



Serving what matters today, with a view for tomorrow.

Port of Kingston Board of Commissioners Regular Meeting Agenda

February 25th, 2026 at 6:30-8:30pm

Meeting called by: Port of Kingston Commissioners
Type of meeting: Regular Meeting
Location: Village Green Community Center
26159 Dulay Rd NE
Kingston, WA 98346

Welcome to the February 25th, 2026, 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

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



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 January 28th, 2026 Regular Meeting Minutes
- B. Approve February 3rd, 2026 Special Meeting Minutes
- C. Approve February 17th, 2026 Work Session Minutes
- D. Approve January 2026 Warrants **\$188,659.15 (\$61,769.96, \$54,590.74, and \$72,298.45)** and **\$180,622.21** EFT Payments

6. ACTION ITEMS

- A. N/A

7. DISCUSSION ITEMS

- A. Community organization / Port representation

8. FINANCIAL REPORT

- A. January Financials

9. COMMISSIONER REPORTS

10. STAFF REPORTS

11. NEXT REGULAR MEETING: Wednesday March 25th, 2026 at 6:30PM. Village Green Community Center 26159 Dulay Rd NE Kingston, WA 98346

12. ADJOURN

Steve Heacock, Commissioner

Attest: _____
Greg Englin, Executive Director

Mary McClure, Commissioner

Laura Gronnvoll, Commissioner



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
 Regular Session
 January 28th, 2026 6:30-8:00pm
 Meeting Minutes

NAME		EMAIL	GUESTS
Greg Englin	<input checked="" type="checkbox"/>	grege@portofkingston.org	
Steve Heacock	<input checked="" type="checkbox"/>	steveh@portofkingston.org	
Laura Gronnvoll	<input checked="" type="checkbox"/>	laurag@portofkingston.org	
Mary McClure	<input checked="" type="checkbox"/>	marymc@portofkingston.org	
Audra Trainer	<input type="checkbox"/>	audrat@portofkingston.org	
Kris Williams	<input checked="" type="checkbox"/>	krisw@portofkingston.org	
Torey Grandt	<input type="checkbox"/>	toreyg@portofkingston.org	
TJ Quandt	<input type="checkbox"/>	tjq@portofkingston.org	
Marc Horton	<input type="checkbox"/>	mhorton@washingtonprojectconsultants.com	

<p>1. Call to Order – Commissioner called the meeting to order at 6:33pm</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: 3-0 Pass</p>
<p>4. PUBLIC COMMENT – N/A</p>
<p>5. CONSENT AGENDA</p> <p>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.</p> <p>A. Approve December 9th, 2025 Special Session Minutes A. Approve January 13th, 2026 Work Session Meeting Minutes B. Approve January 20th, 2026 Work Session Meeting Minutes</p>



Serving what matters today, with a view for tomorrow.

- C. Approve December 2025 Warrants **\$157,272.34 (\$107,378.83 and \$49,893.51)** and **\$125,672.73** EFT Payments

Motion to approve consent agenda

Moved: Commissioner McClure

Second: Commissioner Gronnvoll

Vote: Pass 3-0

ACTION ITEMS

- A. **APPROVE – RESOLUTION NO. 2026-01-28-01 APPROVE COMMISSION BYLAWS**

Executive Director Englin explained these are an update to the existing bylaws the commission governs itself by.

Motion to approve resolution

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0

- B. **APPROVE – RESOLUTION NO. 2026-01-28-02 AMEND DELEGATION OF AUTHORITY**

Executive Director (ED) Englin noted that the Port's delegation of authority is reviewed and updated every year, as required by law. As part of that annual update, the Commission must formally acknowledge that the Executive Director is authorized to dispose of surplus Port property on its behalf.

Motion to approve resolution

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0



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C. APPROVE – RESOLUTION NO. 2026-01-28-03 ESTABLISHING SMALL WORKS ROSTER AND CONSULTANT SERVICE ROSTER

ED Englin explained the state amended the RCWs and this resolution assures the Port is in compliance. A small works roster exists in Washington state government agencies to streamline how they hire contractors for minor public works projects.

