



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON  
Regular Session  
January 24<sup>th</sup>, 2024; 1:00pm  
Meeting Minutes

NAME		EMAIL	GUEST
Greg Englin	<input checked="" type="checkbox"/>	<a href="mailto:grege@portofkingston.org">grege@portofkingston.org</a>	Ron Karzmar
Steve Heacock	<input checked="" type="checkbox"/>	<a href="mailto:steveh@portofkingston.org">steveh@portofkingston.org</a>	Noelle Hunter
Laura Gronnvoll	<input checked="" type="checkbox"/>	<a href="mailto:laurag@portofkingston.org">laurag@portofkingston.org</a>	Steve Young
Mary McClure	<input checked="" type="checkbox"/>	<a href="mailto:marymc@portofkingston.org">marymc@portofkingston.org</a>	Sean Cox
Audra Trainer	<input checked="" type="checkbox"/>	<a href="mailto:audrat@portofkingston.org">audrat@portofkingston.org</a>	Greg Wright
Kris Williams	<input checked="" type="checkbox"/>	<a href="mailto:krisw@portofkingston.org">krisw@portofkingston.org</a>	Mark Libby
Torey Grandt	<input checked="" type="checkbox"/>	<a href="mailto:toreyg@portofkingston.org">toreyg@portofkingston.org</a>	Art Hammon
Ray Carpenter	<input type="checkbox"/>	<a href="mailto:rayc@portofkingston.org">rayc@portofkingston.org</a>	Clint Boxman
Marc Horton	<input type="checkbox"/>	<a href="mailto:mhorton@washingtonprojectconsultants.com">mhorton@washingtonprojectconsultants.com</a>	

**1. Call to Order** - Commissioner Gronnvoll called the meeting to order at 1:02pm

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF AGENDA**

Motion to approve agenda

Moved: Commissioner McClure with changes (no Financial Report and no 2<sup>nd</sup> Public Comment period)

Second: Commissioner Heacock

Vote: Pass 3-0

**4. PUBLIC COMMENT**

Community member shared her concerns about the money spent on commercial development and severance packages as well as liveboards in the marina.

Community member shared the message about the North Kitsap United project meeting and updates on the site study. Despite seeing negative comments on social media, he stated there was overwhelming support for the project when discussed with home owners in the area.

Marina tenant shared his anger about the direction the Commissioners have taken the marina and moorage rates.



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Community member shared his concern about money being spent on the commercial development when he believes the money would be better spent on existing assets.

Community member stated he agrees with the other comments.

**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 November 15<sup>th</sup>, 2023 Work Session Meeting Minutes
- B. Approve November 15<sup>th</sup>, 2023 Regular Meeting Minutes
- C. Approve November 21<sup>st</sup>, 2023 Work Session Minutes
- D. Approve November 28<sup>th</sup>, 2023 Work Session Minutes
- E. Approve January 23<sup>rd</sup>, 2024 Work Session Minutes
- F. Approve December 2023 Warrants **\$29,488.29** (\$29,488.29) and EFT Payments **\$117,312.49**

Motion to Accept the Consent agenda  
Moved to approve: Commissioner Heacock  
Second: Commissioner McClure

Vote: Pass 3-0

**6. ACTION ITEMS**

- A. **APPROVE - RESOLUTION NO. 2024-01-24-01** RESOLUTION DIRECTING THE EXECUTIVE DIRECTOR TO AMEND CONTRACT FOR ARCHITECTURAL SERVICES FOR COMMERCIAL DEVELOPMENT

ED Englin explained the need to increase current contract (not to exceed \$128K to \$140K) with Wenzlau Architects for the commercial development project to update landscape renderings and review of all the construction documents.

Motion to approve agenda  
Moved: Commissioner McClure  
Second: Commissioner Heacock

Vote: Pass 3-0



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**B. APPROVE – RESOLUTION NO. 2024-01-24-02** A RESOLUTION DIRECTING THE EXECUTIVE DIRECTOR TO AMEND CONTRACT FOR ARCHITECTURAL SERVICES FOR THE RESTROOM

ED Englin asked the commission to approve increasing the contract to not to exceed \$39,900 for possible retro fitting the existing restroom for a different use. The power source for the Port is located on that site.

Motion to approve agenda  
Moved: Commissioner Heacock  
Second: Commissioner McClure

Vote: Pass 3-0

**7. DISCUSSION**

- A. Port responses to previous claims – see attached document for specifics
- The Commissioners agree this is a good way to address public comments and questions going forward
  - If issues aren't addressed, community members can submit additional questions / concern in writing
  - Commissioners will discuss how to administer to this new process during an upcoming work session
- B. North Kitsap United
- Commissioner McClure stated it will be helpful to weigh in on the County's actions in regard to the rezoning of the property/site for the proposed sports complex via a letter of support.
  - Commissioner Heacock stated he will recuse himself if it appears there will be a conflict of interest due to his professional position at Kitsap County
- C. Kitsap County Comprehensive Plan
- Executive Director reviewed the recommendations originally submitted to Kitsap County
  - ED Englin stated that he will move forward as directed by the Commissioners, leave the recommendations as they were submitted or with updates.
  - Commissioner Heacock reiterated the need for retail on the bottom floor of the downtown (Main and First) buildings. If we get rid of the ability for businesses to be retained in this area of the town, we will lose our town. Commissioner Gronnvoll and Commissioner McClure agree.



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<ul style="list-style-type: none"> <li>Commissioner McClure has concerns about the requirement of the store front overlay.</li> </ul>
<b>8. FINANCIAL REPORT</b> N/A
<b>9. PUBLIC COMMENT</b>
<b>10. COMMISSION REPORT</b> N/A
<b>11. STAFF REPORT</b> N/A
<b>12. ADJOURN</b> Commission adjourned the meeting at 2:29pm

**NEXT REGULAR SESSION:** Wed, February 28<sup>th</sup>, 2024, at 6:30PM Village Green Community Center

DocuSigned by:  
*Laura Gronnvoll*  
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Laura Gronnvoll, Commissioner

DocuSigned by:  
*Greg Englin*  
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Greg Englin, Executive Director

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Steve Heacock, Commissioner

DocuSigned by:  
*Mary McClure*  
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Mary McClure, Commissioner