



REGULAR COMMISSION MEETING
Tuesday, May 28, 2024, at 9:00 am
338 W. First St, Port Angeles, WA 98363
AGENDA

The Regular Commission Meeting will be available to the public in person and remotely. For instructions on how to connect to the meeting remotely, please visit <https://portofpa.com/about-us/agenda-center/>

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)

III. APPROVAL OF AGENDA

IV. WORK SESSION

A. April Financial Report.....1

V. APPROVAL OF CONSENT AGENDA

A. Regular Commission Meeting Minutes – May 14, 2024.....2-4

B. Vouchers in the amount of \$362,276.12.....5

VI. COMPLETION OF RECORDS

No items

VII. PLANNING AND CAPITAL PROJECTS

A. Item for Discussion – 820 Marine Drive Warehouse Rehabilitation.....6-10

B. Item for Consideration – T1/T3 Construction Support Services Agreement - WSP..11-13

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY

A. Item for Consideration – GSA Homeland Security Lease.....14-15

B. Item for Consideration – Edgewood Drive.....16-19

XI. MARINAS

No items



XII. AIRPORTS

No items

XIII. OTHER BUSINESS

- A. Item for Consideration – Clean Ports Grant Program – Matching Funds.....20-23

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)

XVII. FUTURE AGENDA.....24

XVIII. NEXT MEETINGS

- A. June 11, 2024 – Regular Commission Meeting
B. June 25, 2024 - Regular Commission Meeting
C. July 9, 2024 – Regular Commission Meeting

XIX. UPCOMING EVENTS

- A. WPPA Spring Meeting – May 15-17, 2024 – Stevenson, WA
B. Maritime Festival – June 8-9, 2024 – Port Angeles, WA
C. MTC Groundbreaking Ceremony 10:00 am – June 9, 2024 – Port Angeles, WA
D. Dept. of Commerce Forestry Trade Mission – June 8-15, 2024 - Finland
E. WPPA Staff Retreat – July 16-17, 2024 – Port Angeles, WA

BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION *(TIME PERMITTING)*

XX. EXECUTIVE SESSION

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

XXI. ADJOURN



RULES FOR ATTENDING COMMISSION MEETING

- Signs, placards, and noise making devices including musical instruments are prohibited.
- Disruptive behavior by audience members is inappropriate and may result in removal.
- Loud comments, clapping, and booing may be considered disruptive and result in removal at the discretion of the Chair.

RULES FOR SPEAKING AT A COMMISSION MEETING

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda or when recognized by the Chair.
- Time allotted to each speaker is determined by the Chair and, in general, is limited to 3 minutes.
- Total time planned for each public comment period is 20 minutes, subject to change by the Chair.
- All comments should be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record.
- Speakers should not comment more than once per meeting unless their comments pertain to a new topic they have not previously spoken about.
- In the event of a contentious topic with multiple speakers, the Chair will attempt to provide equal time for both sides.

