



Serving what matters today, with a view for tomorrow.

**PORT OF KINGSTON  
REGULAR MEETING  
January 25th, 2022; 6:30pm  
Meeting Minutes**

NAME	INI	EMAIL	TELEPHONE	CELLULAR
<b>Regular Attendees</b>				
Greg Englin	<input checked="" type="checkbox"/>	<a href="mailto:grege@portofkingston.org">grege@portofkingston.org</a>		
Steve Heacock	<input checked="" type="checkbox"/>	<a href="mailto:steveh@portofkingston.org">steveh@portofkingston.org</a>		
Laura Gronnvoll	<input checked="" type="checkbox"/>	<a href="mailto:laurag@portofkingston.org">laurag@portofkingston.org</a>		
Mary McClure	<input checked="" type="checkbox"/>	<a href="mailto:marymc@portofkingston.org">marymc@portofkingston.org</a>		
Audra Trainer	<input checked="" type="checkbox"/>	<a href="mailto:audrat@portofkingston.org">audrat@portofkingston.org</a>		
Kris Williams	<input type="checkbox"/>	<a href="mailto:krisw@portofkingston.org">krisw@portofkingston.org</a>		
Torey Grandt	<input checked="" type="checkbox"/>	<a href="mailto:toreyg@portofkingston.org">toreyg@portofkingston.org</a>		
Ray Carpenter	<input type="checkbox"/>	<a href="mailto:rayc@portofkingston.org">rayc@portofkingston.org</a>		
Marc Horton	<input checked="" type="checkbox"/>	<a href="mailto:mhorton@washingtonprojectconsultants.com">mhorton@washingtonprojectconsultants.com</a>		
Rose Orcutt	<input checked="" type="checkbox"/>	<a href="mailto:rose@portofkingston.org">rose@portofkingston.org</a>		
<b>Public Attendees</b>				
Beverly Parsons	<input checked="" type="checkbox"/>			
Mark Ryan	<input checked="" type="checkbox"/>			
Tony Hitchman	<input checked="" type="checkbox"/>			
	<input type="checkbox"/>			
<b>Guest Speaker</b>				
	<input type="checkbox"/>			

<b>1. Call to Order</b> - Commissioner Heacock called the meeting to order at 1:15pm
<b>2. PLEDGE OF ALLEGIANCE</b>
<b>3. APPROVAL OF AGENDA</b> Motion to approve agenda Moved: Commissioner McClure Second: Commissioner Gronnvoll Vote: Pass 3-0
<b>4. PUBLIC COMMENT</b> Commissioner Heacock acknowledged Beverly Parsons and Mark Ryan
<b>5. CONSENT AGENDA</b> <b>A.</b> Approve December 14 <sup>th</sup> , 2022, Regular Meeting Minutes <b>B.</b> Approve January 3 <sup>rd</sup> , 2023, Work Session Meeting Minutes



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- C. Approve January 10<sup>th</sup>, 2023, Work Session Meeting Minutes  
 D. Approve December 2022 Warrants and EFT Payments

Motion: Accept the Consent Agenda  
 Moved: Commissioner Gronnvoll  
 Second: Commissioner McClure  
 Vote: Pass 3-0

#### 6. Officer Adoption -

Presiding Commission Chair Heacock announced that part of the regular rotation schedule, the Commission will adopt new positions for 2023.

For the year 2023, the following platforms will be used.

Commissioner McClure will serve as Chair, Commissioner Gronnvoll will serve as Vice Chair, and Commissioner Heacock will serve as Secretary.

#### 7. Action Items

N/A

#### 8. Discussion Items

- Legislative Session Letter from Commission
  - Items we are asking the legislature to consider funding
    - SR 104 holding lane and active traffic management system \$1.8M
      - County has \$1.4M, we are asking the legislature for \$400,000 and an additional \$200-\$300,000 for environmental mitigation
    - Traffic control funded through Washington State Patrol
    - SR 104 realignment project – estimated some years ago at \$18.5M
    - Infrastructure for the electrification of the ferry system
    - Fund assessment of Kingston terminal earthquake/seismic resilience
  - Share the letter with the 5 agencies we've partnered with
    - Washington State ferry
    - Kitsap Transit
    - Kitsap County
    - Washington State DOT
    - Washington State Patrol
  - Share draft with Commissioners and will Submit by Tuesday January 30, 2023
- County Comprehensive Plan
  - Overarching effort throughout Kitsap County
  - Series of Open Houses in February to discuss alternatives
  - Changes being considered –
    - Comprehensive Plan which includes the Sub-area plan
  - Comp Plans will be updated every 10 years going forward
    - Looking at Urban Growth area definition
    - Discussing height restrictions



