



Serving what matters today, with a view for tomorrow.

**Port of Kingston Board of Commissioners
Regular Meeting Agenda**

November 26th, 2024, at 9:30-11:30am

Meeting called by:	Port of Kingston Commissioners
Type of meeting:	Regular Meeting
Location:	Hybrid

A. In Person:
Village Green Community Center
26159 Dulay Rd NE
Kingston, WA 98346

B. Virtual via Zoom:
Join Zoom Meeting
<https://us02web.zoom.us/j/82157809065>
Meeting ID: 821 5780 9065
Dial by your location
1 253 215 8782 US (Tacoma)

Welcome to the November 26th, 2024, Regular Meeting of the Port of Kingston Commission. Comments from those in attendance will be allowed upon recognition of the Chair. Please identify yourself by stating your name. We would like to remind everyone that while we greatly value your input, the Commissioners will not be responding to questions and comments during our Regular Session meetings. This practice ensures the meetings run efficiently and within the scheduled agenda. The Executive Director or a Commissioner will follow up with you after the meeting. Thank you for your understanding and continued participation.

If you would like to be added to the agenda for a future meeting, please contact the Port Office at least one week prior to the regularly scheduled meeting. Please submit your documents and/or presentations at the time of your request.

This is a preliminary agenda and is subject to change.

Agenda Topics

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE



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3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

Citizens may address the Commission regarding any item related to Port business, including items on the agenda.

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 October 22nd, 2024 Work Session Minutes
- B. Approve October 22nd, 2024 Regular Meeting Minutes
- C. Approve October 1st, 2024 KRCC Meeting Minutes
- D. Approve March 2024 Warrants **\$173,304.58 (\$48,245.46, \$24,768.23, and \$100,290.89)** and **\$116,137.58** EFT Payments (these Warrants and EFT's were not approved at the April 2024 Regular meeting due to cancellation of the meeting)
- E. Approve October 2024 Warrants **\$75,664.78 (\$18,802.55 and \$56,862.23)** and **\$187,639.56** EFT Payments

6. ACTION ITEMS

- A. APPROVE – RESOLUTION NO. 2024-11-26-01 APPROVE PURCHASE OF MATERIALS AND INSTALLATION FOR FUEL AND STORMWATER SYSTEMS
- B. APPROVE – RESOLUTION NO. 2024-11-26-02 APPROVE CONTRIBUTION TO PACIFIC NORTHWEST WATERWAYS ASSOCIATION (PNWA) TO SUPPORT AMICUS BRIEF

7. DISCUSSION ITEMS

8. FINANCIAL REPORT

9. COMMISSIONER REPORTS

10. STAFF REPORTS



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11. NEXT REGULAR MEETING: Wednesday December 18th, 2024, at 6:30p.m. Hybrid Village Green Community Center 26159 Dulay Rd NE Kingston, WA 98346

12. ADJOURN

Laura Gronnvoll, Commissioner

Attest: _____
Greg Englin, Executive Director

Steve Heacock, Commissioner

Mary McClure, Commissioner



“Serving What Matters Today with a View For Tomorrow.”

Port of Kingston Board of Commissioners

Work Session

October 22nd, 2024, 9:30 – 11:00AM

NAME		GUEST	
Greg Englin	<input checked="" type="checkbox"/>	Nancy Langwith	<input checked="" type="checkbox"/>
Steve Heacock	<input checked="" type="checkbox"/>	Mark Ryan	<input checked="" type="checkbox"/>
Laura Gronnvoll	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Mary McClure	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Audra Trainer	<input type="checkbox"/>		<input type="checkbox"/>
Kris Williams	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Torey Grandt	<input type="checkbox"/>		<input type="checkbox"/>

Meeting called by: Port of Kingston Commissioners
Type of meeting: Work Session
Location: Village Green Community Center

Welcome to the October 22, 2024 Work Session of the Kingston Port Commission. I’d like to remind everyone that this is a working session for the Commission to discuss and review various matters. Please note that public comment is not taken during the Work Session. There will be opportunities for public input during our regular Commission meeting. We appreciate your understanding and cooperation.

This is a preliminary agenda and is subject to change.

Agenda Topics

1. CALL TO ORDER – 9:32am

2. PLEDGE OF ALLEGIANCE

3. DISCUSSION

A. Strategic Planning

The 2024-2030 Strategic Plan was discussed.

B. Memorial for Ray Carpenter



PORT OF KINGSTON

"Serving What Matters Today with a View For Tomorrow."

NEXT REGULAR MEETING: Tuesday October 22nd, 2024 at 6:30p.m.

ADJOURN : 11:34am

Laura Gronnvoll, Commissioner

Greg Englin, Executive Director

Steve Heacock, Commissioner

Mary McClure, Commissioner



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
 Regular Session
 October 22nd, 2024 6:30 pm
 Meeting Minutes

NAME		EMAIL	GUESTS
Greg Englin	<input checked="" type="checkbox"/>	grege@portofkingston.org	Mark Libby
Steve Heacock	<input checked="" type="checkbox"/>	steveh@portofkingston.org	Tony Hitchman
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 type="checkbox"/>	toreyg@portofkingston.org	
Marc Horton	<input type="checkbox"/>	mhorton@washingtonprojectconsultants.com	

<p>1. Call to Order - Commissioner Gronnvoll called the meeting to order at 6:32pm</p>
<p>2. PLEDGE OF ALLEGIANCE</p>
<p>3. APPROVAL OF AGENDA</p> <p>Motion to approve agenda Moved: Commissioner Gronnvoll Second: Commissioner McClure</p> <p>Vote: Pass 3-0</p>
<p>4. PUBLIC COMMENT –</p> <p>Mark Libby asked what is the opportunity for the public to provide input on the Strategic Plan. There was no mention of making boating affordable for residents of Kingston in the mission statement. How can the Port provide beach access and still achieve economic development goals?</p> <p>Tony Hitchman strongly believes the Port should focus on economic development rather than parks and recreation issues. Tony believes the Port has done a great job contributing to the parks in the area, but ultimately parks are a county issue. He discourages the Port from removing the Toth and Hill properties out of the economic stream.</p>
<p>5. CONSENT AGENDA</p>



Serving what matters today, with a view for tomorrow.

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 September 10th, 2024 Work Session Meeting Minutes
- B. Approve September 24th, 2024 Work Session Meeting Minutes
- C. Approve September 25th, 2024 Regular Meeting Minutes
- D. Approve October 2nd, 2024 Special Session Minutes
- E. Approve October 8th, 2024 Work Session Meeting Minutes
- F. Approve September 2024 Warrants **\$254,083.09** (\$119,957.53 and \$134,125.56) and **\$139,052.23** EFT Payments

Motion to approve consent agenda
Moved: Commissioner Gronnvoll
Second: Commissioner McClure

Vote: Pass 3-0

6. ACTION ITEMS

A. APPROVE - RESOLUTION NO. 2024-10-22-01 AMEND CONTRACT WITH WASHINGTON PROJECT CONSULTANTS, PLLC.

Executive Director Englin explained the need to increase the contract amount to complete the tasks the Port is currently working on with Marc Horton as the Port Engineer throughout the rest of the year.

Commissioner Gronnvoll commented on the working relationship that ED Englin and Marc Horton. While they don't always agree, they question and challenge each other to work in the right direction for the benefit of the Port.

Commissioner Heacock read resolution into the record.