Port of Port Angeles - 2024

						YTD	YTD
	Jan	Feb	Mar	Apr	Total	Budget	Variance
OPERATING REVENUES							
DOCKAGE	74,745	40,963	103,090	60,876	279,674	293,332	(13,658)
WHARFAGE	29,741	16,081	88,515	5,692	140,029	184,704	(44,675)
SERVICE & FACILITIES	18,470	10,327	54,886	3,892	87,575	110,000	(22,425)
MT HANDLING	0	0	0	0	0	-	0
LABOR SERVICES / SECURITY FEE	31,970	16,166	18,050	25,903	92,089	73,332	18,757
LOG YARD STAGING	10,573	2,053	5,453	5,720	23,799	15,332	8,467
LOG YARD LAND SERVICES	63,384	62,476	75,779	77,508	279,147	250,000	29,147
LOG YARD WATER SERVICES	34,147	3,258	13,092	13,092	63,588	31,668	31,920
MOORAGE	245,088	237,210	247,441	269,935	999,674	1,057,588	(57,914)
MARINA & YARD FEES	24,709	24,041	32,100	68,047	148,896	160,776	(11,880)
LANDING/PARKING FEES	1,973	1,741	2,391	2,061	8,166	4,368	3,798
HANGAR/TIE DOWN	14,081	14,200	14,307	13,579	56,166	56,532	(366)
OTHER USER FEES	28,485	24,368	31,868	16,273	100,995	120,412	(19,417)
EQUIPMENT RENTAL	11,628	11,696	32,379	25,697	81,401	96,424	(15,023)
LAND LEASE/RENT	62,585	55,400	49,548	49,548	217,082	252,456	(35,374)
STRUCTURE LEASE/RENT	170,927	166,964	179,387	186,136	703,414	676,984	26,430
USE AGMT AND OTHER RENT	6,116	3,829	9,105	8,112	27,162	40,796	(13,634)
UTILITY PASS THRU & PRODUCT SALES	83,674	63,560	45,780	71,925	264,939	295,200	(30,261)
MISC & INTERDEPT REVENUE	2,586	2,149	1,335	1,660	7,730	12,200	(4,470)
TOTAL OPERATING REVENUES	914,881	756,482	1,004,505	905,656	3,581,524	3,732,104	(150,580)
OPERATING EXPENSES							
SALARIES, WAGES & BENEFITS	337,728	363,097	348,401	358,776	1,408,002	1,337,348	70,654
SUPPLIES	43,851	32,345	37,826	34,069	148,091	148,992	(901)
OUTSIDE SERVICES	128,994	82,207	104,233	79,149	394,583	399,800	(5,217)
PUBLIC INFORMATION	9,766	11,102	11,982	7,653	40,503	43,392	(2,889)
MARKETING	6,835	5,805	645	645	13,930	19,504	(5,574)
COMMUNITY RELATIONS	0	0	2,000	0	2,000	2,932	(932)
ADS, DUES & PUBLICATIONS	19,821	1,627	165	129	21,743	13,356	8,387
TRAVEL MEETINGS	1,143	3,840	7,009	649	12,641	12,396	245
TRAVEL/TRAINING	5,087	21,470	3,488	6,695	36,741	10,464	26,277
PROMO HOSTING, TRADE & INDUSTRIAL DEV	33	51	68	191	343	3,408	(3,065)
RENT, UTILITIES, INSURANCE, TAXES	108,843	100,870	104,518	147,037	461,269	438,524	22,745
UTILITY (Pass Thru) & COST OF GOODS SOLD	60,734	43,087	34,747	48,387	186,955	236,452	(49,497)
OTHER EXPENSES (Misc & Interdept)	7,697	7,643	4,845	5,040	25,225	22,956	2,269
MAINTENANCE LABOR & BENEFITS	98,113	104,083	75,329	74,729	352,254	368,726	(16,472)
MAINTENANCE (Materials & Services)	44,491	22,213	39,314	34,793	140,811	134,192	6,619
TOTAL OPERATING EXPENSES	873,137	799,441	774,570	797,944	3,245,091	3,192,442	52,649
OPERATING SURPLUS (DEFICIT) (before Depr)	41,744	(42,959)	229,935	107,713	336,433	539,662	(203,229)
DEPRECIATION (includes donated assets)	261,493	261,531	259,407	259,272	1,041,703	1,024,838	16,865
OPERATING SURPLUS (DEFICIT) (after Depr)	(219,749)	(304,490)	(29,471)	(151,559)	(705,269)	(485,176)	(220,093)
% of depreciation covered by operating surplus	16%	-16%	89%	42%	32%	53%	-20%
Export MMBF	1.2	0	5.5	0			
# of chip barges loaded	4	3	3	2			



REGULAR COMMISSION MEETING
Tuesday, May 14, 2024, at 9:00 am
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MINUTES

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Connie Beauvais Commissioner
Colleen McAleer, Commissioner
Steve Burke, Commissioner
Paul Jarkiewicz, Executive Director
John Nutter, Dir. of Finance & Admin.

Chris Hartman, Dir. of Engineering
Scott Hough, Marine Terminal Manager
Katharine Frazier, Grants & Contracts Mgr.
Braedi Joutsen, Clerk to the Board
Caleb McMahon, Dir. of Econ. Development

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:32)

Comm. Beauvais called the meeting to order at 9:00 am.

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:33-0:53)

None.

