



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
Regular Session
February 28th, 2024; 6:30pm
Meeting Minutes

NAME		EMAIL	GUESTS
Greg Englin	<input checked="" type="checkbox"/>	grege@portofkingston.org	Susan Rodgers
Steve Heacock	<input checked="" type="checkbox"/>	steveh@portofkingston.org	Greg Wright
Laura Gronnvoll	<input checked="" type="checkbox"/>	laurag@portofkingston.org	Colleen Wright
Mary McClure	<input checked="" type="checkbox"/>	marymc@portofkingston.org	Nancy Langwith
Audra Trainer	<input checked="" type="checkbox"/>	audrat@portofkingston.org	Jerry Kirschner
Kris Williams	<input checked="" type="checkbox"/>	krisw@portofkingston.org	Jeff Kutz
Torey Grandt	<input checked="" type="checkbox"/>	toreyg@portofkingston.org	Jamie Hunter
Marc Horton	<input checked="" type="checkbox"/>	mhorton@washingtonprojectconsultants.com	Noelle Hunter
Peter Ruffatto		CSD Attorneys at Law	Betsy Cooper
			Ron Williams
			Ron Karzmar
			Tami Bowen
			Steve Young
			Aaron Powell
			Craig Powell

1. Call to Order - Commissioner Gronnvoll called the meeting to order at 6:30pm

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

Commissioner Gronnvoll added a memorial to Ray Carpenter to Discussion items on the agenda

Motion to approve agenda

Moved: Commissioner McClure

Second: Commissioner Heacock

Vote: Pass 3-0

4. RECESS TO EXECUTIVE SESSION

The Commission will now recess to Executive Session per RCW 42.30.110(1) (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a



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member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

The Commission will be in Executive Session for 10-15 minutes

Commissioner Gronnvoll called the meeting back to order at 6:41

5. PUBLIC COMMENT

Tami Bowen - Kingston Waterfront Access Project

Tami would like to start the conversation for making Salt Air/North Beach more accessible and welcoming to the public.

Susan Rodgers – shared her ideas for an uplifting art/mural somewhere at the Port to start the conversation.

Nancy Langwith – Kitsap County Comprehensive Plan – Nancy thanked the Port for stepping up on economic development. KCAC and the Port have submitted their recommendations to the county. They agree on all but two points.

1. Height of the buildings
 - Port suggested 55'
 - KCAC suggested 35-45' (current 45')
2. Development of retail downtown
 - Port recommends requiring first floor retail
 - KCAC recommends keeping it "convertible"

Nancy stated there are a few items she is unclear about in the draft recommendations document shared with her. The first item Nancy mentioned is unclear is the statement "Reinforce existing code regarding Convertible requirement concept on first floor throughout UVC". If the Port is maintaining it's 55' and mandatory commercial, that seems to be contradictory. The other statement "All Port owned commercial zoned property will be included in the "storefront zone" requirements" is confusing when the graphic does not include the yacht club. She asked if the Port could provide information to support the Port's position on requiring the first-floor retail. Nancy is still hoping KCAC and the Port can compromise on the recommendations brought forth to Kitsap County to have a united recommendation from Kingston.

Greg Wright – Greg provided a copy of the email between Commissioner Gronnvoll and himself, a document sharing the credentials of community members, a Commissioner's resource guide, and a drawing of ideas for the Toth and Hill properties. Greg shared his ideas for developing those two properties.

He also stated Maria Carpenter would like to know the status of Ray Carpenter at the Port, was he fired, is he still on Admin leave, should he/the family still be receiving a paycheck?

Steve Young – Steve stated he is not proud of the Port. He shared his concerns for liveaboards. He stated that the Commissioners get elected, they hire an Executive Director, and the ED hires the attorney. He believes the attorneys make decisions for the Port. Steve shared his concerns of the treatment of the Harbormaster.



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Noelle Hunter – Noelle stated the “Commission Claims and Responses” that was read at the January Regular meeting placed the blame for anything that goes wrong at the feet of the Commissioners. She urged the Commissioners to go back and reread the document.

6. 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 December 12th, 2023 Work Session Meeting Minutes
- B. Approve December 19th, 2023 Regular Meeting Minutes
- C. Approve January 9th, 2024 Work Session Minutes
- D. Approve January 11th, 2024 Special Session Minutes
- E. Approve January 2024 Warrants **\$183,394.37** (\$46,822.22, \$82,621.47, \$53,950.68) and EFT Payments **\$134,820.37**

Commissioner McClure asked that both items A and B be removed from the Consent Agenda for corrections, moved to Discussion.