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- Comp Plan includes –
  - Capital facilities
  - Reclassification of land use
  - Development regulations – land use code
- We are requesting the following -
  - Change the goals and policies under the economic development
  - Transportation
  - Land use
- KCAC advisory committee is considering all aspects of the Comp Plan
- Outcomes we might entertain
  - Proactively encourage commercial development in Kingston
  - Increase the expectations for job creation
  - Promote aggressive goals and policies in Kingston
  - Promote tourism
- Will continue to discuss at Work Session meetings on Tuesday mornings through the beginning of March
- Kitsap County website to review the Comprehensive Plan at [www.kitsapgov.com/dcd/Pages/Kitsap\\_County\\_Comprehensive\\_Plan.aspx](http://www.kitsapgov.com/dcd/Pages/Kitsap_County_Comprehensive_Plan.aspx)

**9. FINANCIAL REPORT**

- Next month with Year end results
- Will publish all results from state Audit on the website
  - Audra and Staci have done an extraordinary job
  - Commissioner Heacock will provide the outcome of the audit next Tuesday at the Work Session
- In the future, we will include a Financial summary on the website. We will work with the Commission to determine what will be shared in the summary.
- We will be updating the Cash Flow models to provide more information for decision making

**10. PUBLIC COMMENT**

- Beverly Parsons stated she is very pleased the Port is working with the County on the Comprehensive Plan. She appreciates the Commissioners working on the issues.
- Mark Ryan asked about the permit for the tree removal for the Toth property
  - ED Englin stated it is under review at the County, waiting for response

**11. COMMISSION REPORT**

Commissioner Gronnvoll –

- Attended the Kiwanis Club meeting
- Attended the Chamber “After Hours”

Commissioner Heacock –

- Attending several subcommittee meetings for Comp Plan
  - Transportation
  - Land Use and Environment
- Involvement with Parks, Trails, and Open Space with KCAC



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Commissioner McClure –

- Will be attending the Kitsap All Ports meeting next Monday January 30<sup>th</sup>

## 12. STAFF REPORTS

Torey Grandt –

- After the freeze, the maintenance team is removing and replacing the damaged concrete on guest docks beginning Feb 6<sup>th</sup>
- Christmas lights taken down
- February Edmonds Yacht Club

Audra Trainer – Controller

- Goal setting with team
- Line of business reporting
  - Will share with the Commission as soon as it is complete

Rose Orcutt – Customer Coordinator

- Working hard on all the beginning of the year projects – wait list, moorage agreements
- Ashley is working on retention, moving to electronic files
- 33 Yacht clubs booked for the season
- Working diligently on compliance – registration (30), insurance (2)
- Excited that audit is complete and we can start working improvement projects

ED Englin – Executive Director

- Chamber is doing extraordinarily well
- Kaili is doing a great job
- Over 100 paying members
- Financial solvent, able to save for reserves
- Taken over the concerts in the Cove

Marc Horton

- Working with ED Englin
  - Commercial development proposal
- Location and design of new restroom
- RCO grant for transient floats
  - May need to obtain shoreline permit
- Commissioner Gronnvoll asked if there is any concern with the timeline for the RCO grant
  - Marc stated we are behind; however, they are usually generous in extending their timeline
  - The location has created a “change”

## 13. ADJOURN

Commissioner McClure adjourned the meeting at 2:12pm



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**NEXT REGULAR SESSION:** Wed, February 22<sup>nd</sup>, 2023, at 6:30PM Village Green Community Center

DocuSigned by:  
*Mary McClure*  
9B570B8864C54C6...  
Mary McClure, Commissioner

DocuSigned by:  
*Greg Englin*  
012B20520BCB49D...  
Attest: Greg Englin, Executive Director

DocuSigned by:  
*Laura Gronnvoll*  
BA3CAECBBF8E414...  
Laura Gronnvoll, Commissioner

DocuSigned by:  
*Steve Heacock*  
9790F1E429B44CD...  
Steve Heacock, Commissioner