III. APPROVAL OF AGENDA (0:54-0:59)

- Motion to approve the agenda: Comm. McAleer
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)

IV. WORK SESSION (1:00-9:13)

- A. Cash & Investment Report
 - Presentation: John Nutter
 - Discussion
 - No Action
- B. State Government Relations
 - Presentation: Paul Jarkiewicz
 - Discussion
 - No Action

V. APPROVAL OF CONSENT AGENDA (9:14-11:17)

- A. Special Commission Meeting Minutes – April 22, 2024
- B. Regular Commission Meeting Minutes – April 23, 2024
- C. Special Commission Meeting Minutes – May 7, 2024
- D. Vouchers in the amount of \$1,016,201.11
 - Discussion
 - Motion to approve the consent agenda as presented: Comm. Burke
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)

VI. COMPLETION OF RECORDS (11:18-13:42)

- A. Monthly Delegation of Authority Report
 - Presentation: Paul Jarkiewicz
 - Discussion
 - No Action



VII. PLANNING AND CAPITAL PROJECTS (13:43-43:22)

- A. Item for Consideration – Interlocal Agreement John Wayne Marina Floats
- Presentation: Jesse Waknitz
 - Discussion
 - Motion to authorize the Executive Director to execute the Interlocal Agreement for the fabrication of dock sections with the Port of Friday Harbor for a maximum price of One Hundred Eighty-One Thousand One Hundred Fifteen Dollars and Zero Cents (\$181,115), excluding applicable Washington State sales tax, and to make minor amendments to the contract that may be required: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)
- B. Item for Discussion –Estuary & Salmon Recovery Program Grant (Tumwater Creek Bank Stabilization)
- Presentation: Katharine Frazier
 - Discussion
 - No Action
- C. Item for Discussion – Terminal 1 & Terminal 3 Repairs Project Advertisement for Bids
- Presentation: Chris Hartman
 - Discussion
 - No Action

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY

No items

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS

No items

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS (43:23-1:05:19)

Comm. McAleer shared that yesterday, there was an Opportunity Fund Board Meeting, during which the group asked local municipalities to present their potential future financial asks. The Opportunity Fund Board is going to create a form for local municipalities to submit their strategic investment asks.

Comm. Beauvais reviewed the Revenue Advisory Committee (RAC) meeting she attended yesterday. The County BOCC asked the RAC to research and formulate a recommendation so that the County could respond to DNR.

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:05:20-1:05:43)

None.

XVII. FUTURE AGENDA



XVIII. NEXT MEETINGS (1:05:44-1:06:11)

- A. May 28, 2024 – Regular Commission Meeting
- B. June 11, 2024 – Regular Commission Meeting
- C. June 25, 2024 - Regular Commission Meeting
- D. July 9, 2024 – Regular Commission Meeting

XIX. UPCOMING EVENTS (1:06:12-1:08:01)

- A. WPPA Spring Meeting – May 15-17, 2024 – Stevenson, WA
- B. Maritime Festival – June 8-9, 2024 – Port Angeles, WA
- C. Dept. of Commerce Forestry Trade Mission – June 8-15, 2024 - Finland
- D. WPPA Staff Retreat – July 16-17, 2024 – Port Angeles, WA

BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION (TIME PERMITTING)

XX. EXECUTIVE SESSION (1:08:02-1:09:25)

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

- Comm. Beauvais recessed the meeting to convene an executive session. The anticipated length of the executive session is 60 minutes. Following the executive session, the Commission may take action in public session.
- Discussion: Two (2) items concerning legal or financial risks, discussing such matters in executive session are appropriate pursuant to RCW 42.30.110.(1)(i). Two (2) items concerning real estate sale, purchase, or lease, discussing such matters in executive session is appropriate to RCW 42.30.110(1)(c).
- Recess: 6 minutes
- Start Time: 10:15 am
- Extended: 15 minutes
- End Time: 11:30 am
- No Action

Public Session of Commission Meeting Reconvened: 11:30 am

Commissioner Beauvais noted that as a result of the executive session there was no action to be taken.

XXI. ADJOURN (1:09:26-1:09:30)

Comm. Beauvais adjourned the meeting at 11:30 am

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Connie Beauvais, President

Steven Burke, Secretary

**PORT OF PORT ANGELES
GENERAL FUND – LETTER OF TRANSMITTAL
VOUCHER APPROVAL**

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Port of Port Angeles, and that we are authorized to authenticate and certify to said claim.