Motion to approve
Moved: Commissioner McClure
Second: Commissioner Gronnvoll
Vote: 3-0



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B. APPROVE – RESOLUTION NO. 2024-10-22-02 ADOPT 2024-2030 STRATEGIC PLAN

ED Englin explained the steps taken to develop the Strategic Plan. We received comments via email and in person from community members. This is a living document and is adaptable. We will review the plan in the first half of 2026. After this is approved, we will develop the annual work plan. In response to community feedback, efforts are underway to determine if and how we can improve beach access focusing on inclusivity for all visitors. We are working on an ADA audit to assess both compliance and performance. Another highlighted interest from the comments was parks. Future plans for these properties remain undecided pending the rezone. We are primarily focused on economic development. The question for the commission will be, do we surplus these properties to the county or the park district or do we retain them to support the business footprint and potential future use? We might revisit the mission, vision, and values when we review the Strategic Plan in 2026. We have an opportunity to annex property in the downtown Kingston area. We will communicate the steps that it will take to annex said property. In the next 12 months, we will conduct an analysis of the Ports real estate assets.

Commissioner Heacock read resolution into the record.

Motion to approve

Moved: Commissioner McClure

Second: Commissioner Gronnvoll

Vote: 3-0

C. APPROVE– RESOLUTION NO. 2024-10-22-03 AMEND RESOLUTION NO. 2024-10-02-04 ADOPT 2025 COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS

Commissioner Heacock read resolution into the record.

Motion to approve

Moved: Commissioner McClure

Second: Commissioner Gronnvoll

Vote: 3-0

7. DISCUSSION



Serving what matters today, with a view for tomorrow.

8. FINANCIAL REPORT

Finance Director Trainer reviewed the September Financials

Cash Reserves - \$2,833,288

LTGO Bond Balance - \$605,500

Net Cash Reserves - \$2,227,788

Fuel – Variance based on Volume

Guest Moorage – Under budget, ahead of last year Budget occupancy was 71% for Peak, Actual 48% for August, 46% for September

Permanent Moorage – Annual rate increase in February

Seasonal – Approximately 20-23 slips occupied, budget was 30

Parking – Budgeted for 60 licensed stall, actual is 91

Total Operating Revenue - \$2.6M

Gross Profit - \$2.1M

Operating Expense (Promotional and Dues – Funds donated to support the 4th of July Fireworks)

Total Operating Expense before Depr. - \$1.9M

Net Operating Income - (\$280,271)

Net Income - \$32,649

9. COMMISSION REPORT

Commissioner McClure – The County and cities are working together to develop Accessory Dwelling Unit (ADU) Plans that can “come off the shelf”. This will be very impactful for Kingston.

KRCC update – Transportation focus in Kitsap County is the Gorst coalition.

County is beginning to work on a climate change assessment. Navy is partnering with local agencies.

Commissioner Heacock – KCAC meeting (Oct. 9) discussed Citizens on Patrol. Citizens on Patrol are issuing parking tickets that can potentially become a lien.

County Commissioner attended KCAC and announced the Eglon Dept. of Natural Resources property is in process for a transfer to Kitsap County.

Updated KCAC on the adoption of the POK 2025 Budget, Restroom construction, and ADA Assessment.

10. STAFF REPORT

11. ADJOURN

Commission adjourned the meeting at 7:35pm

NEXT REGULAR SESSION: Wednesday November 20th, 2024, at 1:00 PM Village Green Community Center



Serving what matters today, with a view for tomorrow.

Laura Gronnvoll, Commissioner

Greg Englin, Executive Director

Steve Heacock, Commissioner

Mary McClure, Commissioner



Kitsap Regional Coordinating Council

The Kitsap Peninsula is the home of sovereign Indian nations, namely the Suquamish and Port Gamble S'Klallam Tribes.

KRCC Board Meeting Summary

v. 11-7-2024

Date: October 1, 2024

Time: 1:45 pm – 3:45 pm

Hybrid meeting with in-person participation at Norm Dicks Government Center Chambers and remote participation via Zoom

Decisions		
The KRCC Board approved: <ul style="list-style-type: none"> • The 6/4 Board meeting summary • Triangle Vouchers 24-08 - 24-10 • Amended 2024 KRCC Budget and Scope 		
Actions	Who?	Status
Review RMSA Insurance costs with the Executive Committee	KRCC Staff	Complete
Discuss potential discussion topics for Legislative Reception including the possible CCA repeal at the next Executive Committee meeting.	KRCC Executive Committee	Complete
Prepare the Legal Services memo first to be shared with the Executive Committee and then with the Executive Board at the Nov. 5 meeting.	KRCC Staff	Complete

1. Welcome and Introductions

KRCC Chair/Bainbridge Island Mayor Joe Deets welcomed the Executive Board to the hybrid meeting. He noted that this will be Sophie Glass's final KRCC Executive Board meeting as the KRCC Program Director. Kizz Prusia will be returning to KRCC as the Program Director. KRCC Board members thanked Sophie for her service as the Program Director.

2. Presentation of Gorst updates by Thompson Consulting Group

- David Overton, E.E. Overton Manager, and Tim Thomspson, Thompson Consulting Chief Executive Officer, provided an oral presentation with an update on the Gorst coalition. David gave an overview of the last three years regarding the Gorst coalition and noted that \$74 million has been appropriated by the State Legislature at this point for Gorst, and the project has been handed over to WSDOT. However, the full funding for the project has not yet been achieved.
- With the departure of U.S. Rep. Derek Kilmer, the coalition is waiting to see who the new partner will be going forward to advocate on the local level. The coalition will look toward the remainder of the Washington state delegation for advocacy. It has been an effective partnership to have funding from the public side and the private sector to support a professional team that has always been down in Olympia and talking to our federal delegates in DC.

Tim discussed what the next three years will look like for the Gorst coalition. With the money that has been appropriated for Gorst, WSDOT has been able to do some preliminary engineering and design for the project which is critical. Another process that is being discussed internally is the engagement

process that will need to be done for the businesses and residents around the Gorst area. The Gorst coalition will continue to meet with WSDOT and have the community's voice heard as this process continues. There is a need to continue to have voices in the community involved when talking and persuading legislators down in Olympia. Labor unions, firefighters, and local citizens were the people in the community that made the difference.

There is a federal interest in having this project moving forward beyond Congressman Kilmer. Tim explained there is also the support of U.S. Congressman Rick Larsen. The plan is also to continue forming a partnership with the Department of Defense because of the importance of defense and funding opportunities through grants and other allocations. Tim noted, it is important to be sensitive towards our tribal nations. There is a need to understand the sensitivity of cultural and historical studies that are sacred to those tribes, and we also must pay attention to environmental issues that could and will emerge in any project that has to be analyzed. These science and cultural resources reports are underway and once they are complete, we can move forward with informing the public.

Question/Comment from Board Member: When will WSDOT start the planning process and is there a role for the County or the City of Bremerton informing the public when construction starts?

Response: WSDOT will come and brief your staff. They have begun doing that on a semi-annual basis because the project is still largely on a scoping process. The local process has not kicked off entirely yet since construction is still more than two years from now.

3. Consent Agenda

- Approve the June 4 Board meeting summary & Triangle vouchers 24-08-24-10

Councilmember Stern moved to approve the June 4 Board meeting summary. Commissioner Strakeljahn seconded. The summary was approved as drafted without objection.

4. Full Discussion/Action Items

- Update on the pre-approved Accessory Dwelling Unit Plans

Heather Wright, Poulsbo Planning Director, presented an update on the pre-approved Accessory Dwelling Unit Plans. She noted the vision for this effort started with the drafting of an RFQ that was sent out for proposals. In total 9 submittals were received and scored and following interviews, a consultant was selected. The Artisans Group has completed pre-approved ADU plans for other cities including Lacey, Olympia, Tumwater, Port Angeles, and Seattle. Scope and budget talks have begun with Artisans and will continue throughout the end of the year. Once the plans are drafted, meetings will be held with local builders and contractors to gather feedback and implementation. This will be a way to spread the word, but also to make sure what is being created is meaningful and available to the community. She thanked all the city and county planners who were a part of the AUD planning crew and the local officials in securing the \$100k needed to move forward with this project. The hope is to have these plans set available for community purchase and construction in the spring.