Reasons for the small works roster -

- Faster contracting: agencies can select from a pre-approved list instead of running a full competitive bid every time
- Legal compliance: State law (RCW 39.04.155) authorizes and regulates the use of small works rosters.
- Cost efficiency: preparing full bid packages for small jobs can cost more than the work itself.
- Broader contractor access: small and emerging businesses can join the roster and compete for work without the heavy requirements of large public bids.
- Transparency and fairness: even though the process is simplified, agencies must still follow rules for notifying contractors, documenting selections, and ensuring equitable opportunities.

Motion to approve resolution

Moved: Commissioner McClure

Second: Commissioner Gronnvoll

Vote: Pass 3-0

D. Approve – RESOLUTION NO. 2026-01-28-04 REORGANIZE RESERVE FUNDS

ED Englin explained the changes made to the accounts. The Port's reserve funds are held by the Kitsap County Treasurer, and some accounts must remain separate under state law for specific purposes; this resolution reorganizes those accounts to align with best practices and clean up the existing structure.

Motion to approve resolution

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0



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E. APPROVE – RESOLUTION NO. 2026-01-28-05 DIRECTING THE EXECUTIVE DIRECTOR TO AWARD CONTRACT TO WASHINGTON PROJECT CONSULTANTS

Executive Director Englin explained the personal services 2026 contract with Marc Horton, the Port's engineer.

Motion to approve resolution

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0

F. APPROVE – RESOLUTION NO. 2026-01-28-06 RESCIND RESOLUTION 2022-10-26-02 APPROVE REIMBURSEMENT TO PORT COMMISSIONERS FOR HEALTH INSURANCE EQUIVALENT TO REGULAR PORT EMPLOYEES

Port staff is updating older resolutions to ensure compliance, and legal counsel has recommended rewriting this one to clarify how commissioners may be reimbursed for medical expenses up to the amount provided for employees. Commissioner McClure asked how she can find out the allowable amount. ED Englin stated we can get that figure and share with the commission. (see item G)

Motion to approve resolution

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0

G. APPROVE - RESOLUTION NO. 2026-01-28-07 APPROVE REIMBURSEMENT OF SECONDARY INSURANCE COSTS

Motion to approve resolution

Moved: Commissioner Heacock

Second: Commissioner McClure

Vote: Pass 3-0



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H. APPROVE – RESOLUTION NO. 2026-01-28-08 RESCIND RESOLUTION 11-03-14 MARINA REHAB FUND CHANGES

The Port is rescinding all previous resolutions related to reserve accounts—including Resolution 11-03-14 for the Marina Rehab Fund—so that these matters are now fully governed by the newly adopted resolution 2026-01-28-04.

Motion to approve resolution
Moved: Commissioner Heacock
Second: Commissioner Gronnvoll

Vote: Pass 3-0

I. Election of Officers

Commissioner Heacock would like to retain the chair position for continuity working with the Suquamish and Port Gamble S’Klallam tribes.

Motion to approve
Moved: Commissioner Heacock
Second: Commissioner Gronnvoll

Vote: Pass 3-0

Vice Chair Commissioner Mary McClure and Secretary Commissioner Gronnvoll also retain their current positions.

Motion to approve
Moved: Commissioner Gronnvoll
Second: Commissioner McClure

Vote: Pass 3-0

6. DISCUSSION

A. Community organizations – A list of community organizations was reviewed to determine who should be the Port representative. When in attendance at these meetings, are Commissioners representing the Port or as a Kingston community member? Commission will review and discuss further at the next work session.



Serving what matters today, with a view for tomorrow.

7. FINANCIAL REPORT

Finance Director, Audra Trainer, reviewed the December 2025 Financial Reports

Balance Sheet

- Cash & Equivalents totaled \$2,680,534.
- Debt remaining from LTGO Bond is (\$509,500).
- Net Cash Reserves totaled \$2,171,034.

