ASSOCIATION
8/26/2022	36080	\$1,447.34	WASTE MANAGEMENT
8/26/2022	36081	\$10,230.29	WENZLAU ARCHITECTS, PS
		<hr/> \$49,384.93	



PORT OF KINGSTON
Warrant List

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$133,312.00** from the Port of Kingston, Marina Revenue Fund, the 29th day of August 2022.

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

Mary McClure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Controller

Date	Warrant	Amount	Vendor
8/29/2022	36082	\$133,312.00	ENDURIS
		<u>\$133,312.00</u>	



Voucher Certification and Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Controller/Port Auditor

Date

Date	Claimant	Amount	Purpose	Cash Transmittal
08/01/2022	Department of Labor and Industries	5,579.93	L&I Taxes	R00209659
08/02/2022	State of Washington DOR	40,545.34	Q2 Leasehold Taxes	R00209696
08/03/2022	Merchant Services	1,883.00	CC Fees - Parking	R00209760
08/03/2022	Merchant Services	2,425.41	CC Fees - Fuel	R00209762
08/03/2022	Merchant Services	8,361.76	CC Fees - Office	R00209761
08/15/2022	Columbia Bank	40,014.76	Payroll 8/15	R00210012
08/17/2022	Washington State DRS	7,263.86	PERS Company	R00210129
08/17/2022	Washington State DRS	300.00	Deffered Comp	R00210129
08/26/2022	Washington State DOR	15,614.22	Excise Taxes	R00210379
08/31/2022	Columbia Bank	44,607.19	Payroll 8/31	R00210476
		<u>\$ 166,595.47</u>		

Steve Heacock, Commissioner

Laura Gronnvoll, Commissioner

Mary McClure, Commissioner

I, the undersigned, do hereby certify under penalty or perjury that the expenses incurred as described herein and all claims are just, due, and paid obligations against the Port of Kingston and that I am authorized to authenticate and certify to said claims.

Audra Trainer, Controller/Port Auditor