Question/Comment from Board Member: Can you explain how at the consumer and property owner level this process will work in gaining the permitting?

Response: At the consumer level they would come to city hall, and we would share with them the preapproved plans that we have. Any plans will need some modifications, but they will already have been approved by the review bodies.

Question/Comment from Board Member: Is there any discussion or plans to look at any attached structures or any preapprovals for basement remodels or garage retrofits?

Response: Not currently. The only attached version that we are looking to provide would be the potential for the ADU itself to be attached.

Question/Comment from Board Member: How long do you see these plans being valid? 3 years? 5 years?

Response: We know that these plans will be updated to meet the 2024 plan. We have baked that into the contract, and within the scope of the contract we have laid out the ability to update those plans so that they continue to be available and at a low cost because we would be using the same architectural firm that designed them.

- Approve amended 2024 KRCC budget and scope

The Board discussed the use of \$50,000 carry forward funds for the ADU architect. It was noted that the Board's role was to update the 2024 KRCC Workplan and Budget to allow Triangle Associates the ability to start paying the architect using \$50,000 in carryforward funds. The \$50,000 in carryforward funds is distinct from the \$24,000 that KRCC holds in reserves. The goal is for participating jurisdictions (Kitsap County, Bainbridge, Bremerton, Poulsbo, and Port Orchard) to all contribute an additional sum to allow a comprehensive and functional set of plans for residents to use. Board members had the following comments:

- A Board member expressed their full support for this plan. Note that this ADU contract needs to be a living document due to code changes and it is important that ADU plans have something relevant.

Mayor Wheeler moved to approve the amended 2024 KRCC budget and scope. Commissioner Garrido seconded. The amended 2024 KRC budget and scope were approved without objection.

- Review draft 2025 KRCC Work Plan

The Board reviewed a draft of the 2025 KRCC Work Plan. It was noted that 2025 will be a lighter year than 2024 in terms of transportation programs since there is no transportation competition. Next year will be slightly heavier in terms of the land use program due to the ADU effort. The KRCC Board will vote on this work plan during the November KRCC Board meeting. The Board had no comments.

- Review draft 2025 KRCC Budget

The Board reviewed a draft of the 2025 KRCC Budget. It was noted the additional \$50,000 for the ADU architect will be separately invoiced to participating jurisdictions. As such, the overall budget (less ADU architect) is similar to the 2024 budget. In addition, KRCC staff are currently meeting with different legal firms, due to Kitsap County no longer being able to provide legal services for KRCC. The KRCC Board will vote on this budget during the November KRCC board meeting. The 2025 dues will be calculated based on the final budget. Board members had the following comments on this matter:

- A Board member asked how unique the carryforward had been over the last couple of years. The KRCC staff noted that the carryforward funds were due to a lack of travel due to COVID and because of that a lot of money was saved up.

- Discuss the 2024 KRCC Legislative Reception plan

The Board discussed the 2024 KRCC Legislative Reception. KRCC Staff provided an update that the Legislative Reception will be held on December 5, 2024, at the Kitsap Golf and Country Club. It was encouraged that all KRCC members RSVP via the QR code in their packet if they have not already. Additionally, KRCC members were encouraged to reach out to their legislators and request they attend along with their full councils/commissions. Board members had the following comments on this matter:

- A Board member proposed that at the legislative reception, there should be a discussion with the state legislators about the possible repeal of the CCA.

5. KRCC Committee Reports

Land Use

- No significant items currently.

Transportation

- Upcoming TransPol meeting and PSRC scoring

The Board was informed about the upcoming Oct. 17th TransPol meeting. It was noted that at the meeting, there will be a report on PSRC's effort to establish a scoring threshold for 2026.

6. PSRC Board and Committee Reports

- Executive Board

Mayor Erickson reported that the biggest conversation happening right now at the Executive Board is PSRC's next regional transportation plan. She noted that the plan is a federal requirement and will be crafted over the next year. In addition, there was a briefing of the students who participated in the summer academy.

- Growth Management Policy Board (GMPB)

Commissioner Walters reported that the GMPB had a robust discussion in Bremerton recently about regional and traffic safety. There will be additional meetings across Puget Sound about this topic of traffic safety over the coming months.

- Economic Development District Board (EDDB)

Commissioner Strakeljahn reported that the EDDB is developing its 2025 Legislative agenda.

7. Corridor Committee Reports

- SR 305

Mayor Deets reported that the SR 305 corridor group met a month ago and noted some of the projects that have been completed including the Johnson Road roundabout, and additional roundabouts that are being completed on the north end of Bainbridge Island. In addition, he noted that following a meeting with WSDOT and city staff, it was apparent that WSDOT has funding and plans for a roundabout on 305 and High School Road in Winslow. This is a separate source of funding from the SR 305 working group and the Bainbridge Island City Manager is looking into it.

- HW 104

Commissioner Rolfes reported that in the spring of 2025, there will be a new automated tally system for taking the ferry. This will require ferry riders to route themselves down HW 104 so vehicles will no longer be able to cut through Kingston. This system will be in place from May through October. In addition, they will be ingress and egress to the Kingston Ferry, to be on the side where you currently drive off the Kingston Ferry. The hope is that this will remove the congestion that happens in the Kingston main street area. Commissioner McClure noted that the Port of Kingston is looking into what impacts these changes may have on residents in Kingston and those who are trying to cut back through around to get through the ferry line.

8. KRCC Emergent and Countywide Issues

- North Base Kitsap (NBK)

Captain Hale reported to the Board about a recent conference he attended regarding Intergovernmental Support Agreements that Navy bases around the country have made with local government bodies in providing services to areas around their bases including services such as snow plowing, sweeping services, pest control that will serve the best interests of both the navy and the jurisdictions around them.

9. Homelessness and Affordable Housing

- City of Poulsbo

Mayor Erickson reported that the City of Poulsbo is groundbreaking on their Nordic cottages and building a permanent supportive city this week which will bring needed affordable housing to the Poulsbo area.

- City of Bremerton

Mayor Wheeler reported that the Salvation Army low-barrier shelter is trending toward capacity. This will continue to be monitored, and the hope is that increased case management will help transition people out of the shelter into supportive housing.

- Kitsap County

Commissioner Garrido reported that the Mile Hill shelter will be opening by the end of the year and will be a welcome addition to transitional housing in the county and will be able to house 75 individuals.

10. Staff Report

- KRCC Income Statement

The income statement is provided in the meeting packet.

- Triangle Contract Services for 2025-2026

The Board reviewed the draft Triangle contract services for 2025-2026. The Board will vote on this two-year contract during the November Board meeting.

11. Public Comment

An opportunity for public comment was offered. There were no public comments.

12. KRCC Board Questions, Concerns, and Announcements

- Board Announcements

Mayor Erickson reported that the City of Poulsbo is putting up traffic cameras on the north end of Viking Avenue and Noel Road due to excessive speeds and people running red lights. Councilmember Stern reported that Olympic College has opened their Allied Health campus that will provide technical training and workforce development in lobotomy, radiology, sonography, and radiology. The college board is seeking \$70 million to expand the Paulsville campus.

13. Adjourn

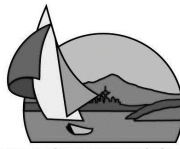
The meeting adjourned at 3:11 PM.