Profit and Loss (year-to-date)

- Gross operating revenue (including cost of goods sold) totaled \$2,914,366.
- Total operating expense before depreciation totaled (\$2,896,303).
- Net operating income before depreciation was \$18,063; and (\$489,705) after depreciation.
- Non-operating income/expenses (property taxes, lease interest, investment income) was \$374,296.
- Net income before capital grants (\$115,409); and \$157,577 including grant proceeds.

Relevant Events

- Grant proceeds for the Guest Bathroom project totaled \$272,986.
- A portion of the costs that were allocated to Construction in Progress (CIP) for the Washington Blvd. Project were expensed in 2025, totaling (\$225,307.59).

ED Englin is meeting to discuss the possibility of a CERB Grant from the state to assist with some Capital projects. Approximately \$100K with no match required.

We have applied for the EV charging grant.

8. COMMISSION REPORT

Commissioner Gronnvoll attended the Town Hall hosted by Greg Nance and Christine Rolfes. Questions were asked about the ATMS and the Washington State Ferries (WSF) system. Someone in attendance discussed the costly negative side of the electrification of the WSF. Shawna Humphreys was talking about the need for people to go since the Coffee Oasis is no longer in operation. Commissioner Gronnvoll plans to attend the next meeting to hear more about the community needs for space. She will share the information after the meeting.

Commissioner McClure – N/A

Commissioner Heacock attended KCAC where a great presentation was shared on the Levy, replacement of existing levy. The replacement levy will not increase, but will be balanced. The first 4 years will be a consistent amount, then the operating levy will kick in, and then the improvement levy will be adjusted. Commissioner Heacock also shared the Port activities with the KCAC attendees. Kiwanis are hosting Kites over Kingston this year in April. The Ball Race on the 4th of July has a new organizer and the event will be held at the Village Green instead of the street by the Port parking lot. Commissioner Heacock attended the Chamber After Hours at the new pub, Friends and Neighbors Brewing. He stated it was a good turnout and the owners are wonderful people.



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9. STAFF REPORT

N/A

10. ADJOURN

Commission adjourned the meeting at 7:44pm

NEXT REGULAR SESSION: Wednesday February 25th, 2026 at 6:30PM Village Green Community Center
26159 Dulay Rd NE Kingston, WA 98346

Steve Heacock, Commissioner

Greg Englin, Executive Director

Mary McClure, Commissioner

Laura Gronnvoll, Commissioner



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
 Special Session
 February 3rd, 2026 4:30-5:00 PM
 Meeting Minutes

NAME		EMAIL	GUESTS
Greg Englin	<input checked="" type="checkbox"/>	grege@portofkingston.org	Marla Powers
Steve Heacock	<input checked="" type="checkbox"/>	steveh@portofkingston.org	
Laura Gronnvoll	<input type="checkbox"/>	laurag@portofkingston.org	
Mary McClure	<input type="checkbox"/>	marymc@portofkingston.org	
Audra Trainer	<input type="checkbox"/>	audrat@portofkingston.org	
Kris Williams	<input checked="" type="checkbox"/>	krisw@portofkingston.org	
Torey Grandt	<input type="checkbox"/>	toreyg@portofkingston.org	
TJ Quandt	<input type="checkbox"/>	tjq@portofkingston.org	
Marc Horton	<input type="checkbox"/>	mhorton@washingtonprojectconsultants.com	

<p>1. Call to Order - Commissioner Heacock called the meeting to order at 4:34pm</p>
<p>2. PLEDGE OF ALLEGIANCE</p>
<p>3. APPROVAL OF AGENDA</p> <p>Motion to approve agenda Moved: Commissioner McClure Second: Commissioner Heacock</p> <p>Vote: 2-0 Pass</p>
<p>4. PUBLIC COMMENT –</p> <p>Marla Powers, Environmental Planner with the Port Gamble S’Klallam tribe, is in attendance to hear what is happening at the Port and to remind the commissioners and Executive Director Englin the tribe is available to engage in conversation.</p>
<p>5. ACTION ITEMS</p> <p>A. APPROVE – RESOLUTON NO. 2026-02-03-01 APPROVE CERB RURAL PORTS GRANT APPLICATION</p> <p>Executive Director Englin reported that funding is available through Washington State’s CERB Rural Ports Grant. After reviewing the Capital Budget plan, staff recommended submitting an application to support parking lot improvement projects. The grant amount ranges from approximately \$20,000 to</p>



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\$100,000, and receiving an award would provide funds to almost fully complete the work needed in the parking lot.

