



Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
Regular Session
May 28th, 2025 1:00-3:00 pm
Meeting Minutes

NAME		EMAIL	GUESTS
Greg Englin	☒	grege@portofkingston.org	Jack Lott
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 Heacock called the meeting to order at 1:04pm

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

Motion to approve agenda

Moved: Commissioner McClure

Second: Commissioner Gronnvoll

Update agenda to include direction to send endorsement letter for the NKU development, moved to Action Items

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.



Serving what matters today, with a view for tomorrow.

- A. Approve April 22nd, 2025 Work Session Meeting Minutes
- B. Approve April 23rd, 2025 Regular Meeting Minutes
- C. Approve May 6th, 2025 Work Session Meeting Minutes
- D. Approve May 20th, 2025 Work Session Meeting Minutes
- E. Approve April 2025 Warrants **\$398,877.44 (\$29,809.54, \$5,571.50, \$69,353.51 and \$294,142.89)** and **\$190,769.18** EFT Payments

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

Vote: Pass 3-0

6. ACTION ITEMS

A. **APPROVE – RESOLUTION NO. 2025-05-28-01 DIRECTING ED TO ENTER INTO ILA WITH WA STATE DES TO SURPLUS PROPERTY**

ED Englin explained the process of disposing of items no longer useful at the Port of Kingston with the assistance of the Department of Enterprise Services via this agreement.

Commissioner McClure asked for clarification on the items that might be surplus. ED Englin explained small and attractive assets that still have useful life; however, the Port no longer has a need such as a fax machine, copiers, file cabinets, gas-powered tools.

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

Vote: Pass 3-0

B. **APPROVE – NKU Letter of Endorsement**

Commissioner McClure shared updates on recent discussions regarding the North Kitsap United (NKU) project, including conversations with Jon Rose (Raydient), Clint Boxman (Rotary Club), Charlie Davis (YMCA President & CEO), and Harold Shea (YMCA Director). The group reviewed the proposed full build-out of the 400-acre property, which includes:

- 100 acres for public use
- 100 acres for housing development with Accessory Dwelling Units (ADUs)



Serving what matters today, with a view for tomorrow.

- Acreage designated for a proposed sports complex

A last-minute request was made for a statement from the Kitsap County Commissioners to be shared at the meeting. Clint Boxman has also requested a study session with the Commissioners to further discuss the project. The proposal appears to align with the state's Growth Management Act and presents a strong opportunity for community support.

EN Englin noted that, from a staff perspective, the project supports economic development, offers better growth management, reduces urban sprawl, and provides increased access to green space.

Commissioner Heacock clarified that he is not involved in the county's process related to this project in his role at Kitsap County. However, personally and as a Port Commissioner, believes this is a unique and important project that promotes economic development for the community.

If this project does not get approved and the land is sold off, the community will have lost a valuable opportunity.

Motion to approve letter of endorsement

Moved: Commissioner Gronnvoll

Second: Commissioner McClure

Vote: Pass 3-0

7. DISCUSSION

- ~~NKU Endorsement Letter~~ moved to Action Items per Commissioner Gronnvoll's amendment to the agenda

8. FINANCIAL REPORT

Finance Director Audra Trainer –

- Cash and equivalents - \$2.5M
- LGTO bond - \$574K
- Cash Reserves – \$1.9M
- Net loss – (\$79,284.00)
- Net Operating loss - (\$240,219.00)
- Net Operating Revenue - \$834,303.00
- Net Operating Expense – (\$73,896.00)

Finance Director Trainer provided an update on the 2024 year-end financials, reporting a total annual loss of approximately \$68k. The increase from the previous financials is due to accounting adjustments, which included writing off the existing fuel line asset and recording the cost of recent improvements. Finance



Serving what matters today, with a view for tomorrow.

Director Trainer stated she will send out the updated Year-End Financials as well as the Annual report if the commissioners would like.

9. COMMISSION REPORT

Commissioner McClure –

Commissioner McClure requested to discuss capital replacements and projected expenses in the next few Work Sessions.

Commissioner Gronnvoll –

Commissioner Gronnvoll attended to WPPA Spring conference in Spokane.

She also attended the pre-conference course on Finance and Taxation, hearing about capital budgets, operating budgets, IDD's, bonds, and grants.

Mike Hogan, Public Affairs Administrator at the Port of Bellingham, shared he has been working on a Thermal Energy Network for 20 years, creating the first low carbon energy in Washington.

Legislative reports – discussed some Ports would like to change the terms of Port commissioners from 4 years to 6 years. \$5 million in CERB Rural Port program infrastructure. Transportation permitting reform is happening.

Commissioner Heacock

Commissioner Heacock attended the Parks, Trails, Open Space meeting – discussed work plan. Some work will be hindered because Kitsap County parks is regrouping and refining the stakeholder groups that work with them.

He has been working with a few members of the Village Green board on a restoration plan to mitigate the invasive plant issues.

10. STAFF REPORT

Executive Director (ED) Englin discussed the contract with Alpha and the project.

ED Englin explained that while the Port staff does monitor vessels in Apple tree Cove, they are not on Port property unless they come into the marina. He went on to explain there was a situation with a vessel owner that was anchored outside of the marina and using the dinghy dock without paying. The owner was found later deceased on his vessel. Sheriff's office was notified and handled the situation.

11. ADJOURN

Commission adjourned the meeting at 2:34pm

NEXT REGULAR SESSION: Wednesday June 25th, 2025 at 6:30PM Village Green Community Center
26159 Dulay Rd NE Kingston, WA 98346



Serving what matters today, with a view for tomorrow.

Signed by:



9780F1E429B44CD...

Steve Heacock, Commissioner

DocuSigned by:

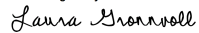


012B2052DBC849D...

Greg Englin, Executive Director

Mary McClure, Commissioner

DocuSigned by:



8A3CAECB8F8E414...

Laura Gronnvoll, Commissioner