SUMMARY TRANSMITTAL May 9, 2024 – May 23, 2024

Accounts Payable

	Begin Check #	End Check #		
For General Expenses and Construction				
Accts Payable Checks (computer)	418228	418278	\$	191,645.91
VOIDED/ZERO PAYABLE CHECKS	418,261,418,277		\$	-
Accts Payable ACH	002821	002869	\$	129,655.21
Accts Payable ACH				
VOIDED/ZERO PAYABLE ACH				
Wire Transfer – Excise Tax			\$	-
Wire Transfer - Leasehold Tax			\$	-
Total General Expenses and Construction			\$	321,301.12
Payroll				
Employee Payroll – Draws (Direct Deposit)			\$	40,975.00
Voided Payroll Check			\$	-
Employee Payroll Checks PPD (Direct Dep)			\$	-
Wire Transfer – (Payroll Taxes, Retirement, Deferred Comp, L&I, OASI, PMFL)			\$	-
Total Payroll			\$	40,975.00
Total General Exp & Payroll			\$	362,276.12

Date: May 28, 2024

Port Representative

Port Representative

Commissioner, Steven D. Burke

Commissioner, Connie Beauvais

Commissioner, Colleen McAleer

**ITEM FOR DISCUSSION
BY THE
BOARD OF PORT COMMISSIONERS**

May 28, 2024

SUBJECT: 820 MARINE DRIVE WAREHOUSE REHABILITATION

STAFF LEAD: Wilson Easton, Public Works and Facilities Manager

RCW & POLICY REQUIREMENTS:

The scope of the work falls within the Delegation of Administrative Authority to the Executive Director per Resolution 24-1290.

BACKGROUND:

The warehouse building at 820 Marine Drive was originally constructed in 1974 and is 6,000 SF. It was previously leased to High Tides Seafoods and is currently leased to Monterey Bay Seafoods.

ANALYSIS:

The building's current condition requires repairs and overdue maintenance. The existing overhead doors are in poor condition and pose a safety hazard, and they should be replaced. The exterior trim is degraded and needs to be cleaned up and painted, and rain gutters should be installed and replaced to preserve the building exterior. Outside services will be utilized to replace the overhead doors.

ENVIRONMENTAL IMPACT:

N/A

FISCAL IMPACT:

The Facilities Maintenance Team estimates that the repairs to this building will not exceed \$40,000. While there is no specific capital budget for these repairs for 2024, we recommend utilizing monies from the capital budget contingency line item, which has been unused year-to-date.

RECOMMENDED ACTION:

No formal action is required of the Commission. This Port Facilities Maintenance report is provided to the Commission for informational purposes regarding an unbudgeted project and expense, invites questions, facilitates discussion, and allows the Commissioners to provide guidance where needed.

ATTACHMENTS:

- - Location map
- - Photos

Location map



Photos





**ITEM FOR CONSIDERATION
BY THE
BOARD OF COMMISSIONERS**

May 28, 2024

**Subject: TERMINAL 1 & TERMINAL 3 REPAIRS – CONSTRUCTION SUPPORT
 PROFESSIONAL SERVICE AGREEMENT**

Presenter: Chris Hartman, Director of Engineering

RCW & POLICY REQUIREMENTS

RCW 39.80 requires state, local, and special purpose districts to procure professional services (architectural and engineering services) through a qualification-based selection. Firms must be selected based only on their qualifications; price cannot be used as a factor. The price must be negotiated with the most qualified firm once they have been selected, which must be both fair and reasonable.

The Port's Delegation of Authority also requires the Commission to award professional service contracts exceeding \$50,000.

BACKGROUND:

The Port's principal marine terminal complex consists of Terminal 1 and Terminal 3.

Terminal 1 is the Port's terminal for topside repairs and lay berth for vessels of up to 1,200 feet in overall length. Terminal 1 is a timber structure, where the main terminal and warehouse were completed in 1927.

Terminal 3 is the Port's primary cargo terminal, loading forest products destined for Pacific Rim countries. The original portion of Terminal 3 was built in the late 1960s and was of timber construction. In 1985, the western portion of the terminal was re-constructed using concrete pilings. The middle and eastern trestles and the pier's east end are still the original 1960s timber pier.

In 2021, WSP, the Port's consultant, performed a general condition assessment of Terminal 1. This assessment identified bearing and fendering piles that were moderately to severely damaged due to mechanical and marine borer damage. From 2022 – 2023, WSP completed an assessment of Terminal 3, completed the design, and developed the Bid Documents for repairs currently advertised for bids. The bid period will run from May 17 to June 18. The review of the bids and recommendation of award to the Commission will occur at the June 25th or July 9th Port Commission meetings. Pre-construction submittals and material procurement will run from mid-July through

September, with an anticipated start of construction on October 1, 2024, and substantial completion on January 31, 2025.