Appendix A – Board Members in Attendance

Jurisdiction	Board Member	In Attendance?
Bainbridge Island		
	Mayor J. Deets (Chair)	present
	Council Member K. Hytopoulos	
Bremerton		
	Mayor G. Wheeler	present
	Council Member J. Chamberlin	present
	Council Member J. Coughlin	present
Kitsap County		
	Commissioner C. Garrido	present
	Commissioner K. Walters	present
	Commissioner C. Rolfes	present
Kitsap Transit		
	Director J. Clauson	
Naval Base Kitsap		
	Captain J. Hale	present
	Anna Whalen (alt.)	
	Allison Satter (alt.)	
Port Gamble S'Klallam Tribe		
	Chairwoman A. Caldera	
Port of Bremerton		
	Commissioner A. Strakeljahn (Vice Chair)	present
	Commissioner G. Anderson (alt.)	
	Commissioner C. Bozeman (alt.)	
Port of Kingston		
	Commissioner M. McClure	present
	Commissioner L. Gronnvoll (alt.)	present
Port Orchard		
	Mayor R. Putaansuu	
	Council Member M. Trenary	
	Council Member E. Worden (alt.)	
Poulsbo		
	Mayor B. Erickson	present
	Council Member E. Stern	present
Suquamish Tribe		
	Council Chair L. Forsman	
	Council Member J. Mills (alt.)	
Other		
WSDOT	George Mazur	
WSDOT	Ashley Carle (alt.)	
WSF		
Dept. of Commerce		

Appendix B – Non-Board-Member Participants

Affiliation	Name
KRCC Facilitation Team	
KRCC Program Lead	Sophie Glass, Kizz Prusia
KRCC Administrative Coordinator	Zak Ott
KRCC Transportation Program Lead	Emilie Pilchowski
KRCC Land Use Program Lead	Pauline Mogilevsky
Presenters	
EE Overton	David Overton
Thompson Consulting	Tim Thompson
City of Poulsbo	Heather Wright
Other Attendees	
Kitsap Transit	Steffani Lillie
Puget Sound Regional Council	Erika Harris
City of Bremerton	Vicki Grover



**PORT OF KINGSTON
Warrant List**

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$48,245.46** from the Port of Kingston, Marina Revenue Fund, the 13th day of March 2024.

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

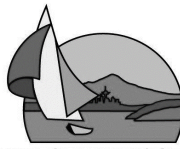
Mary McCLure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Finance Director

Date	Warrant	Amount	Vendor
3/13/2024	37042	\$32.00	ALL SHRED
3/13/2024	37043	\$545.00	RELIABLE STORAGE
3/13/2024	37044	\$61.91	BLUE SKY PRINTING
3/13/2024	37045	\$23.14	BUILDERS FIRSTSOURCE
3/13/2024	37046	\$5,912.50	BUNDY LAW GROUP
3/13/2024	37047	\$163.80	CRAIN PEST CONTROL, LLC
3/13/2024	37048	\$7,960.64	CSD ATTORNEYS AT LAW
3/13/2024	37049	\$12,244.28	ELAN FINANCIAL SERVICES
3/13/2024	37050	\$565.90	HENERY HARDWARE
3/13/2024	37051	\$1,027.11	KITSAP BANK VISA
3/13/2024	37052	\$2,524.26	KPUD- KITSAP PUBLIC UTILITY
3/13/2024	37053	\$2,022.10	LAURA GRONNVOLL
3/13/2024	37054	\$52.22	MCMASTER-CARR
3/13/2024	37055	\$2,929.10	OLYMPIC ESD 114
3/13/2024	37056	\$45.10	OLYMPIC SPRINGS, INC.
3/13/2024	37057	\$95.58	PACIFIC OFFICE AUTOMATION
3/13/2024	37058	\$225.98	S-NET COMMUNICATIONS INC
3/13/2024	37059	\$1,571.01	STAR RENTALS INC.
3/13/2024	37060	\$1,074.31	VERIZON WIRELESS
3/13/2024	37061	\$7,885.00	WASHINGTON PROJECT CONSULTANTS, PLLC
3/13/2024	37062	\$1,284.52	WASTE MANAGEMENT

\$48,245.46



**PORT OF KINGSTON
Warrant List**

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$24,768.23** from the Port of Kingston, Marina Revenue Fund, the 14th day of March 2024.

Laura Gronnvoll, Commissioner

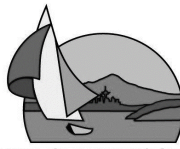
Steve Heacock, Commissioner

Mary McClure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Finance Director

Date	Warrant	Amount	Vendor
3/14/2024	37063	\$8.11	Joseph Dunaravich
3/14/2024	37064	\$1,655.53	PUGET SOUND ENERGY
3/14/2024	37065	\$714.34	ULINE
3/14/2024	37066	\$22,390.25	WENZLAU ARCHITECTS, PS
		\$24,768.23	



**PORT OF KINGSTON
Warrant List**

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$100,290.89** from the Port of Kingston, Marina Revenue Fund, the 28th day of March 2024.

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

Mary McCLure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Finance Director

Date	Warrant	Amount	Vendor
3/28/2024	37067	\$272.17	Fletcher, Michael
3/28/2024	37068	\$1,837.03	Washington Commercial Construction
3/28/2024	37069	\$1,410.42	Amazon Capital Services
3/28/2024	37070	\$6,352.50	BUNDY LAW GROUP
3/28/2024	37071	\$163.80	CRAIN PEST CONTROL, LLC
3/28/2024	37072	\$21,980.46	Eagle Pipe Heating and Air
3/28/2024	37073	\$1,968.75	ELMQUIST COMMERCIAL LLC
3/28/2024	37074	\$3,237.00	KITSAP COUNTY PUBLIC WORKS
3/28/2024	37075	\$17.91	PACIFIC OFFICE AUTOMATION
3/28/2024	37076	\$165.00	PUGET SOUND CLEAN AIR AGENCY
3/28/2024	37077	\$6,519.62	PUGET SOUND ENERGY
3/28/2024	37078	\$22,377.76	REGENCE BLUESHIELD
3/28/2024	37079	\$973.76	ULINE
3/28/2024	37080	\$25.45	VANESSA RESSLER
3/28/2024	37081	\$402.00	VERN'S ORGANIC TOPSOIL
3/28/2024	37082	\$32,587.26	World Kinect Energy Services
		<u>\$100,290.89</u>	



Voucher Certification and Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Finance Director/Port Auditor

Date

Date	Claimant	Amount	Purpose	Cash Transmittal
03/04/2024	Intuit	\$46,019.92	Payroll	R00226061
03/05/2024	Washington State DRS	\$11,892.36	PERS	R00226222
03/05/2024	Washington State DRS	\$960.00	DCP	R00226221
03/05/2024	Global Payment Systems	\$10,531.85	CC Fees - Office	R00226345
03/05/2024	Gravity Payment Systems	\$1,135.10	CC Fees - Parking	R00226347
03/05/2024	PCS Payment Systems	\$221.54	CC Fees - Fuel	R00226346
03/18/2024	Intuit	\$39,360.78	Payroll	R00226528
03/20/2024	Washington State DRS	\$960.00	DCP	R00226671
03/25/2024	Washington State DOR	\$5,056.03	Excise Tax	R00226725
		<u>\$116,137.58</u>		

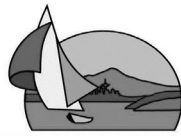
Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

Mary McClure, Commissioner

I, the undersigned, do hereby certify under penalty or perjury that the expenses incurred as described herein and all claims are just, due, and paid obligations against the Port of Kingston and that I am authorized to authenticate and certify to said claims.

Audra Trainer, Finance Director/Port Auditor



PORT OF KINGSTON
Warrant List

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$18,802.55** from the Port of Kingston, Marina Revenue Fund, the 11th day of October 2024.

