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PORT OF KINGSTON

Serving what matters today, with a view for tomorrow.

PORT OF KINGSTON
Regular Session
October 7th, 2025 9:30-11:00pm
Meeting Minutes

NAME		EMAIL	GUESTS
Greg Englin	☒	grege@portofkingston.org	Beverly Parsons
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 9:32am

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

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

   Vote: 3-0 Pass

4. **PUBLIC COMMENT –**
   Beverly Parsons brought a list of questions for Executive Director (ED) Englin to respond to at the Kingston Community Advisory Council (KCAC) presentation on Wednesday October 8th, 2025.
   The questions are –
   1. The Port expansion seems to be done specifically to help make the North Kitsap United project possible. How did you decide on this as a priority for the Port?
   2. How will this project benefit the current Port district and its residences and businesses?
   3. Will you be asking those who live or have businesses in the port district if this is a priority for them over other options for building economic development in their district? How?
   4. What assessments has the port district done of the comparative value of different ways of meeting the port district members' needs?

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5. What is the view of the Port Gamble S'Klallam tribe on this proposed expansion? How do you anticipate this expansion will affect the port's relationship with the tribe?
6. What are your criteria for responding to requests for expansion? What other requests have you had in recent years?

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 September 17th , 2025 Regular Session Minutes
B. Approve September 30th, 2025 Work Session Minutes
C. Approve September 2025 Warrants **$272,047.30 (136,335.50, $135,711.80)** EFT Payments **$147,845.90**

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

Vote: Pass 3-0

6. ACTION ITEMS

A. APPROVE – **RESOLUTION NO. 2025-10-07-01 ADOPT 2026 TAX LEVY**

Executive Director Englin clarified that property taxes are assessed by the county annually, and the Port receives 1% of those revenues through the Tax Levy. This has doubled in the past nine years. While these funds provide valuable support, they are insufficient to sustain the Port's existing assets over the long term. The Port will receive $247,516.00 in 2026 from property tax levy.

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

Vote: Pass 3-0

B. APPROVE – **RESOLUTION NO. 2025-10-07-02 ADOPT 2026 BUDGET**

Executive Director Englin shared the line items in the 2026 Proposed Budget. The numbers included in the Proposed Budget are projections. Cost of Goods Sold is $675K. Net operating Income before Depreciation is $278,549.00. Annual depreciation is $466,606.00. The challenge is the book value is not going to get the port across the finish line. The Port needs to be concerned with the replacement and

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repair expenses of the existing assets. Total Other Income includes Investment Income, Interest Income, and Property Tax which is $393,621.00. Other Expense includes Interest Expense for the LGTO Bond and the Environmental Expense for a total of $373,797.00. Net Income will be $185.740.00.

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

Vote: Pass 3-0

C. APPROVE – **RESOLUTION NO. 2025-10-07-03 ADOPT 2026 CAPITAL BUDGET**
Rename to 2026 Capital and Recreational Plan Budget
Executive Director Englin reviewed the items listed on the 2026 Capital and Recreational Plan, including the plan for the next 5 years.

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

Vote: Pass 3-0

D. APPROVE – **RESOLUTION NO. 2025-10-07-04 ADOPT 2026 COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS**
Executive Director reviewed the Comprehensive Scheme of Harbor Improvements. ED Englin noted we have updated the opportunities listed to include annexation and / or boundary line adjustments.

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

Vote: Pass 3-0

E. APPROVE – **RESOLUTION NO. 2025-10-07-05 ADOPT 2026 RATE SCHEDULE**

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Executive Director Englin explained the method used to determine the Marina rates necessary to achieve average rate of marinas in the area. Port staff is recommending a 10% increase for 2026.

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

Vote: Pass 3-0

7. DISCUSSION

8. FINANCIAL REPORT

- N/A

9. COMMISSION REPORT

N/A

10. STAFF REPORT

N/A

11. ADJOURN

Commission adjourned the meeting at 11:04am

NEXT REGULAR SESSION: Wednesday November 12th, 2025 at 1:30PM Village Green Community Center 26159 Dulay Rd NE Kingston, WA 98346

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

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

Mary McClure, Commissioner

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