ANALYSIS:

Port staff requested that WSP USA provide a scope and fee for construction support services. Below is a summary breakdown by task.

Project Management \$ 10,000

- Project management, invoice review and preparation, and project coordination.

Bid Period Support \$ 11,000

- In-person attendance at the pre-bid meeting.
- Respond to bid questions and issue addendums.
- Submittal of “For Construction” documents.

Construction Support \$106,000

- In-person attendance of kick-off meeting.
- Virtual attendance at weekly construction meetings.
- Periodic site visits to document and observe construction activities.
- Review and respond to submittals.
- Review and respond to requests for information (RFIs) and design clarifications (DCs)
- Evaluation of contractor or Port-generated change order requests, including cost estimate review.
- Attend other meetings and site visits (at the Port’s request).
- Provide miscellaneous technical assistance and issue resolution.
- Provide minor permitting support if needed.

Special Inspection \$ 8,000

- Pile Driving Inspection
- Concrete Reinforcement Inspection

Project Closeout \$ 13,000

- Preparation of record drawings.
- Punchlist development, review, and on-site walkthrough (x2).

Reimbursable Expenses \$ 2,000

ENVIRONMENTAL IMPACT:

The project will have an environmental net benefit because it removes creosote-treated wood pilings and replaces them with coated steel pilings. Additional mitigation is not required.

The project has received an approved United States Army Corp of Engineers (USACE) Programmatic Maintenance Permit. This will be the last maintenance project accomplished under this permit, as the permit expires in April 2025. The project has also received Hydraulic Project Approval from the Washington State Department of Fish and Wildlife and a Shoreline Substantial Development Permit Exemption from the City of Port Angeles.

FISCAL IMPACT:

The Port's 2024 Capital budget programmed \$2 million in project expenses for 2024 and \$1 million in 2025. The total estimated project costs are broken down below:

• Pile Survey (2021)	\$ 190,000
• Design / Bid Docs (2022 – 2023)	\$ 100,000
• Construction	\$2,500,000
• Construction Support	\$ 150,000
Total Estimated Cost	\$2,940,000

RECOMMENDED ACTION:

Staff recommends that the Commission authorize the Executive Director to execute a Professional Service Agreement with WSP USA for Terminal 1 and Terminal 3 Repairs Construction Support Services in an amount not exceeding One Hundred Fifty Thousand Dollars and No Cents (\$150,000.00) and to make minor amendments to the agreement as may be needed.

**ITEM FOR CONSIDERATION
BY THE
BOARD OF PORT COMMISSIONERS**

Date: May 28, 2024

Subject: Proposed Lease Extension – General Services Administration
US Dept. of Homeland Security, 1908 S. O Street, Port Angeles

Presented by: Cherie Gottschalk, Real Estate & Marketing Manager

RCW & POLICY REQUIREMENTS

Per RCW 53.08.08 Lease of Property, a district may lease all lands, wharves, docks, and real and personal property upon such terms as the port commission deems proper. No lease shall be for a period longer than fifty years with option up to an additional thirty years.

Per RCW 53.08.085, rent security is required for every lease of more than one year. Rent may be secured by rental insurance, bond, or other security satisfactory to the Port Commission in an amount equal to one-sixth the total rent, but in no case shall such security be less than one year's rent or more than three years' rent. If the security is not maintained the lease shall be considered in default. The port commission may, in its discretion, waive the rent security requirement or lower the amount of such requirement on the lease of real and/or personal port property.

Per Section I of the Port's Delegation of Authority, all term lease agreements of real property shall be leased only under an appropriate written lease instrument executed by the Commission. Per Section 1.B.4, Commission approval is required for any lease containing non-standard terms or conditions.

BACKGROUND:

Since June 2009, the General Services Administration for the U.S. Department of Homeland Security has leased an office at 1908 O Street, Port Angeles. The current lease expires June 24, 2024. The Lessee would like to extend the lease for five additional years. Years 1 and 2 are confirmed years for the lease, and the Lessee requests the final three years as optional with proper notice. During years 3 through 5, the Lessee may terminate the lease with 120 days' written notice to the Port.

ENVIRONMENTAL IMPACT: None.