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

Mary McClure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Finance Director

Date	Warrant	Amount	Vendor
10/11/2024	37336	\$32.09	A & L Topsoil, Inc
10/11/2024	37337	\$32.00	All Shred
10/11/2024	37338	\$814.06	Bainbridge Island Electric
10/11/2024	37339	\$380.78	Comcast
10/11/2024	37340	\$343.98	Crain Pest Control, LLC
10/11/2024	37341	\$512.00	CSD Attorneys At Law
10/11/2024	37342	\$49.01	Grainger
10/11/2024	37343	\$36.18	Greg Englin
10/11/2024	37344	\$1,736.92	Henderson Marine Supply, Inc.
10/11/2024	37345	\$327.36	Henery Hardware
10/11/2024	37346	\$235.77	Kitsap Bank Visa-AT
10/11/2024	37347	\$393.99	Kitsap Bank Visa-GE
10/11/2024	37348	\$240.00	L&L Port O Potty, Inc
10/11/2024	37349	\$2,022.10	Laura Gronnvoll
10/11/2024	37350	\$327.00	Mary McClure
10/11/2024	37351	\$84.20	Olympic Springs, Inc.
10/11/2024	37352	\$43.77	Pape Material Handling
10/11/2024	37353	\$112.02	Reddy Ice
10/11/2024	37354	\$226.32	S-Net Communications Inc
10/11/2024	37355	\$496.57	Seattle Marine & Fishing Supply
10/11/2024	37356	\$969.14	Verizon Wireless
10/11/2024	37357	\$5,842.50	Washington Project Consultants, PLLC
10/11/2024	37358	\$3,544.79	Waste Management

\$18,802.55



PORT OF KINGSTON
Warrant List

We, the undersigned Board of Commissioners of the Port of Kingston, Kitsap County Washington, do hereby certify the merchandise for services hereinafter specified have been received and the warrants listed below are approved for payment in the amount of **\$56,862.23** from the Port of Kingston, Marina Revenue Fund, the 29th day of October 2024.

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

Mary McClure, Commissioner

We, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Finance Director

Date	Warrant	Amount	Vendor
10/29/2024	37359	\$2,017.96	Washington Commercial Construction
10/29/2024	37360	\$2,992.33	Amazon Capital Services
10/29/2024	37361	\$575.00	Association Of Washington Business
10/29/2024	37362	\$156.16	Central Welding Supply Inc
10/29/2024	37363	\$1,291.32	DTG Recycle
10/29/2024	37364	\$1,462.00	Fine Edge
10/29/2024	37365	\$3,198.04	Kitsap County Public Works
10/29/2024	37366	\$28.04	Gannett Washington LocalIQ
10/29/2024	37367	\$458.64	Kitsap Towing
10/29/2024	37368	\$1,364.08	McMaster-Carr
10/29/2024	37369	\$305.76	On IT Networks, Inc
10/29/2024	37370	\$2,321.60	Puget Sound Energy
10/29/2024	37371	\$28,340.73	Regence Blueshield
10/29/2024	37372	\$2,194.70	River City Lights, LLC
10/29/2024	37373	\$1,287.00	Sound Publishing, Inc.
10/29/2024	37374	\$3,825.25	State Auditor'S Office
10/29/2024	37375	\$1,220.86	Swift Plumbing And Heating Inc.
10/29/2024	37376	\$831.84	Tanknology
10/29/2024	37377	\$2,797.99	Uline
10/29/2024	37378	\$192.93	West Marine Pro
		<u>\$56,862.23</u>	



Voucher Certification and Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Port of Kingston and that I am authorized to authenticate and certify to said claim.

Audra Trainer, Finance Director/Port Auditor

Date

Date	Claimant	Amount	Purpose	Cash Transmittal
10/03/2024	Intuit	\$52,706.93	Payroll	R00232591
10/04/2024	Washington State DRS	\$985.00	DCP	R00232649
10/04/2024	PCS Payment Systems	\$1,428.94	CC Fees - Fuel	R00232663
10/04/2024	Gravity Payment Systems	\$1,923.52	CC Fees - Parking	R00232669
10/04/2024	Clearent Payment System	\$5,722.16	CC-Fees-Office	R00232670
10/11/2024	Washington State DOR	\$462.16	Business License Renewal	R00232876
10/16/2024	Washington State DRS	\$13,482.20	PERS	R00233010
10/17/2024	Intuit	\$45,529.67	Payroll	R00233022
10/18/2024	Washington State DRS	\$1,135.00	DCP	R00233056
10/21/2024	Elan Financial Services	\$2,202.40	Port Credit Cards	R00233107
10/28/2024	Washington State Dept of L & I	\$6,903.30	Quarterly L&I Taxes	R00233307
10/28/2024	Washington State DOR	\$12,000.04	Excise Tax	R00233308
10/29/2024	Washington State DOR	\$43,158.24	Leasehold Taxes	R00233352
		\$187,639.56		

Laura Gronnvoll, Commissioner

Steve Heacock, Commissioner

Mary McClure, Commissioner

I, the undersigned, do hereby certify under penalty or perjury that the expenses incurred as described herein and all claims are just, due, and paid obligations against the Port of Kingston and that I am authorized to authenticate and certify to said claims.

Audra Trainer, Finance Director/Port Auditor

Port of Kingston
Kitsap County, WA

RESOLUTION NO. 2024-11-26-01

A Resolution of the Commission of the Port of Kingston

RESOLUTION TO APPROVE PURCHASE OF MATERIALS AND INSTALLATION FOR FUEL AND STORMWATER SYSTEMS

WHEREAS, the Port of Kingston provides fuel to support economic development, tourism, and the marina line of business, and infrastructure needs to be brought into compliance,

WHEREAS, the Port of Kingston Commission approved a previous request for purchase of materials and installation of the fuel system in the not to exceed amount of \$67,000.00,

WHEREAS, the Port of Kingston Commission is being asked to approve an additional amount of \$100,964.56 for materials and labor to complete both the fuel and the stormwater systems upgrades and relocations,

THEREFORE, BE IT RESOLVED, by the Commissioners for the Port of Kingston approves purchase of labor and materials to maintain the fuel system at the marina and reposition the stormwater system.

Passed by the Board of Commissioners for the Port of Kingston, Kitsap County, Washington at a regular meeting held this 26th day of November, 2024.

**PORT OF KINGSTON
KITSAP COUNTY, WASHINGTON**

Laura Gronnvoll, Commissioner

Attest: _____
Greg Englin, Executive Director

Steve Heacock, Commissioner

Mary McClure, Commissioner

Port of Kingston
Kitsap County, WA

RESOLUTION NO. 2024-11-26-02

A Resolution of the Commission of the Port of Kingston

**RESOLUTION TO APPROVE CONTRIBUTION TO PACIFIC NORTHWEST WATERWAYS ASSOCIATION
(PNWA) AMICUS BRIEF**

WHEREAS, the Port of Kingston has an obligation to create economic development and provide public access,

WHEREAS, the Port of Kingston has identified a need to preserve the legislative rulemaking process to support legitimate permitting process for in-water work,

THEREFORE, BE IT RESOLVED, by the Commissioners for the Port of Kingston approves the payment of \$10,000 to PNWA for the sole purpose of financial support for filing of an amicus brief in support of current cases filed by National Hydropower Association, Northwest Hydroelectric Association and the Skagit County Dike, Drainage and Irrigation Improvement District No. 12 and directs the Executive Director to execute on this resolution and attached document.

Passed by the Board of Commissioners for the Port of Kingston, Kitsap County, Washington at a regular meeting held this 26th day of November, 2024.

