



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
Regular Session
November 15th, 2023; 1:00pm
Meeting Minutes

NAME		EMAIL	CELLULAR
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 checked="" type="checkbox"/>	audrat@portofkingston.org	
Kris Williams	<input checked="" type="checkbox"/>	krisw@portofkingston.org	
Torey Grandt	<input checked="" 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 Speaker			
Aaron Powell	<input checked="" type="checkbox"/>		
Greg White	<input checked="" type="checkbox"/>		
Ken Dagleish	<input checked="" type="checkbox"/>		
Tony Hitchman	<input checked="" type="checkbox"/>		
Mark Libby	<input checked="" type="checkbox"/>		

1. Call to Order - Commissioner McClure called the meeting to order at 1:13pm

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

Motion to approve agenda

Moved: Commissioner Gronnvoll

Second: Commissioner Heacock

Commissioner Gronnvoll revised the agenda to add attorney's email to item #7 Discussion

Action Item B will be voted on, All other Action Items will be tabled until next Regular Meeting

Vote: Pass 3-0

4. PUBLIC COMMENT

Tony Hitchman – Congratulated Commissioner Gronnvoll on her election win



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Mark Libby – Wanted to share the Parks and Trails have added a project to improve access and accessibility to the North Beach park to their wish list. Also working with the S’Klallam tribe on a connector trail from Little Boston to Kingston.

Greg White – How much money has been spent on the due diligence for the commercial development?

Finance Director Trainer – We can get that information. The expenses are likely in “Construction in Progress” so you will not see them in the financial statements that you have been provided.

Greg Wright – How long will it take to clean up that mess and when will the Toth property be open for public access? Do I need write resolutions to establish timelines to hold people accountable? When will the community be able to use this property?

Maintenance Manager, Torey Grandt – We have been working on the Christmas lights since the trees have been cut down. Initially, the surplus wood was put up for bid. We did not receive any offers. We have been short staffed with employees out sick. The logs are difficult to move due to the size. KPUD volunteered to use their excavator to move the downed trees when they have available time while working on the storm water project.

Greg Wright – When will this property be available for people in this town that paid \$1.3M?

Maintenance Manager, Torey Grandt – As soon as we can make sure it’s safe.

Commissioner Heacock – No, the public is not able to write resolutions. You can write a letter to the Executive Director.

Maintenance Manager, Torey Grandt – We can’t provide a set day, there are too many variables.

Greg Wright –My statement is you are unable to clean and open a piece of property that you purchased years ago. Why do we have any ideas that you can do anything at all?

Commissioner Gronnvoll – There were all sorts of things that have happened in those 5 months, a Port to run, and several things that are out of our control. You’ve got to give them grace. They stated as soon as it’s safe.

Greg Wright – Can you commit to the 2nd quarter of 2024?

Noted to be complete by 2nd QTR OF 2024

Commissioner McClure- Can we anticipate an update at the next meeting?

ED Englin – Yes, we will update

Ken Dagleish – 2024 Marina Rates

I was a supporter of increasing rates when the rates were way too low. Now I believe the marina slip tenants are paying a disproportionate amount of the revenue. I also don’t believe the comparative rationale that is driving this increase in rates is valid. I urge the Commissioners to review the data supporting the recommendation.

5. CONSENT AGENDA

- A. Approve October 18th, 2023 Regular Meeting Minutes
- B. Approve October 31st 2023 Work Session Minutes
- C. Approve October 2023 Warrants **\$189,753.58** (\$100,889.68, \$14,645.31, and \$74,218.59) and EFT Payments **\$174,095.82**

Motion to Accept the Consent agenda

Moved: Commissioner Heacock



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Second: Commissioner Gronnvoll