Motion to Accept the Consent agenda with items C, D, and E
Moved to approve: Commissioner Heacock
Second: Commissioner McClure

Vote: Pass 3-0

7. ACTION ITEMS

- A. **APPROVE - RESOLUTION NO. 2024-02-28-01** DIRECTING THE EXECUTIVE DIRECTOR TO AWARD CONTRACT TO WASHINGTON PROJECT CONSULTANTS, PLLC. FOR GENERAL CONSULTING SERVICES

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

Vote: Pass 3-0

- B. **APPROVE – RESOLUTION NO. 2024-02-28-02** DIRECTING THE EXECUTIVE DIRECTOR TO SEND A LETTER TO KITSAP COUNTY COMMISSION WITH RECOMMENDATIONS FROM PORT COMMISSION REGARDING COMPREHENSIVE PLAN CHANGES FOR 2024



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Commissioner McClure stated she does not want to approve this letter until further discussions have taken place to get consensus between KCAC and the Port. We will remove the Resolution from this agenda. We will move discussion to the next Work Session scheduled for March 12th

Motion to approve agenda

Moved: Commissioner

Second: Commissioner

Vote: Pass 3-0

8. DISCUSSION

- KEDA Annual Meeting –
 - March 27th, 2024
 - Early bird Registration ends tomorrow February 29th
- Memorial for Ray Carpenter
 - Commissioner Gronnvoll shared the thoughts she has heard from community members. She suggested gathering those ideas and when some time has passed, reach out to Ray's wife, Maria, and ask what she would like to see.
 - Commissioner McClure stated she does not have a specific recommendation but agreed that it is important it be done
 - Commissioner Heacock stated a rock along with a plaque would be good
- Items removed from Consent Agenda, items A and B
 - Commissioner McClure asked that we go back and update the statement on December 12th item # 6 page 6
 - Commissioner McClure – mentioned Action Item H. "COMMISSIONER GRONNVOLL OATH OF OFFICE" from the December 19th meeting did not occur
 - Commissioner Gronnvoll stated that item was to be moved to the next Work Session; however, she was sworn into office at the attorney's office

9. FINANCIAL REPORT

Finance Director Audra Trainer shared 2023 Year End Financials

- Net Operating Revenue - \$2.6M
- Total Operating Expense Before Depreciation - \$2.38M
- Net Operating Income Before Depreciation - \$224,193
- Total Net Income - \$107,489
- Cash and Equivalents - \$2.8M
- LGTO Bond Balance - \$637,000
- Net Cash and Equivalents - \$2.17M
- Increase for 2023 - \$409,451

10. COMMISSION REPORT

- Commissioner McClure stated she does not have a report for this meeting, she would like to give additional time for public comment
- Commissioner Heacock attended KCAC meeting where the Kitsap County Comp Plan was discussed, specifically the Kingston Sub-Area Plan. He stated if we don't have a concentrated



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downtown for shopping and restaurants, we will become a Bedroom Community to Seattle. This is why the Port of Kingston Commission look at long range. If we don't have a retail component, we will not be able to become a city.

- Commissioner Gronnvoll attended KCAC. Eric Baker spoke about the North Kitsap United and the Rezone being discussed in conjunction with each other. They should not be viewed as a package deal because they are not. Laura also attended the Kitsap Public Facilities District (KPF) meeting. Their processes and funding was discussed. They are hoping to have more available funding in the future.
- Commissioner McClure stated the opportunity the rezone offers the NKU Sports Complex project is free land, all utilities, and transportation mitigation, etc. These expenses will not be the responsibility of NKU, making it more financially feasible.

11. STAFF REPORT

- ED Englin shared how the KPF) funding works. There are three projects currently planned for a total of approximately \$8.5M for the Poulsbo conference center. If this project is not funded, they will have funds for other projects. When we researched KPF) funding previously, we believed there was a significant amount available and the Port was a good candidate.
- Finance Director Audra Trainer stated that she is really proud of the staff at the Port. It has been a very difficult time for everyone. There have been some terrible interactions with the public. The staff is doing everything they can to do the best job they can. She asked for everyone to please respect all the staff and let them do their job.
- Maintenance Manager Torey Grandt stated they are focused on staff training.

12. ADDITIONAL COMMENTS

- Commissioner Heacock suggested a Work Session to have a dialog specifically a tribute to Ray.
- Commissioner McClure asked that we spend more time allowing public comment.
- Ed Strickland stated people can no longer afford boating. Small slips are becoming less valuable. The cost to build is becoming astronomical. You won't be able to count on the marina as a profit center in the future. Parking is the biggest profit center because you are a transportation hub for this region.
- Jerry Kirschner – Agreed with Finance Director's comments regarding respect. The Port is in charge of economic development, so you can't just focus on retail it's really the tax base.
- Nancy Langwith – Reconsider how you would honor Ray, think about the whole boating community. How do you carry on the welcoming character that he was? Perhaps, name the Guest dock for him
- Aaron Powell – shared is concerns over not allowing the public additional time and space to comment. If the Commissioners don't accept comments from the public you will create a bigger riff



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between the Commissioners, the public, and the tribe. He is not happy with the Port. He also shared his concerns on how the projects are being managed.

- Noelle Hunter – voiced her concerns about the permitting limitations at Kitsap County She mentioned having legal representation for the community to deal with the county.
- Greg Wright – stated the previous ED let the permits expire to conduct work in the marina. Why have no permits been filed to do the work on the pilings? He mentioned the Hill house and the Toth property have been left to ruin. The Hill house, the dock, and the door of the men’s restroom have been neglected.
- Betsy Cooper – We want commercial development in our town, but it’s never going to happen without residential development. The Port has the ability and property to help with the parking challenges in Kingston. We should not be giving away the development rights on Port property.


13. ADJOURN

Commission adjourned the meeting at 7:56pm

NEXT REGULAR SESSION: Wed, March 27th, 2024, at 1:00PM Village Green Community Center

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 Laura Gronnvoll, Commissioner

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 Greg Englin, Executive Director

Steve Heacock, Commissioner

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 Mary McClure, Commissioner