Motion to approve

Moved: Commissioner McClure

Second: Commissioner Heacock

Vote: 2-0 Pass

B. APPROVE – RESOLUTION NO. 2026-02-03-02 APPROVE ENGAGEMENT LETTER WITH CASCADIA LAW GROUP

ED Englin is requesting that the commissioners approve a resolution authorizing an engagement letter with Cascadia Law Group to provide legal support on environmental matters related to potential upcoming port projects.

Motion to approve

Moved: Commissioner McClure

Second: Commissioner Heacock

Vote: 2-0 Pass

6. DISCUSSION

ED Englin stated he will out of town next week, February 10th through the 16th. It was agreed that we will reschedule the Tuesday February 10th Work Session to Tuesday February 17th at 4:30pm.

7. FINANCIAL REPORT

N/A

8. COMMISSION REPORT

N/A

9. STAFF REPORT

N/A

10. ADJOURN

Commission adjourned the meeting at 4:52PM

NEXT REGULAR SESSION: Wednesday February 25th, 2026 6:30PM Village Green Community Center



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Steve Heacock, Commissioner

Greg Englin, Executive Director

Mary McClure, Commissioner

Laura Gronnvoll, Commissioner



PORT OF KINGSTON

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

Port of Kingston Board of Commissioners Work Session

February 17th 2026 , 4:30-PM

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

Welcome to the February 17th, 2026 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. DISCUSSION

- Purchase Sale Agreement – Phase 1 study, waiting to complete the survey
- ED Englin and Marc Horton will meet with Army Corp of Engineers next week
 - Hill House dock
 - Sail Kingston Cove float
- Dredge and eel grass mitigation
- Storm water treatment mitigation
- Whisper Creek
- ATMS / SR104 Realignment

2 NEXT REGULAR MEETING: Wednesday February 25th, 2026 at 6:30PM.



PORT OF KINGSTON

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

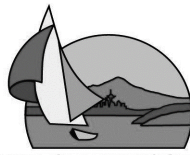
3. ADJOURN

Steve Heacock, Commissioner

Greg Englin, Executive Director

Mary McClure, Commissioner

Laura Gronnvoll, Commissioner



**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 **\$61,769.96** from the Port of Kingston, Marina Revenue Fund, the 6th day of January 2026.

Steve Heacock, Commissioner

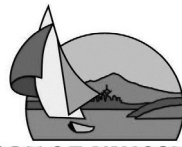
Mary McClure, Commissioner

Laura Gronnvoll, 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
1/6/2026	37972	\$3,269.45	Alden Associates Inc
1/6/2026	37973	\$38.00	All Shred
1/6/2026	37974	\$33,260.64	Alpha Developers LLC
1/6/2026	37975	\$269.26	Amazon Capital Services
1/6/2026	37976	\$5,200.00	CSD Attorneys At Law
1/6/2026	37977	\$5,052.83	FSI Engineers
1/6/2026	37978	\$415.53	Grainger
1/6/2026	37979	\$2,521.80	KPUD- Kitsap Public Utility
1/6/2026	37980	\$1,190.49	Laura Gronnvoll
1/6/2026	37981	\$737.64	McMaster-Carr
1/6/2026	37982	\$463.36	National Construction Rentals
1/6/2026	37983	\$108.51	Seattle Marine & Fishing Supply
1/6/2026	37984	\$3,455.91	Star Rentals Inc.
1/6/2026	37985	\$763.31	Swift Plumbing And Heating Inc.
1/6/2026	37986	\$1,631.23	Uline
1/6/2026	37987	\$2,612.50	Washington Project Consultants, PLLC
1/6/2026	37988	\$779.50	West Marine Pro
		<u>\$61,769.96</u>	



**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 **\$54,590.74** from the Port of Kingston, Marina Revenue Fund, the 16th day of January 2026.