**PORT OF KINGSTON
KITSAP COUNTY, WASHINGTON**

Laura Gronnvoll, Commissioner

Attest: _____
Greg Englin, Executive Director

Steve Heacock, Commissioner

Mary McClure, Commissioner



CALL TO ACTION: PNWA REGULATORY LEGAL ACTION STEERING COMMITTEE

BACKGROUND: The PNWA membership had grown frustrated by the regulatory rulemaking process undertaken without stakeholder engagement, any economic impact analysis, or coordination with other Federal agencies, done first through internal guidance by NOAA Fisheries West Coast Region Office in 2018, then through a Memorandum of Resolution (Administrative Rulemaking) signed in 2022 by NOAA and the U.S. Army Corps of Engineers, and then finally through formal rulemaking by NOAA Fisheries and the U.S. Fish and Wildlife Service in 2024. As a result of this flawed regulatory process, PNWA members have seen significant project delays, cost increases, and complexity added to maintenance of existing structures, let alone building any new infrastructure. As a result, PNWA established the Regulatory Legal Action Steering Committee co-chaired by Laura Gurley, Port of Everett, and Tabitha Reeder, Port of Kalama. The Steering Committee has determined it would like to hire an attorney to draft an amicus brief to participate in two cases relevant to the regulatory issues affecting the PNWA membership. In addition, some PNWA members may also wish to contribute towards another lawsuit in which the Washington Public Port Association (WPPA) is drafting an amicus brief. The Steering Committee would need to raise these dedicated funds that would be restricted solely for this purpose as it is not currently a budgeted task in PNWA's annual budget and hopes you will consider contributing towards this effort.

RECENT RULEMAKING: On May 6, 2024, new Agency Coordination [rulemaking](#) proposed by NMFS and USFWS (the Services) regarding Endangered Species Act (ESA) section 7 consultations went into effect. Essentially, this modifies the environmental baseline such that the existing structure is no longer included as part of the baseline condition when seeking a consultation for a maintenance permit. Permittees will be required to mitigate for the enduring effects the structure's existence has on the species and habitat in addition mitigating for the maintenance action proposed. In addition, the Services created new authority for their agencies to require conservation offsets to maintenance projects. The Services acknowledged in their final rulemaking they essentially ignored public comment and finalized the rule as proposed. NMFS continues to interpret their 2019 rule as allowing Corps Civil Works projects to be included in the environmental baseline as the Corps lacks discretion to modify or remove the projects because they are Congressionally authorized and required to be maintained in working order for the public's benefit. However, since the Corps has discretion over whether to issue maintenance and construction permits, Regulatory Program projects do not get to be included in the environmental baseline.

RECENT MAJOR RULINGS: On June 28, 2024, the most significant Supreme Court ruling with respect to regulatory issues came in the *Loper Bright Enterprises v. Raimondo* (Secretary of the U.S. Department of Commerce) case. The Supreme Court determined that if a law is ambiguous, then judges must exercise their independent judgement to determine if an agency acted within the scope of its statutory authority rather than relying on the agency's interpretation. As a result, the *Chevron v. Natural Resources Defense Council* decision was overruled and Chevron deference was overturned. Second, the *Maine Lobstermen's Association v. NMFS* decision issued June 23, 2023 by the U.S. Court of Appeals for the District of Columbia Circuit, ruled that NMFS must base its assumptions on what is likely to occur regarding impacts to North Atlantic Right Whales from Lobster fishery impacts rather than worst case scenarios when developing biological opinions. NMFS was ordered to vacate the rule and prepare a new biological opinion too. Finally, on July 1, 2024, the Supreme Court ruling in the *Corner Post, Inc. v. Board of Governors of the Federal Reserve System* case held that plaintiffs have the right to sue the U.S./Federal agencies from the time they are injured by a regulation rather than from the standard 6-year statute of limitations. This extends the timeframe available to plaintiffs to sue the U.S./Federal agencies over regulation. These cases may be very helpful in addressing recent rulemaking challenges in our region and nationally.

OVERVIEW OF CURRENT CASES:

NHA/NWHA v. NMFS & USFWS - On August 2, 2024, the National Hydropower Association (NHA) and Northwest Hydroelectric Association (NWHA) filed a lawsuit against NOAA Fisheries (NMFS) and U.S. Fish and Wildlife (USFWS) in U.S. District Court for the District of Columbia (Washington, DC). The main question in the case for the

court to determine is whether the Services' new interpretation of their authority to require conservation offsets as Reasonable and Prudent Measures (RPM) in Incidental Take Statements (ITS) is consistent with the ESA or if it is not consistent and is arbitrary and capricious. The NHA and NWA believe this new interpretation exceeds the statutory authority under the ESA. Many PNWA members also believe this new interpretation goes beyond the scope envisioned by Congress under the ESA. If amicus briefs are to be filed, the deadline would likely be November/December 2024 timeframe.

Skagit County Dike, Drainage and Irrigation Improvement District No. 12 v. NMFS – On July 1, 2024, the Skagit Dike District No. 12 filed a lawsuit against NMFS in the Western District Court of Washington State. This amends their previous lawsuit against NMFS in which the court ruled that NMFS violated their statutory timeline requirement to provide a biological opinion/consultation for the Skagit Dike District No. 12's failing tide gate replacement. This lawsuit is challenging NMFS' jeopardy biological opinion, the underlying assumptions made, environmental baseline, and science used to reach the jeopardy call and exorbitant mitigation requirements. If amicus briefs are to be filed, the deadline would likely be February/March 2025 timeframe.

Estimated initial funding need: \$40,000 for PNWA's attorney to draft amicus briefs for the NHA/NWA and Skagit Dike District No. 12 cases. You can provide more, but the **suggested contribution range is \$2,000 to \$10,000.**

~~PNWA has been asked to support the WPPA amicus brief effort on behalf of the Port of Tacoma related to their stormwater case which is currently petitioning for writ of certiorari to be heard by the U.S. Supreme Court. This financial contribution would show solidarity and allow PNWA to add its name to the amicus brief. Also, as many ports and terminals are vulnerable to citizen lawsuits regarding stormwater, this case is pertinent to membership.~~

~~*Puget Soundkeeper Alliance v. APM Terminals et al.* - The Puget Soundkeeper Alliance (PSA) sued APM Terminals, Port of Tacoma, SSA Terminals, LLC, and SSA Terminals (Tacoma), LLC over compliance with the Washington Department of Ecology's expanded industrial stormwater general permit (ISGP). The Western District of Washington ruled in favor of APM Terminals, Port of Tacoma, etc. in November 2020. PSA appealed the decision to the Ninth Circuit Court of Appeals. In June 2024, the Ninth Circuit issued its opinion in favor of PSA. As a result of the Ninth Circuit ruling in this case, the Federal Clean Water Act citizen-suit provision can be used to enforce permit conditions based on state laws which may go above and beyond Clean Water Act requirements for states under the Ninth Circuit. In the Second Circuit, a similar case ruled the exact opposite of the Ninth Circuit. So now there is a "Circuit Split" which could entice the Supreme Court to hear the case to settle the issue.~~

~~Estimated initial funding need: \$3,000 for PNWA to support WPPA's amicus brief effort. You can provide more, but the **suggested contribution range is \$500 to \$2,000.**~~

CONTRIBUTIONS: Please complete the form below specifying your desired contribution level *towards one or both* legal efforts. You may send one check which will be deposited and distributed according to your allocation preference listed below.