FISCAL IMPACT:

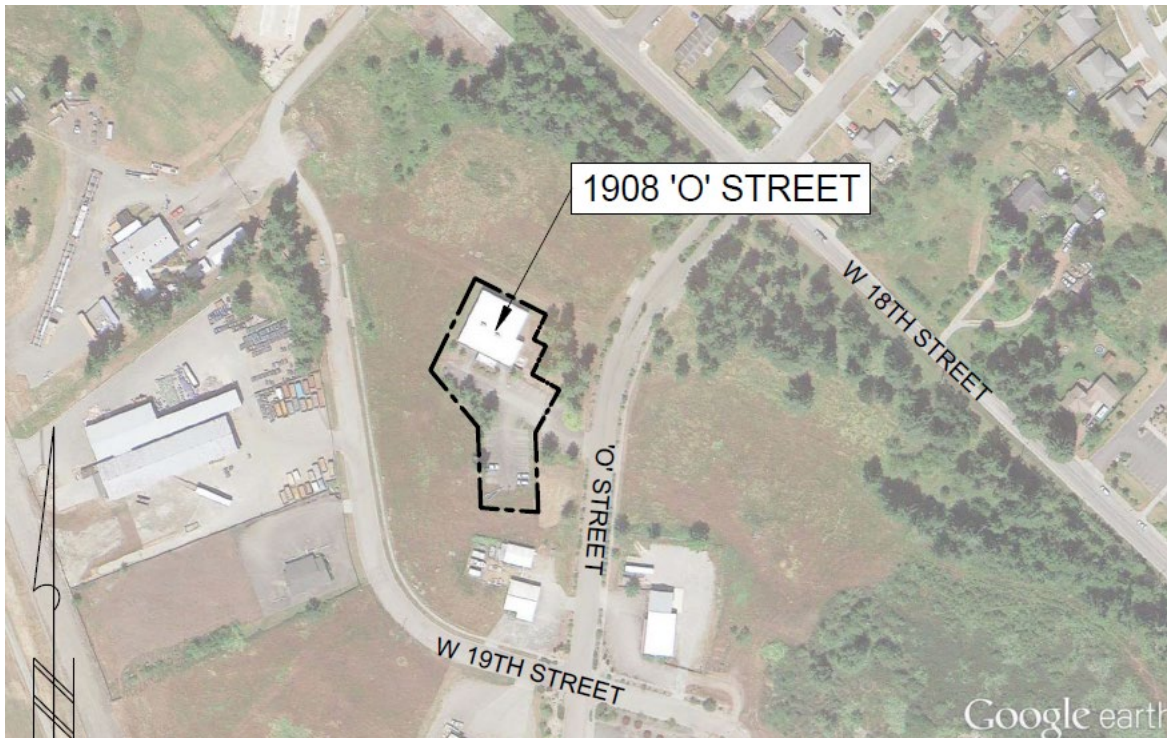
Proposed Lease Term: Five-year term from June 25, 2024, through June 24, 2029.

Proposed Rent Structure: The Current annual revenue for base rent and operating rent is \$131,259.49. The Proposed Rent for the five-year term is an annual revenue of \$138,036.06. The monthly breakdown of charges is found below.

Current Rate				
1908 S. O Street	Notes	Rate/SF	Monthly Rate	Annual Rate
6,028 SF Office Rent	Increased by CPI	\$1.00	\$6,028.00	\$72,336.00
Operating Rent	Static amount during term		\$4,910.29	\$58,923.49
Current Monthly Rate			\$10,938.29	
Current Annual Rent				\$131,259.49

New Rate Starting 6/25/2024				
1908 S. O Street	Notes	Rate/SF	Monthly Rate	Annual Rate
6,028 SF Office Rent	Static amount during term	\$1.0936	\$6,592.72	\$79,112.59
Operating Rent	(Increases with CPI)		\$4,910.29	\$58,923.49
Proposed Monthly Rate for 5 Year Term			\$11,503.00	
Proposed Annual Rent				\$138,036.06

RECOMMENDED ACTION: Port staff recommend accepting this five-year lease extension and authorizing the Executive Director to sign the lease amendment on behalf of the Port, and for the Port to prepare a maintenance and repair inspection for the Commission.