Steve Heacock, Commissioner

Mary McClure, Commissioner

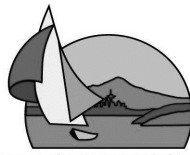
Laura Gronnvoll, Commissioner

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
1/16/2026	37989	\$40.82	A & L Topsoil, Inc
1/16/2026	37990	\$124.00	COBRA Management Services
1/16/2026	37991	\$2,697.68	Amazon Capital Services
1/16/2026	37992	\$645.00	Associated Industries Of The Inland Nw
1/16/2026	37993	\$224.41	Comcast
1/16/2026	37994	\$507.78	Crain Pest Control, LLC
1/16/2026	37995	\$1,333.11	Henery Hardware
1/16/2026	37996	\$39.04	Kingston Mail And Print
1/16/2026	37997	\$600.00	L&L Port O Potty, Inc
1/16/2026	37998	\$1,293.36	McMaster-Carr
1/16/2026	37999	\$1,306.08	Mobile Modular
1/16/2026	38000	\$260.12	Mobile Modular Portable Storage
1/16/2026	38001	\$942.75	New Pig Corporation
1/16/2026	38002	\$311.22	Northern Asphalt
1/16/2026	38003	\$92.93	Olympic Springs, Inc.
1/16/2026	38004	\$34,902.29	Regence Blueshield
1/16/2026	38005	\$232.66	S-Net Communications Inc
1/16/2026	38006	\$122.85	Seattle Marine & Fishing Supply
1/16/2026	38007	\$2,942.69	SME Solutions LLC
1/16/2026	38008	\$850.00	Sound Publishing, Inc.
1/16/2026	38009	\$6.72	State Of WA Department Of Licensing
1/16/2026	38010	\$2.75	T2 Systems, Inc
1/16/2026	38011	\$2,414.02	Uline
1/16/2026	38012	\$1,059.21	Verizon Wireless
1/16/2026	38013	\$1,621.29	Waste Management
1/16/2026	38014	\$17.96	Westbay Auto Parts

\$54,590.74



**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 **\$72,298.45** from the Port of Kingston, Marina Revenue Fund, the 30th day of January 2026.

Steve Heacock, Commissioner

Mary McClure, Commissioner

Laura Gronnvoll, 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
1/30/2026	38015	\$188.30	COBRA Management Services
1/30/2026	38016	\$2,013.41	Washington Commercial Construction
1/30/2026	38017	\$38.00	All Shred
1/30/2026	38018	\$6,761.25	FSI Engineers
1/30/2026	38019	\$104.38	Grainger
1/30/2026	38020	\$3,391.32	Kitsap County Public Works
1/30/2026	38021	\$463.36	National Construction Rentals
1/30/2026	38022	\$300.48	NI Olson & Associates Inc
1/30/2026	38023	\$2,873.34	Olympic ESD 114
1/30/2026	38024	\$365.00	Pacific Coast Congress Of Harbormasters
1/30/2026	38025	\$5,958.00	Pacific Northwest Waterways Association
1/30/2026	38026	\$6,785.43	Puget Sound Energy
1/30/2026	38027	\$34,902.29	Regence Blueshield
1/30/2026	38028	\$915.57	SJ Graphics Corp.
1/30/2026	38029	\$1,274.98	Uline
1/30/2026	38030	\$800.00	Vernon Publications, LLC
1/30/2026	38031	\$570.00	Village Green Community Center
1/30/2026	38032	\$4,322.00	Washington Public Ports Association
1/30/2026	38033	\$271.34	West Marine Pro
		<hr/> \$72,298.45 <hr/>	