Name: GREG ENGLIN Title: EXECUTIVE DIRECTOR
Organization: PORT OF KINGSTON
Contribution towards NHA/NWA and Skagit Dike District 12 legal effort by PNWA: \$10,000.00

~~Name: _____ Title: _____
Organization: _____
Contribution for PNWA's assistance to WPPA's amicus brief on behalf of the Port of Tacoma case: \$ _____~~

Send completed form and check to:
PNWA
c/o Regulatory Legal Action Steering Committee
4224 NE Halsey Street, Suite 325
Portland, OR 97213

Port of Kingston
Balance Sheet
For The Period Ending October 31, 2024 - Preliminary

	October 31, 2024	October 31, 2023	Change
	Actual	Actual	
ASSETS			
Current Assets			
Cash and cash equivalents	2,966,435	2,766,961	199,474
Accounts receivable	13,030	(7,282)	20,312
Current portion of lease receivable	168,631	163,246	5,385
Taxes receivable	6,560	6,013	547
Inventory	35,127	64,119	(28,992)
Prepaid expenses	177,724	171,876	5,847
Total Current Assets	3,367,507	3,164,933	202,573
Noncurrent Assets			
Lease receivable	1,887,738	2,056,370	(168,632)
Net pension asset	241,945	272,707	(30,761)
Total Noncurrent Assets	2,129,683	2,329,077	(199,393)
Capital Assets			
Buildings and Structures			
Gen and Admin	541,656	541,656	0
Marina Boat Launch	39,817	39,817	0
Real Estate	525,083	525,083	0
Parks	162,174	162,174	0
Terminal Facility	1,570,686	1,570,686	0
Total Buildings and Structures	2,839,416	2,839,416	0
Construction in Progress	565,860	272,994	292,866
Land			
Gen and Admin	373,874	373,875	0
Real Estate	563,914	563,914	0
Parks	432,276	432,275	0
Parking	500,992	500,992	0
Total Land	1,871,056	1,871,056	0
Machinery and Equipment			
Gen and Admin	135,304	122,621	12,683
Marina Perm Moorage	87,831	87,831	0
Guest Moorage	29,858	29,858	0
Marina Fuel	74,651	45,584	29,067
Marina Boat Launch	15,320	15,320	0
Real Estate	9,122	9,122	0
Parks	41,849	41,849	0
Parking	31,443	31,443	0
Total Machinery and Equipment	425,378	383,628	41,750

Port of Kingston
Balance Sheet
For The Period Ending October 31, 2024 - Preliminary

	October 31, 2024	October 31, 2023	Change
	Actual	Actual	
Marina			
Marina Perm Moorage	6,018,820	6,004,974	13,847
Marina Guest Moorage	692,848	692,973	(127)
Marina Fuel	412,409	412,409	0
Marina Boat Launch	95,718	95,719	0
Marina Fishing Pier	46,281	46,281	0
Total Marina	<u>7,266,076</u>	<u>7,252,356</u>	<u>13,720</u>
Other Improvements			
Gen and Admin	32,237	32,237	0
Parks	1,251,807	1,251,807	0
Parking	2,823	2,823	0
Total Other Improvements	<u>1,286,867</u>	<u>1,286,867</u>	<u>0</u>
Total Capital Assets	<u>14,254,653</u>	<u>13,906,317</u>	<u>348,336</u>
Less: Accumulated Depreciation	<u>(7,272,756)</u>	<u>(6,824,527)</u>	<u>(448,229)</u>
Total Net Capital Assets	<u>6,981,897</u>	<u>7,081,790</u>	<u>(99,893)</u>
Total Assets Before Deferred Outflows	<u>12,479,087</u>	<u>12,575,800</u>	<u>(96,713)</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows - asset retirement obligation	77,264	90,215	(12,952)
Deferred outflows - pensions	249,927	284,098	(34,170)
Total Deferred Outflows	<u>327,191</u>	<u>374,313</u>	<u>(47,122)</u>
Total Assets	<u>12,806,278</u>	<u>12,950,113</u>	<u>(143,835)</u>
LIABILITIES			
Current Liabilities			
Accounts payable	235,005	75,314	159,691
Accrued taxes	21,560	20,659	901
Payroll liabilities	62,413	55,581	6,832
Unearned revenue	1,308	0	1,308
Tenant deposits	75,714	70,690	5,025
Current portion of compensated absences	10,030	3,501	6,527
Current portion of long-term unearned revenue	24,512	23,830	683
Current portion of long-term debt	63,000	62,500	500
Total Current Liabilities	<u>493,542</u>	<u>312,075</u>	<u>181,467</u>

Port of Kingston
Balance Sheet
For The Period Ending October 31, 2024 - Preliminary

	October 31, 2024	October 31, 2023	
	Actual	Actual	Change
Noncurrent Liabilities			
Compensated absences	44,583	35,014	9,569
Long-term unearned revenue	1,138,740	1,163,820	(25,080)
Environmental remediation liability	120,000	117,000	3,000
Asset retirement obligation	195,824	179,655	16,169
Pension liability	100,023	152,217	(52,195)
General obligation bonds	542,500	605,500	(63,000)
Total Noncurrent Liabilities	<u>2,141,670</u>	<u>2,253,206</u>	<u>(111,537)</u>
Total Liabilities Before Deferred Inflows	2,635,212	2,565,281	69,930
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows - pensions	147,092	298,694	(151,601)
Deferred inflows - lease	2,056,370	2,219,616	(163,246)
Total Deferred Inflows	<u>2,203,462</u>	<u>2,518,310</u>	<u>(314,847)</u>
Total Liabilities	<u>4,838,674</u>	<u>5,083,591</u>	<u>(244,917)</u>
EQUITY			
Restricted for net pension asset	342,446	268,215	74,231
Committed	1,948,892	1,674,647	274,245
Unrestricted	5,676,266	5,923,660	(247,394)
Total Equity	<u>7,967,604</u>	<u>7,866,522</u>	<u>101,082</u>
Total Liabilities and Equity	<u>12,806,278</u>	<u>12,950,113</u>	<u>(143,835)</u>

Port of Kingston
Income Statement Year-To-Date
For The Period Ending October 31, 2024 - Preliminary

	October 31, 2024		Diff	October 31, 2023	
	Actual	Budget		Actual	Change
OPERATING REVENUE					
Fuel Sales	645,452	870,212	(224,760)	780,420	(134,967)
Moorage - Guest	235,631	345,759	(110,128)	224,063	11,567
Moorage - Permanent	1,058,379	1,093,013	(34,634)	1,043,993	14,386
Moorage - Seasonal	61,093	73,316	(12,223)	55,998	5,095
Other Operating Income	6,177	8,451	(2,274)	6,185	(8)
Other Operating Service	39,200	44,978	(5,778)	40,874	(1,674)
Parking	569,287	509,073	60,214	467,730	101,557
Rental Property	208,815	208,724	91	191,364	17,451
Retail Sales	3,569	3,208	361	6,132	(2,562)
Utilities Income	47,249	44,770	2,479	48,949	(1,702)
TOTAL OPERATING REVENUE	2,874,852	3,201,504	(326,652)	2,865,708	9,143
COST OF GOODS SOLD	528,350	736,950	(208,600)	655,499	(127,149)
GROSS PROFIT	2,346,502	2,464,554	(118,052)	2,210,209	136,293
OPERATING EXPENSE					
Bank Charges	1,898	1,170	728	995	903
Commissioner Expense	77,318	89,859	(12,541)	65,080	12,238
Compensation and Benefits	1,372,283	1,348,527	23,756	1,287,121	85,162
Computer and Telecom	58,086	63,582	(5,496)	45,334	12,752
Equipment and Maintenance	74,659	120,063	(45,405)	75,371	(713)
Insurance and Taxes	133,177	137,154	(3,976)	125,654	7,524
Other Operating Expense	36,131	8,989	27,142	6,726	29,406
Professional Services	182,563	213,250	(30,687)	196,072	(13,510)
Promotional and Dues	77,380	52,845	24,535	58,562	18,818
Supplies	35,117	53,528	(18,410)	40,910	(5,793)
Travel and Training	13,829	30,620	(16,792)	13,792	36
Utilities	126,978	127,305	(327)	124,093	2,887
TOTAL OPERATING EXP BEFORE DEPR	2,189,419	2,246,892	(57,473)	2,039,710	149,710
NET OPERATING INCOME BEFORE DEPR	157,082	217,662	(60,580)	170,500	(13,418)
Depreciation and Amortization	420,086	413,911	6,174	433,340	(13,254)
NET OPERATING INCOME	(263,004)	(196,250)	(66,754)	(262,840)	(164)