**ITEM FOR CONSIDERATION
OF THE
PORT OF PORT ANGELES COMMISSION**

Date: May 28, 2024

Subject: Property Purchase Opportunity

Presented by: Cherie Gottschalk, Real Estate & Marketing Manager

Location: 2207 W. Edgewood Drive, Port Angeles, WA 98363

RCW & POLICY REQUIREMENTS

RCW 53.34.170

The Port District's power to acquire property, rights, etc.—Gifts—Condemnation—Contracts by public agencies authorized.

In the acquisition, construction, reconstruction, improvement, extension, or betterment of any project or projects authorized under the provisions of this chapter any port district creating and establishing any such project or projects may have and exercise all of the powers heretofore or hereafter granted to port districts for corporate purposes and, in addition thereto, may acquire by gift or grant, lease, purchase, or condemnation any public and private property, franchises and property rights, including state, county, and school lands and property, and littoral and water rights whether or not any such property is then devoted to public or quasi-public proprietary or governmental use: PROVIDED, That the court shall find that the proposed condemnation of any property already devoted to a public use is for a higher public use, and may by appropriate contracts with any city, county, or other political subdivision of the state, with the state and any department of the government of the state (hereinafter referred to collectively as public agencies), or with any department, instrumentality or agency of the United States, acquire title to or the use of existing roads, streets, parkways, avenues, or highways or the closing of any roads, streets, parkways, avenues, or highways as may be necessary or convenient to the acquisition, construction, or operation of any such project or projects under such terms and conditions as may be mutually agreed upon. All public agencies are authorized to enter into contracts with port districts for the aforesaid purposes.

BACKGROUND:

One of the Port's visions is to acquire, control, and utilize property to benefit commerce, business, and economic development and to acquire properties as they become available to add to the Port's holdings.

The listing agent for the industrial-zoned property at 2207 W. Edgewood Drive contacted the Port regarding a new listing of industrial-zoned acreage with a residence on the parcel. This location is key, as it is adjacent to Port-owned land at Wm. R. Fairchild International Airport. The Port of Port Angeles had previously sold this property to Mr. and Mrs. Kalbfleisch in May of 1972. The Port would like to pursue the acquisition of this property and add it back to the Port's portfolio.

Current Improvements: The land is improved, with a 1937-built two-story house containing 2,155 SF, a garage, and outbuildings. Alice Kalbfleisch's two tax parcels

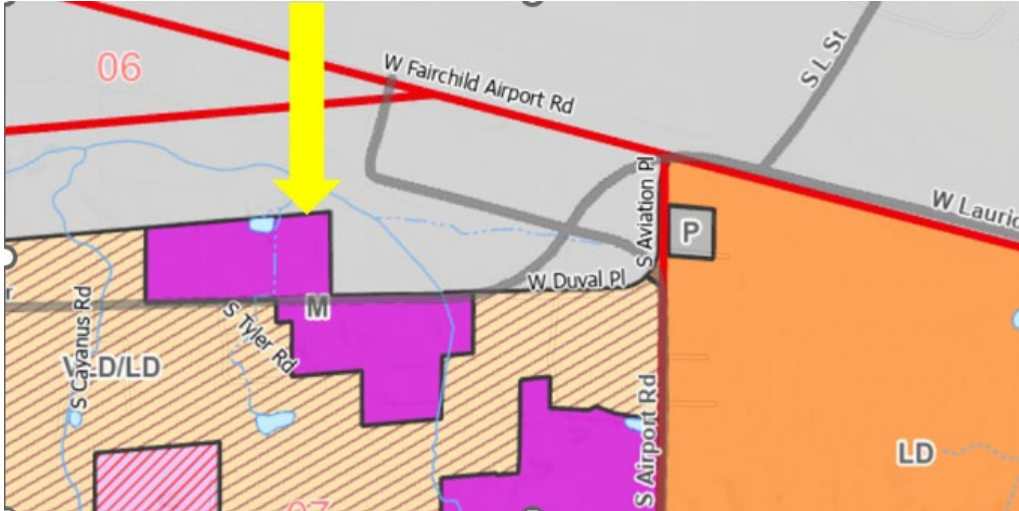
(Kalbfleisch Short Plat Lots 1 and 2) contain 3.92 acres, which are zoned M Industrial in Clallam County.

Fiscal Impact: The Listing Price is \$395,000. The Port offered \$375,000 for the property, which was accepted. Closing Date is set for June 28, 2024. We anticipate future port employee labor and dump disposal costs to remove personal property inside the house and garage and possibly demolition of the outbuildings.

