



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
 Regular Session
 May 27th, 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 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 6:34pm</p>
<p>2. PLEDGE OF ALLEGIANCE</p>
<p>3. APPROVAL OF AGENDA</p> <p>Motion to approve agenda Moved: Commissioner McClure Second: Commissioner Gronnvoll</p> <p>Commissioner McClure would like to add Title 51 Indemnification to the agenda for discussion</p> <p>Vote: 3-0 Pass</p>
<p>4. PUBLIC COMMENT –</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 April 22nd, 2026 Special Session Minutes</p>



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B. Approve April 2026 Warrants **\$192,000.32 (\$35,502.36, \$102,198.41, \$54,299.55)** and **\$1,232,869.91** EFT Payments

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

Vote: Pass 3-0

6. ACTION ITEMS

- N/A

7. DISCUSSION

- CERB (Washington State Department of Commerce – Community Economic Revitalization Board) Grant – For updating the parking lot
 Executive Director Englin reported that the Port applied for a CERB grant to support upgrades to the parking lot. The Port’s Director of Operations and Real Estate, TJ Quandt, presented the proposal to the CERB Board last week, and approval was granted at that time. The award supplements the previously budgeted \$80,000, bringing the total project funding to \$180,000.
- Title 51 RCW Indemnification – During negotiations with Sail Kingston Cove, the Port’s legal counsel advised that we currently lack provisions to protect against potential litigation in situations where a business operating on Port property has an employee who is injured. Sail Kingston Cove requested that the Port indemnify them against such liability; however, legal counsel strongly recommended against including this provision in the agreement. Title 51 protects the employer, not the property owner, so without properly structured indemnification provisions, the Port could be exposed to liability for injuries involving some conducting business on Port property. Port staff arranged a meeting with concerned members of Sail Kingston Cove and legal counsel to address any questions they had. We will update contract templates moving forward. These templates will be reviewed and updated as needed.

8. FINANCIAL REPORT

Executive Director Greg Englin reviewed the April 2026 Financial Reports

Balance Sheet

- Cash & Equivalents totaled \$1,522,658
- Debt remaining from LTGO Bond is (\$509,500)
- Net Cash Reserves totaled \$1,013,158

Profit and Loss (year-to-date)

- Gross operating revenue (including cost of goods sold) totaled \$934,002



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- Total operating expense before depreciation totaled \$943,552
- Net operating loss before depreciation was (\$9,550) and (\$218,414) after depreciation.
- Non-operating income/expenses (property taxes, lease interest, investment income) was \$165,112
- A net loss year-to-date of (\$54,302)

ED Englin shared an update on the restroom construction. In the next few weeks after punch list work, we will submit for final inspection and the certificate of occupancy. An update on the newly purchased parking lot was also provided. There is some work and clean up we would like to complete this year. Staff is also working with the owner of the nail salon on the property.

9. COMMISSION REPORT

Commissioner McClure – N/A

Commissioner Gronnvoll –
KCAC

- ATMS presentation
 - Officer on site through the end of the year
 - Reminder that the tax funding is coming from all over the region, which is why locals are not getting an advantage for this system
 - Possible round about at Barber Cutoff Rd.
- Development at old mill site in Port Gamble in the 2nd quarter of 2027, no specifics were provided

WPPA Spring Conference

- Nick Matson from the Port of Chinook, shared they received \$500,000 in state and federal funding to purchase a piece of dredge equipment, Mudcat 115D.
- Jerry Farmer, Department of Natural Resources, spoke about derelict vessels program.
 - Vessel “Turn In” program, where people can turn their unwanted boats in
 - Derelict Vessel Custody: Under WA state law (HB 2199), boats with registrations expired for two or more consecutive years are classified as neglected and can be removed by authorized public agencies as of July 2026.
- Ports need to develop an AI policy. Do not ask AI legal questions, always refer to legal counsel.
- WPPA President, Jack Ng, spoke with Executive Director, Eric Ffitch, about creating a commissioner mentor program. Commissioner Gronnvoll signed up for the program.
- Jefferson County hospital lacking funding. The city of Port Townsend will be creating a levy to assist.
- Individuals from Eastern Washington shared their concerns over walking away from farmland and others being unable to successfully harvest timber from their land.

Commissioner Heacock –
Parks, Trails, and Open Space –

- Discussion was had about an ADA grant for the Carpenter Nature Preserve.
- Work party at Whisper Creek


Summer flower baskets to be installed throughout Kingston the weekend of May 30-31st




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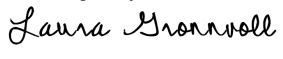
<p>10. STAFF REPORT</p> <p>ED Englin shared a brief update on the meeting with the Army Corp of Engineers regarding the previous dredge. ED Englin will review with Marc Horton, Port Engineer, to determine next steps. The Port has hired Susannah May for the Customer Coordinator position.</p>
<p>11. ADJOURN</p> <p>Commission adjourned the meeting at 8:07pm</p>

NEXT REGULAR SESSION: Wednesday June 24th, 2026 at 6:30PM Village Green Community Center
26159 Dulay Rd NE Kingston, WA 98346

Signed by:

 9790F1E429B44CD...
 Steve Heacock, Commissioner

DocuSigned by:

 012B2052DBCB49D...
 Greg Englin, Executive Director

Mary McClure, Commissioner

DocuSigned by:

 8A3CAECB8F8E414...
 Laura Gronnvoll, Commissioner