Port of Keyport
Balance Sheet
As of Aug 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
Key Bank - Checking	17,497
Key Bank - Investment	31,758
Total for Bank Accounts	**$49,255**
Accounts Receivable	
Accounts Receivable	-1
Total for Accounts Receivable	**-$1**
Total for Current Assets	**$49,254**
Total for Assets	**$49,254**
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Last month rent payable	3,234
LGTO 2019 Bond - Current	14,000
Total for Other Current Liabilities	**$17,234**
Total for Current Liabilities	**$17,234**
Long-term Liabilities	
LGTO 2019 Bond	236,000
Total for Long-term Liabilities	**$236,000**
Total for Liabilities	**$253,234**
Equity	
Retained Earnings	-214,257
Net Income	10,278
Total for Equity	**-$203,980**
Total for Liabilities and Equity	**$49,254**

PORT OF KEYPORT MEETING AGENDA

August 3, 2026 6:00 PM

Approval of July minutes

Moorage Report- John Enriquez

- Berthage agreements, vacancies, fees, etc.

Old Business

- Maintenance agreement/Port of Brownsville, other options
- Update on dock repair- Don McCracken

New Business

- All-ports update- John Enriquez, Ellen Ross-Cardoso
- Discuss July waterline leak/ possible proactive upgrade
- Discuss compensation for commissioners doing work on waterlines, etc.

Auditor's Report

- Financial Report
- Warrant and check signing

Adjournment

Next meeting September 14, 2026

Port of Keyport

P.O. Box 195 • Keyport, WA 98345-0195

John Enriquez	Ellen Ross-Cardoso	Don McCracken
(480)444-6085	(360)981-5858	(360)830-9097

August 3, 2026

Present: Commissioner Ross-Cardoso, Commissioner McCracken, Commissioner Enriquez, Auditor Hunt, Lena Hunt, Brian Watne
The meeting was called to order at 6:00pm by Commissioner Ross-Cardoso.
The minutes from the July 6, 2026 meeting were approved by all Commissioners.

Old Business

1) All marina slips are occupied. Noted that several tenants are not displaying current registration decals. Commissioner Enriquez will follow up with tenants being up-to-date with occupancy requirements.
2) The Port of Brownsville has not been responsive to our inquiries regarding our current maintenance agreement. Commissioner McCracken will be contacting other possible options for this work and a new maintenance contract.
3) Slow progress continues with permits to complete the maintenance projects we need on the pier. We are getting updates through Soundwest Engineering. Although Federal and State permits have been obtained, Kitsap County continues to delay with added requirements and subsequent added costs.

New Business

1) Commissioner Enriquez made another emergency repair on a broken water line. He has added a shutoff valve on the docks to separate the boat launch. This allows the water to be shut off for leaks without losing water at the launch and the KIC flowers. He also labeled our shutoff valve cover in the street for easier identification.
2) Commissioners Ross-Cardoso and Enriquez reported on their attendance at the All-Ports meeting. Good connections were made with the WPPA along with Representative Nance to share our frustration about the county obstruction to our maintenance. They reported on the progress of the derelict boat program that now includes a dedicated Sheriff Patrol of Liberty Bay.
3) Commissioner McCracken and Auditor Hunt have been in touch with Washington Department of Natural Resources about the need they have for them to be listed on our insurance as the lease holder. They also seem to now need a $14000 surety bond and we will be looking into that.
4) Commissioner McCracken shared research done into how to possibly increase the Port tax levy. This involves a ballot measure and vote. The costs of permits, engineering and maintenance are all increasing and the Port finances need to adjust for that. Any levy increase will also require an increase in slip fees.
5) Brian Watne brought to the Ports attention that boats are being launched without paying on a regular basis. All Commissioners voted for new sign to be added to pay before launch, advising of video surveillance and a fine for violations. It was clarified that the fee is for launching and that recovery is not charged. Commissioner Ross-Cardoso will be ordering this sign.
6) KPUD has been able to write down our July water bill after the broken pipe loss.

Auditor Report

1) Port financials were reviewed.
3) Checks #5511-#5523, totaling $21789.49.00, were paid.

The next Regular meeting will be held on Monday, September 14, 2026 at 6:00pm.
This meeting was adjourned by Commissioner Ross-Cardoso at 7:19pm.
Respectfully submitted: Don McCracken, Secretary