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
01/02/2026	Intuit	\$52,573.45	Payroll	R00246167
01/06/2026	Washington State DRS	\$1,060.00	DCP	R00246250
01/06/2026	Gravity Payment Systems	\$1,389.62	CC Fees - Parking	R00246261
01/07/2026	Washington State DOR	\$150.00	Business License-Late Fee	R00246305
01/09/2026	Clearent Payment System	\$4,779.55	CC-Fees-Office	R00246371
01/15/2026	Washington State DRS	\$10,224.10	PERS	R00246535
01/16/2026	Intuit	\$50,974.01	Payroll	R00246577
01/21/2026	Washington State DRS	\$1,060.00	DCP	R00246688
01/26/2026	Washington State Dept of L & I	\$6,411.95	Quarterly L&I Taxes	R00246823
01/27/2026	Washington State DOR	\$6,123.11	Excise Tax	R00246869
01/28/2026	Washington State DOR	\$45,876.42	Leasehold Taxes	R00246913
		<u>\$180,622.21</u>		

Steve Heacock, Commissioner

Mary McClure, Commissioner

Laura Gronnvoll, 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
Balance Sheet Preliminary
As of January 31, 2026

	January 31, 2026	January 31, 2025	Change
	Actual	Actual	
ASSETS			
Current Assets			
Cash and cash equivalents	2,547,727	2,794,512	(246,785)
Accounts receivable	15,437	9,234	6,203
Grants receivable	30,047	0	30,046
Current portion of lease receivable	176,626	172,256	4,370
Taxes receivable	7,651	7,499	153
Inventory	26,688	47,967	(21,279)
Prepaid expenses	135,305	133,731	1,574
Total Current Assets	2,939,481	3,165,199	(225,718)
Noncurrent Assets			
Lease receivable	1,597,619	1,774,245	(176,626)
Net pension asset	249,196	204,124	45,072
Total Noncurrent Assets	1,846,815	1,978,369	(131,554)
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	970,827	467,569	503,258
Land			
Gen and Admin	373,874	373,874	0
Real Estate	563,914	563,914	0
Parks	432,276	432,276	0
Parking	500,992	500,991	0
Total Land	1,871,056	1,871,055	0
Machinery and Equipment			
Gen and Admin	145,700	135,305	10,397
Marina Perm Moorage	87,831	87,831	0
Guest Moorage	29,859	29,858	0
Marina Fuel	74,652	74,652	0
Marina Boat Launch	15,320	15,320	0
Real Estate	9,122	9,123	0
Parks	41,849	41,849	0
Parking	31,443	31,443	0
Total Machinery and Equipment	435,776	425,381	10,397

Port of Kingston
Balance Sheet Preliminary
As of January 31, 2026

	January 31, 2026 Actual	January 31, 2025 Actual	Change
Marina			
Marina Perm Moorage	6,018,820	6,018,819	0
Marina Guest Moorage	897,745	692,974	204,771
Marina Fuel	460,028	460,029	0
Marina Boat Launch	95,719	95,718	0
Marina Fishing Pier	46,281	46,281	0
Total Marina	<u>7,518,593</u>	<u>7,313,821</u>	<u>204,771</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>
Intangible Assets			
Subscription Asset Gen & Admin	46,365	0	46,365
Total Intangible Assets	<u>46,365</u>	<u>0</u>	<u>46,365</u>
Total Capital Assets	<u>14,968,900</u>	<u>14,204,109</u>	<u>764,791</u>
Less: Accumulated Depreciation	<u>(7,843,289)</u>	<u>(7,372,354)</u>	<u>(470,934)</u>
Total Net Capital Assets	<u>7,125,611</u>	<u>6,831,755</u>	<u>293,856</u>
Total Assets Before Deferred Outflows	<u>11,911,908</u>	<u>11,975,322</u>	<u>(63,414)</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows - asset retirement obligation	53,359	69,395	(16,036)
Deferred outflows - pensions	338,178	317,682	20,496
Total Deferred Outflows	<u>391,537</u>	<u>387,077</u>	<u>4,460</u>
Total Assets	<u>12,303,444</u>	<u>12,362,399</u>	<u>(58,955)</u>
LIABILITIES			
Current Liabilities			
Accounts payable	120,382	137,673	(17,291)
Accrued taxes	20,532	20,108	424
Payroll liabilities	66,128	59,358	6,769
Unearned revenue	5,310	56	5,255
Tenant deposits	82,471	77,921	4,550
Current portion of compensated absences	65,485	57,531	7,954
Current portion of long-term unearned revenue	25,939	25,215	724
Current portion of long-term debt	65,000	64,500	500
Current portion of subscription liability	9,815	0	9,814
Total Current Liabilities	<u>461,062</u>	<u>442,362</u>	<u>18,699</u>