Vote: Pass 3-0

6. ACTION ITEMS

A. APPROVE - RESOLUTION NO. 2023-11-15-01 – ADOPT 2024 BUDGET

B. DISCUSS – RESOLUTION NO. 2023-11-15-02 - RESOLUTION TO ADOPT 2024 TAX LEVY

Moved: Commissioner Gronnvoll

Second: Commissioner Heacock

Vote: Pass 3-0

C. DISCUSS - RESOLUTION NO. 2023-11-15-03 – ADOPT 2024 CAPITAL BUDGET

- Maintenance Dredging – the Port is working towards a programmatic permit
- Sail float
- Restroom remodel
- Washington Blvd / Commercial Development
- Piling replacement
- Boat motor
- PMA Survey
- Security system
- Fuel dock dispensers
- Upgrade office restrooms
- Parking lot – numbering, crack-sealing
- Fast ferry barge
- Mooring buoys
- Float leveling
- Hill House dock replacement
- Software upgrades
- EV chargers
- Fire Suppression system
- Underground storage tank replacement

D. DISCUSS - RESOLUTION NO. 2023-11-15-04 – ADOPT COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS

E. DISCUSS – RESOLUTION NO. 2023-11-15-05 – ADOPT 2024 RATE SCHEDULE

ED Englin – Current budget is based upon the suspected average Marina rates. The rate analysis is based on previous years data, so we lag behind a year. We try to move the rates to the average of the year before. Last year’s rates were increased



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aggressively due to CPI being 10%. Some Marinas used CPI plus 1. This year we are not recommending we go to the average rate. How can we establish rates that are fair market value, but does not put us far behind? We have heard that several marinas will be increasing rates approximately 5% over last year. The analysis consists of 18,000 slips. In the past, we have based increases partially on the waitlist. How reliable is the waitlist?

Steve Young – in years past we have compared the Port of Kingston to other marinas on the west side of the Puget Sound and this analysis is using marinas at the Port of Seattle and others on the East side of the Sound. How did we get away from comparing ourselves to marinas only on the West Side?

ED Englin – For years the marinas in Kitsap County and all the way down to Olympia tried to be the cheapest. It was a race to the bottom. The problem we are running into is, how do you pay to replace or maintain the marina? We are increasing gradually over time to ensure we have funds to preserve the marina, rather than a big hike at the time of a big project or replacement. The expenses for mitigation and repair are increasing rapidly. When we attempted to add 200 linear feet of temporary floats at a cost of \$100,000, the mitigation costs were \$280,000.00. Unfortunately, there is no consistent method for determining moorage rates.

Ken Dagleish – What would be the best way to make his case to the Commissioners around the methodology for determining rates? What are other revenue sources to replace the marina, is the burden all on the boaters?

ED Englin – Submit your ideas to the Commissioners

Commissioner Gronnvoll – plan to attend a Work Session to show your presentation

Greg White – Taxing authority allows for a .45/per thousand tax levy, why have we not increased the taxes to all. It's easier to come for me and Ken to increase our moorage than a vote to the public.

Tony Hitchman – The easiest way to find your market is to get your vacancy rate to 3%. The number of slips will decrease and the rates will continue to increase.

ED Englin – We will go after appropriations. The Feds built this marina, it would be small potatoes for them to invest. We need to pursue grants, although spending the money from grants is problematic due to mitigation.

Mark Libby – Have you considered bonding?

ED Englin – Agrees with Mark Libby, we will need all of those things

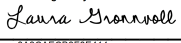
Commissioner Gronnvoll – stated there have been several conversations regarding the IDD and how can the Port move that forward. There has to be a story, the Port could not expect the taxpayers to pay additional taxes when previously the tenants were not paying their share. That has been corrected over the last few years with




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<p>moorage rate increases. ED Englin has worked diligently with Kitsap County to have them award the Port with mitigation credits for the Storm water project.</p>
<p>7. DISCUSSION Commissioner McClure - An investigation has been initiated on behalf of the Port to look at certain areas of concern. Port council has hired a third-party investigator. The Port Commission has the obligation to act appropriately when issues like this arise and follow legal advice. No wrong doing has been established at this time.</p>
<p>8. FINANCIAL REPORT N/A</p>
<p>9. PUBLIC COMMENT N/A</p>
<p>10. COMMISSION REPORT N/A</p>
<p>11. STAFF REPORT N/A</p>
<p>12. ADJOURN Commission adjourned the meeting at 2:55pm</p>

NEXT REGULAR SESSION: Wed, December 19, 2023, at 6:30PM Village Green Community Center

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 Laura Gronnvoll, Commissioner

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 Greg Englin, Executive Director

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 Steve Heacock, Commissioner

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 Mary McClure, Commissioner