Port of Kingston
Income Statement Year-To-Date
For The Period Ending October 31, 2024 - Preliminary

	October 31, 2024		Diff	October 31, 2023	
	Actual	Budget		Actual	Change
OTHER INCOME					
Investment Income	76,567	30,412	46,154	52,911	23,655
Interest Income Lease	57,733	57,734	0	62,090	(4,356)
Property Tax Receipts	218,118	218,656	(538)	212,235	5,883
Leasehold Excise Tax	1,880	0	1,880	1,861	19
Gain/Loss on Assets	1,465	0	1,465	0	1,466
TOTAL OTHER INCOME	355,763	306,802	48,961	329,097	26,667
OTHER EXPENSE					
Interest Exp GO Bond	17,304	17,304	0	18,755	(1,451)
TOTAL OTHER EXPENSE	17,304	17,304	0	18,755	(1,451)
NET OTHER INCOME/EXPENSE	338,459	289,499	48,960	310,341	28,118
NET INCOME BEFORE CAPITAL GRANTS	75,456	93,249	(17,793)	47,501	27,955
Capital Grants	5,037	0	5,037	39,399	(34,362)
NET INCOME	80,493	93,249	(12,756)	86,900	(6,407)

Port of Kingston
Income Statement Year-To-Date
For The Period Ending October 31, 2024 - Preliminary

	01/31/2024	02/29/2024	03/31/2024	04/30/2024	05/31/2024	06/30/2024	07/31/2024	08/31/2024	09/30/2024	10/31/2024	Total YTD
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	
OPERATING REVENUE											
Fuel Sales	7,573	12,958	16,622	25,175	62,475	74,359	154,704	149,757	93,301	48,529	645,452
Moorage - Guest	11,015	6,377	7,052	8,168	26,210	33,471	49,422	42,019	36,790	15,107	235,631
Moorage - Permanent	107,271	102,943	104,888	104,976	107,346	106,295	106,511	106,022	106,430	105,696	1,058,379
Moorage - Seasonal	12,412	11,797	12,158	4,657	3,178	0	3,785	2,879	3,996	6,231	61,093
Other Operating Income	2,095	228	330	308	1,411	275	442	398	315	375	6,177
Other Operating Service	5,488	3,286	3,878	3,545	3,533	5,151	3,871	2,983	4,050	3,415	39,200
Parking	38,676	43,161	48,688	45,375	56,487	65,336	77,557	67,370	72,012	54,625	569,287
Rental Property	20,055	20,091	20,128	20,164	20,201	20,238	24,372	21,151	21,188	21,226	208,815
Retail Sales	0	0	24	18	154	336	1,729	700	497	112	3,569
Utilities Income	7,027	8,436	7,120	6,403	4,977	3,090	3,814	2,474	2,325	1,583	47,249
TOTAL OPERATING REVENUE	211,612	209,277	220,888	218,789	285,972	308,551	426,207	395,753	340,904	256,899	2,874,852
COST OF GOODS SOLD	7,339	12,745	15,150	20,597	52,442	59,613	127,289	120,812	74,760	37,602	528,350
GROSS PROFIT	204,273	196,532	205,738	198,192	233,530	248,938	298,918	274,940	266,143	219,297	2,346,502
OPERATING EXPENSE											
Bank Charges	93	186	220	84	261	452	155	150	137	158	1,898
Commissioner Expense	5,053	6,368	8,638	7,449	7,189	12,724	6,083	7,297	7,776	8,742	77,318
Compensation and Benefits	138,801	139,723	124,856	115,894	135,949	141,139	150,557	143,765	139,410	142,189	1,372,283
Computer and Telecom	6,380	5,636	6,177	2,751	6,926	6,955	6,960	4,960	5,217	6,124	58,086
Equipment and Maintenance	8,544	8,701	12,087	593	11,289	3,533	9,839	3,108	3,609	13,356	74,659
Insurance and Taxes	11,973	12,559	12,523	12,605	12,598	13,145	13,519	13,863	15,943	14,449	133,177
Other Operating Expense	545	(6,440)	8,765	28,470	702	585	3,329	22	120	32	36,131
Professional Services	17,411	30,633	30,444	70	33,669	20,553	9,319	17,506	10,546	12,414	182,563
Promotional and Dues	12,599	2,266	3,556	1,919	9,765	18,049	10,366	3,038	3,713	12,109	77,380
Supplies	3,036	2,262	2,444	516	5,225	1,973	12,023	2,572	2,694	2,371	35,117
Travel and Training	0	3,635	550	0	887	5,416	1,073	595	1,026	645	13,829
Utilities	10,146	16,493	9,756	9,539	20,292	8,725	10,484	19,479	5,122	16,943	126,978
TOTAL OPERATING EXP BEFORE DEPR	214,581	222,022	220,017	179,891	244,752	233,250	233,707	216,356	195,313	229,531	2,189,419
NET OPERATING INCOME BEFORE DEPR	(10,308)	(25,490)	(14,279)	18,302	(11,222)	15,688	65,211	58,585	70,830	(10,234)	157,082
Depreciation and Amortization	42,724	42,562	42,562	42,540	42,578	41,972	41,943	41,482	40,984	40,739	420,086
NET OPERATING INCOME	(53,032)	(68,052)	(56,841)	(24,238)	(53,800)	(26,284)	23,268	17,103	29,846	(50,973)	(263,004)
OTHER INCOME											
Investment Income	6,553	6,476	6,843	7,057	8,728	7,601	8,378	8,271	8,029	8,631	76,567
Interest Income Lease	5,939	5,902	5,865	5,829	5,792	5,755	5,718	5,681	5,644	5,607	57,733
Property Tax Receipts	321	8,017	9,128	91,473	15,996	1,519	926	2,213	3,539	84,986	218,118
Leasehold Excise Tax	0	621	0	0	665	0	0	595	0	0	1,880
Gain/Loss on Assets	0	0	0	0	0	0	0	0	1,466	0	1,465
TOTAL OTHER INCOME	12,813	21,016	21,836	104,359	31,181	14,875	15,022	16,760	18,678	99,224	355,763

Port of Kingston
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For The Period Ending October 31, 2024 - Preliminary

	01/31/2024	02/29/2024	03/31/2024	04/30/2024	05/31/2024	06/30/2024	07/31/2024	08/31/2024	09/30/2024	10/31/2024	Total YTD
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	
OTHER EXPENSE											
Interest Exp GO Bond	1,761	1,761	1,761	1,761	1,761	1,761	1,684	1,684	1,684	1,684	17,304
TOTAL OTHER EXPENSE	1,761	1,761	1,761	1,761	1,761	1,761	1,684	1,684	1,684	1,684	17,304
NET OTHER INCOME/EXPENSE	11,052	19,255	20,075	102,598	29,420	13,114	13,337	15,075	16,993	97,540	338,459
NET INCOME BEFORE CAPITAL GRANTS	(41,980)	(48,798)	(36,766)	78,360	(24,380)	(13,170)	36,605	32,178	46,839	46,566	75,456
Capital Grants	0	0	0	0	0	0	0	0	0	5,037	5,037
NET INCOME	(41,980)	(48,798)	(36,766)	78,360	(24,380)	(13,170)	36,605	32,178	46,839	51,603	80,493