Port of Kingston
Balance Sheet Preliminary
As of January 31, 2026

	January 31, 2026	January 31, 2025	Change
	Actual	Actual	
Noncurrent Liabilities			
Compensated absences	83,260	58,474	24,787
Long-term unearned revenue	1,105,807	1,131,807	(26,000)
Environmental remediation liability	126,000	123,000	3,000
Asset retirement obligation	214,847	195,823	19,024
Pension liability	60,215	86,349	(26,135)
General obligation bonds	444,500	509,500	(65,000)
Subscription liability	20,375	0	20,375
Total Noncurrent Liabilities	<u>2,055,004</u>	<u>2,104,953</u>	<u>(49,949)</u>
Total Liabilities Before Deferred Inflows	2,516,066	2,547,315	(31,250)
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows - pensions	103,379	103,869	(489)
Deferred inflows - lease	1,774,245	1,946,501	(172,256)
Total Deferred Inflows	<u>1,877,624</u>	<u>2,050,370</u>	<u>(172,745)</u>
Total Liabilities	<u>4,393,690</u>	<u>4,597,685</u>	<u>(203,995)</u>
NET POSITION			
Restricted for net pension asset	488,112	411,267	76,845
Committed	1,228,958	2,020,552	(791,594)
Unrestricted	6,192,684	5,332,895	859,789
Total Net Position	<u>7,909,754</u>	<u>7,764,714</u>	<u>145,040</u>
Total Liabilities and Net Position	<u>12,303,444</u>	<u>12,362,399</u>	<u>(58,955)</u>

Port of Kingston
Income Statement Year-To-Date Preliminary
For The Period Ending January 31, 2026

	January 31, 2026		Diff	January 31, 2025	
	Actual	Budget		Actual	Change
OPERATING REVENUE					
Fuel Sales	13,770	18,884	(5,115)	15,526	(1,756)
Moorage - Guest	5,525	12,925	(7,400)	11,836	(6,311)
Moorage - Permanent	118,727	119,931	(1,203)	107,424	11,303
Moorage - Seasonal	5,841	14,300	(8,459)	9,912	(4,071)
Other Operating Income	1,520	619	901	1,524	(3)
Other Operating Service	7,065	4,095	2,970	2,066	4,999
Parking	49,254	47,337	1,917	44,093	5,160
Rental Property	22,773	22,646	128	21,581	1,192
Retail Sales	126	945	(821)	7	119
Utilities Income	5,358	7,216	(1,857)	5,678	(320)
TOTAL OPERATING REVENUE	229,959	248,898	(18,939)	219,647	10,312
COST OF GOODS SOLD	11,283	15,710	(4,427)	13,300	(2,017)
GROSS PROFIT	218,676	233,188	(14,512)	206,347	12,329
OPERATING EXPENSE					
Bank Charges	60	150	(90)	232	(171)
Commissioner Expense	4,891	6,251	(1,360)	5,650	(761)
Compensation and Benefits	156,177	161,570	(5,393)	146,594	9,584
Computer and Telecom	6,765	11,295	(4,531)	8,276	(1,512)
Equipment and Maintenance	14,777	3,329	11,448	12,232	2,546
Insurance and Taxes	12,394	13,050	(655)	13,382	(988)
Other Operating Expense	695	561	134	1,356	(661)
Professional Services	15,817	10,888	4,930	10,653	5,164
Promotional and Dues	16,736	9,749	6,986	9,916	6,820
Supplies	870	4,123	(3,253)	4,066	(3,197)
Travel and Training	0	0	0	70	(70)
Utilities	11,867	11,362	505	11,362	507
TOTAL OPERATING EXP BEFORE DEPR	241,049	232,328	8,721	223,789	17,260
NET OPERATING INCOME BEFORE DEPR	(22,374)	861	(23,235)	(17,442)	(4,932)
Depreciation and Amortization	39,485	39,030	455	41,259	(1,774)
NET OPERATING INCOME	(61,858)	(38,170)	(23,688)	(58,701)	(3,157)

