



Serving what matters today, with a view for tomorrow.

**PORT OF KINGSTON
REGULAR MEETING
May 24th, 2023; 6:30pm
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		
Torey Grandt	<input type="checkbox"/>	toreyg@portofkingston.org		
Ray Carpenter	<input type="checkbox"/>	rayc@portofkingston.org		
Marc Horton	<input type="checkbox"/>	mhorton@washingtonprojectconsultants.com		
	<input type="checkbox"/>			
Guest				
	<input type="checkbox"/>			
Guest Speaker				
	<input type="checkbox"/>			
	<input type="checkbox"/>			

1. Call to Order - Commissioner McClure called the meeting to order at 1:14pm
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA Motion to approve agenda Moved: Commissioner Heacock Second: Commissioner McClure Vote: Pass 2-0
4. PUBLIC COMMENT
5. CONSENT AGENDA A. Approve April 19 th , 2023 Special Session Minutes B. Approve April 25 th , Work Session Meeting Minutes C. Approve April 26 th , 2023 Regular Meeting Minutes



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- D. Approve April 27th , 2023 Special Session Minutes
- E. Approve May 2nd , Work Session Meeting Minutes
- F. Approve May 9th , 2023 Work Session Meeting Minutes
- G. Approve April 2023 Warrants **\$129,220.48** (\$46,587.14, \$42,648.65, \$97.97, \$39,886.72) and EFT Payments **\$115,976.02**

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

6. ACTION ITEMS
 N/A

7. DISCUSSION ITEMS

Ed Englin shared an update on the Kitsap County Comprehensive Plan recommendations. The current draft has been submitted to KCAC and Kitsap County. We will be sending revisions for the “store front” zone to the County after the recommendations are reviewed with KCAC later today and voted on at a Special Session next week for the Commissioners to endorse and approve submitting.

We are still compiling all of the comments and feedback we’ve received regarding Commercial Development.

8. FINANCIAL REPORT

Total Operating Revenue - \$832,238
 Cost of Goods Sold - \$61,393
 Gross Profit - \$770,846
 Total Operating Expense - \$815,607
 Net Operating income – **(\$44,761)**
 Net Operating Income after depreciation – **(\$219,747)**

Goal is to increase the Guest moorage. Our parking revenue could increase as the Kitsap Transit Fast Ferry becomes more consistently in use.

9. PUBLIC COMMENT
 N/A

10. COMMISSION REPORT



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Commissioner Heacock – Highlight of the month was the WPPA Spring meeting, great group discussions. The only topic that was lacking was the Federal permitting process, was hoping to get updates on the Federal permitting for marinas related to infrastructure improvements. The content was excellent.

Commissioner McClure stated she heard the Federal permitting concerns referenced in several meetings without much detail. Commissioner Heacock stated unique situation in Kingston with the passenger only ferry and Washington State Ferries (WSF) makes us part of the state highway. We have aging infrastructure, including the breakwater. Without the breakwater, the nexus between the WSF and Kitsap Transit would not do well.

Ed Englin stated cargo gets divided up between people and freight. We are a huge mover of people. Port of Kingston is number two for transporting people and number one for commercial. We could apply and partner with the state to complete some of these projects. We have written to our representatives Murray, Cantwell, and Kilmer to let them know of the concerns we have.

Further discussion regarding the Federal permitting

Commission Gronnvoll – Attended the WPPA Spring Meeting. Attended the affordable housing group too. Good idea to let the local affordable housing group know that Amazon is applying to Washington State for \$50M for affordable housing. The Port of Camas Washougal has residential properties on their port property. Technically, they leased land to a developer who is building. A comment was made by an attorney that you must do your due diligence to connect housing to economic development.

Commissioner McClure – A committee sponsored by Kingston Cares that includes a consortium of agencies will be working on identifying issues that the community cares about and figuring out what to do about it. Working with Clint Boxman and the Rotary on the Sports venue partnership. There is a lot of interest with a private developer looking to put in retail, significant housing, and the sports complex outside the UGA.

11. STAFF REPORTS

Kris Williams – Hired seasonal help. Still working on recruiting the Customer Service Coordinator position. Reviewing our Marina software, meeting with other ports for feedback, doing our due diligence. Making a decision soon. Attending the WPPA Finance Administration conference

Greg Englin – Marina Committee at WPPA Spring Meeting, discussion focused on risk. Tim Schermetzler of Chmelik Sitkin & Davis discussed derelict vessels. Discussed a scenario that the Port of Silverdale was involved in with the Department of Natural resources and they were able to recover attorney fees. That is something we will have to pay close attention to. Joe Davis from Enduris discussed property liability risks. Enduris insures 56 of the 75 Washington ports. The overall insurance market is really difficult. We are building a culture of awareness and being proactive to avoid claims.

Commissioner Gronnvoll – ED Englin's Marina Committee presentation was clear and concise.

ED Englin – We have aligned the commission, governance, policy, staff, and procedures.

12. ADJOURN

Commission adjourned the meeting at 2:14pm




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NEXT REGULAR SESSION: Wed, June 28th, 2023, at 6:30 PM Village Green Community Center



Mary McClure, Commissioner

Attest: DocuSigned by:


0128205208C849D
Greg Englin, Executive Director

DocuSigned by:


8A3C4C89F6E414
Laura Gronnvoll, Commissioner

DocuSigned by:


9790F1E429944CD
Steve Heacock, Commissioner



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**PORT OF KINGSTON
COMMISSION WORK SESSION**

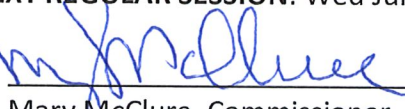
June 13, 2023; 9:00 a.m. – 12:15 p.m.

NAME		EMAIL
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
Kris Williams	<input checked="" type="checkbox"/>	krisw@portofkingston.org
	<input type="checkbox"/>	
Guest		
Al Doeve	<input checked="" type="checkbox"/>	
Charlie Wenzlau	<input checked="" type="checkbox"/>	
Sean Parker	<input checked="" type="checkbox"/>	
Marc Horton	<input checked="" type="checkbox"/>	
Ron Karzmar	<input checked="" type="checkbox"/>	
Kate Joncas	<input checked="" type="checkbox"/>	
Betsy Cooper	<input checked="" type="checkbox"/>	

- Discussion Items:
 - KEDA One Kitsap – Al Doeve
 - Review/discuss Commercial Development – Charlie Wenzlau / Sean Parker
 - Sub Area Plan recommendations to Kitsap County for Comp Plan
 - Economic Development
 - Transportation
 - Proposed Store Front Zone

NEXT WORK SESSION: Tue, June 20th, 2023, at 9:00 AM – Port of Kingston 2nd Floor Conference Room

NEXT REGULAR SESSION: Wed June 28, 2023 at 6:30pm at the Village Green Community Center


 Mary McClure, Commissioner

DocuSigned by:

 Attest

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 Laura Gronnvoll, Commissioner

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 Steve Heacock, Commissioner