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PORT OF KINGSTON

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PORT OF KINGSTON
Regular Session
March 25th, 2026 6:30-8:00pm
Meeting Minutes

NAME		EMAIL	GUESTS
Greg Englin	☒	grege@portofkingston.org	Rob Salthouse
Steve Heacock	☒	steveh@portofkingston.org	
Laura Gronnvoll	☒	laurag@portofkingston.org	
Mary McClure	☒	marymc@portofkingston.org	
Audra Trainer	☒	audrat@portofkingston.org	
Kris Williams	☒	krisw@portofkingston.org	
Torey Grandt	☐	toreyg@portofkingston.org	
TJ Quandt	☐	tjq@portofkingston.org	
Marc Horton	☐	mhorton@washingtonprojectconsultants.com	

1. **Call to Order** – Commissioner called the meeting to order at 6:36PM

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

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

   Vote: 3-0 Pass

4. **PUBLIC COMMENT –**
   N/A

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 February 25th, 2026 Regular Meeting Minutes
   B. Approve March 3rd, 2026 Special Session Minutes
   C. Approve March 10th, 2026 Special Session Minutes

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D. Approve February 2026 Warrants **$131,078.67 ($53,507.37 and $77,571.30)** and **$130,600.21** EFT Payments

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

Vote: Pass 3-0

ACTION ITEMS

A. APPROVE – **RESOLUTION NO. 2026-03-25-01 RESOLUTION NO. 2026-03-25-01 APPOINT BOARD COMMISSION POSITIONS**

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

Vote: Pass 3-0

6. DISCUSSION

A. Rotary Golf tournament sponsorship
Executive Director (ED), Englin shared that we've been approached to sponsor the Rotary Golf tournament, June 26th. Staff is asking the commission if they would like to sponsor this event as this is not a current budgeted item. ED Englin will provide more details at the next meeting held Tuesday, March 31.

B. Letter of Support – Greater Kingston Chamber of Commerce grant application
ED Englin explained that the Chamber is applying for a grant from T-Mobile for artwork throughout Kingston to display its history.

7. FINANCIAL REPORT

Executive Director, Englin shared the February 2026 Financial Reports
Balance Sheet

- Cash & Equivalents totaled $2,558,263
- Debt remaining from LTGO Bond is ($509,500)
- Net Cash Reserves totaled $2,048,763

Profit and Loss (year-to-date)

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- Gross operating revenue (including cost of goods sold) totaled $452,706
- Total operating expense before depreciation totaled $462,594
- Net operating loss before depreciation was ($9,887) and ($88,857) after depreciation
- Non-operating income/expenses (property taxes, lease interest, investment income) was $35,741
- A net loss year-to-date of ($53,116).

Notes:

1. A decrease in cash and equivalents of $266,539 from this time last year, mainly due to the restroom project which we anticipated.
2. Seasonal moorage is about half of what was projected at $14,080
3. Parking has increased with the implementation of our new parking software. Parking income year-to-date is $107,894, compared to $85,241 this time last year, an increase of $22,655

8. COMMISSION REPORT

Commissioner McClure –
The NKU team is continuing to have constructive conversations with the Kingston Environmental Coalition. The focus is now reviewing the properties previously looked at to find a location. The NKU team worked hard to have positive conversations with both the Suquamish and S'Klallam tribes.

Commissioner Gronnvoll attended the KRCC meeting. There was conversation regarding ADU's launched in mid-January. Mayor Wheeler stated there are seven in permit status and one under construction.
Kitsap Transit has stopped service to tribes. They will be checking in with John Clossen to see how they can get that going again.
The Gorst project is down to four options.
The military is extending its no-fly zone by 3000 sq. ft.
New training facility for Kitsap Transit.
Port of Bremerton spoke about the new boardwalk.
KCAC meeting -

- survey for Kole Kola park still in process. There is a presentation scheduled for June.
- Marla Powers spoke about the culvert presentation she shared at the Port's Work Session
- May 2nd and 3rd Heronswood is having a sale
- Earth Day celebration April 22nd at the Long House
- May 2nd the Village Green is hosting their 10-year Open House
- Chris Gilbreath, of the Rotary, shared that 17% of their budget goes towards international assistance
- Kites over Kingston – April 11th
- Pirate festival in June
- Concerts on the Cove
- Kiwanis Food drive April 18th
- Kingston Feasibility study for incorporation
    - Audience members asked what it would mean to change the UGA boundaries
    - Study taking place in March and April, closing in May with a meeting to follow.

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- Half of the High School teams went to state this year. Although they are the smallest 2A school. Assessment tests have gone up every year and 58% of high school seniors are planning to attend a four-year university.

Commissioner Heacock did not attend the regular Parks, Trails, and Open Spaces meeting. However, they spent time replanting approximately 250 native plants while clearing out blackberry bushes behind the Village Green Community Center over the past two weekends.

9. STAFF REPORT

Executive Director, Englin

KEDA

- They have adopted the Strategic Plan
- Puget Sound Regional Council representative attended.
- ED Englin believes there should be more of a connection between KEDA and Kitsap Regional Council
- One of the top initiatives is addressing the need for childcare. They are creating a tool kit to attract investment to create childcare facilities in the county.
- ED Englin will share the Strategic Plan with commissioners
- The Port of Bremerton shared a presentation
- Diana Riggins is a new Board members introduced at the meeting

Chamber of Commerce is working on the grant previously mentioned. Also they are developing a walking map of Kingston.

More discussion is needed regarding the issue of the aging reader board, noting that it has reached end of life and replacement parts are no longer available. Further discussion is needed to determine next steps and a long-term plan.

Questions were raised about the role of the Metropolitan Parks District and what responsibilities they are willing to assume. ED Englin expressed the view that the Park District should take on Salt Air Beach and Kiwanis Park, both of which are intended to remain parks permanently. The Park District has greater taxing authority than the Port and is already assuming responsibility for Kole Kola Park. This would allow the Park District to install as many garbage cans as they would like. The Port is statutorily unable to provide garbage service and we are not a park. ED Englin suggested a discussion among the commission to potentially formally transfer those asserts for a small fee. Nancy Langwith, from Kingston Stakeholders, will attend the April 7th Work Session to discuss garbage service in Kingston.

The restroom project is coming along. There are some small issues with contractor that typically happen as a project gets to the end.

We are entering into phase two of the grant for the parking. ED Englin and Port Engineer, Mark Horton, met with and had a productive conversation with the Army Corp of Engineers. Staff has removed the dock from the Hill House. Weare working on a Maintenance Programmatic permit.

Admin Services Manager, Kris Williams – T-shirt sizes for 4th of July shirts

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Commissioner Gronnvoll reminded the commissioners about completing the F1 form.

10. ADJOURN

Motion to adjourn
Moved: Commissioner Gronnvoll
Second: Commissioner McClure

Vote: Pass 3-0

Commission adjourned the meeting at 7:54PM

NEXT REGULAR SESSION: Wednesday April 22nd, 2026 at 6:30PM Village Green Community Center
26159 Dulay Rd NE Kingston, WA 98346

Signed by:
9790F1E429B44CD...
Steve Heacock, Commissioner

Signed by:
Greg Englin
012B2052DBCB49D...
Greg Englin, Executive Director

Mary McClure, Commissioner

DocuSigned by:
Laura Gronnvoll
8A3CAECB8F8E414...
Laura Gronnvoll, Commissioner