Port of Kingston
Income Statement Year-To-Date Preliminary
For The Period Ending January 31, 2026

	January 31, 2026		Diff	January 31, 2025	
	Actual	Budget		Actual	Change
OTHER INCOME					
Investment Income	7,536	7,021	514	9,122	(1,587)
Interest Income Lease	4,844	5,035	(190)	5,310	(465)
Property Tax Receipts	714	834	(120)	826	(112)
TOTAL OTHER INCOME	13,094	12,890	204	15,258	(2,164)
OTHER EXPENSE					
Interest Exp GO Bond	1,444	1,444	0	1,608	(163)
TOTAL OTHER EXPENSE	1,444	1,444	0	1,608	(163)
NET OTHER INCOME/EXPENSE	11,650	11,446	204	13,650	(2,000)
NET INCOME BEFORE CAPITAL GRANTS	(50,208)	(26,724)	(23,484)	(45,051)	(5,157)
Capital Grants	0	0	0	0	0
NET INCOME	(50,208)	(26,724)	(23,484)	(45,051)	(5,157)

Port of Kingston
Income Statement Year-To-Date Preliminary
For The Period Ending January 31, 2026

	01/31/2026	
	Actual	Total YTD
OPERATING REVENUE		
Fuel Sales	13,770	13,770
Moorage - Guest	5,525	5,525
Moorage - Permanent	118,727	118,727
Moorage - Seasonal	5,841	5,841
Other Operating Income	1,520	1,520
Other Operating Service	7,065	7,065
Parking	49,254	49,254
Rental Property	22,773	22,773
Retail Sales	126	126
Utilities Income	5,358	5,358
TOTAL OPERATING REVENUE	229,959	229,959
COST OF GOODS SOLD	11,283	11,283
GROSS PROFIT	218,676	218,676
OPERATING EXPENSE		
Bank Charges	60	60
Commissioner Expense	4,891	4,891
Compensation and Benefits	156,177	156,177
Computer and Telecom	6,765	6,765
Equipment and Maintenance	14,777	14,777
Insurance and Taxes	12,394	12,394
Other Operating Expense	695	695
Professional Services	15,817	15,817
Promotional and Dues	16,736	16,736
Supplies	870	870
Utilities	11,867	11,867
TOTAL OPERATING EXP BEFORE DEPR	241,049	241,049
NET OPERATING INCOME BEFORE DEPR	(22,374)	(22,374)
Depreciation and Amortization	39,485	39,485
NET OPERATING INCOME	(61,858)	(61,858)
OTHER INCOME		
Investment Income	7,536	7,536
Interest Income Lease	4,844	4,844
Property Tax Receipts	714	714
TOTAL OTHER INCOME	13,094	13,094
OTHER EXPENSE		
Interest Exp GO Bond	1,444	1,444

Port of Kingston
Income Statement Year-To-Date Preliminary
For The Period Ending January 31, 2026

	01/31/2026	
	Actual	Total YTD
TOTAL OTHER EXPENSE	1,444	1,444
NET OTHER INCOME/EXPENSE	11,650	11,650
NET INCOME BEFORE CAPITAL GRANTS	(50,208)	(50,208)
Capital Grants	0	0
NET INCOME	<u>(50,208)</u>	<u>(50,208)</u>