Environmental Impact: None

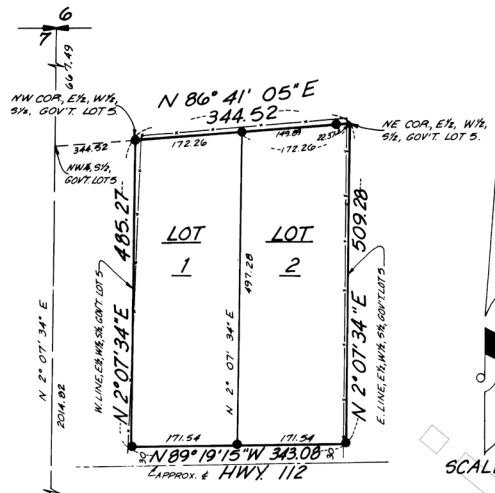
Property Maps and Photo:





509960

KALBFLEISCH SHORT PLAT SECTION 7, TOWNSHIP 30 NORTH, RANGE 6 WEST, WM. CLALLAM COUNTY, WASHINGTON



SURVEYOR'S CERTIFICATE

I, KENNETH A. CLARK, OF CLARK AND ASSOCIATES, HEREBY CERTIFY THAT THIS PLAT IS BASED UPON ACTUAL SURVEY, THAT DISTANCES AND BEARINGS ARE CORRECT.



Kenneth A. Clark
KENNETH A. CLARK
REGISTERED LAND SURVEYOR
LICENSE NUMBER 12223

DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT WE THE UNDERSIGNED, CONTRACT PURCHASERS OF THE LAND HEREBY PLATTED, HEREBY DECLARE THIS PLAT. THE PLATTORS HEREBY ACCEPT ALL RESPONSIBILITY FOR ALL CLAIMS AND DAMAGES WHICH MAY BE OCCASIONED TO ANY OTHER LAND OR PERSONS BY ACTIONS OF SAID PLATTORS AUTHORIZED BY THE COUNTY IN RELATION TO THIS PLAT, WE HEREBY CONSENT TO THIS PLAT.

IN WITNESS WHEREOF THIS INSTRUMENT IS EXECUTED THIS 11TH DAY OF JULY, 19 80.
CONTRACT PURCHASERS

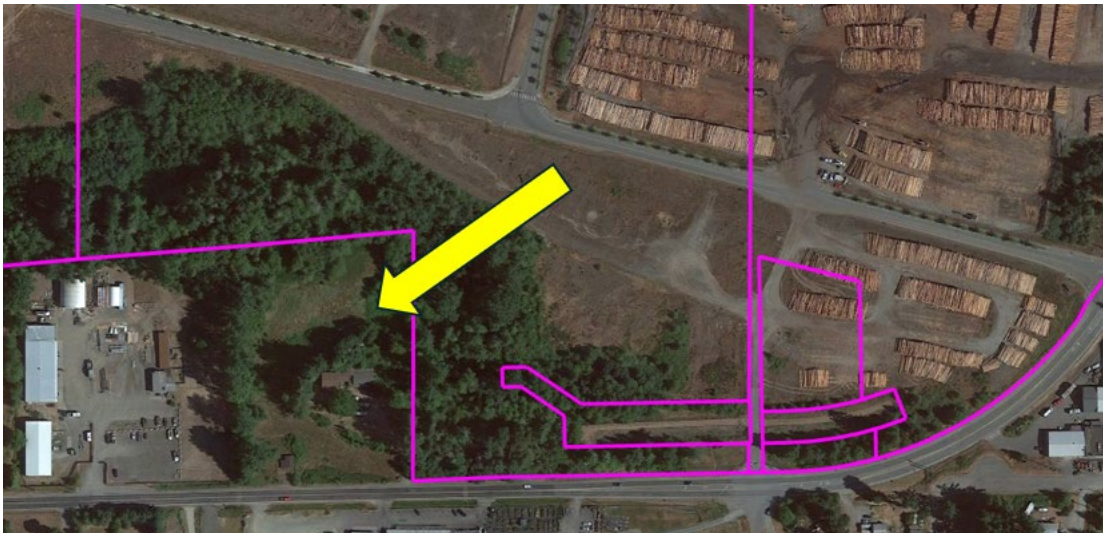
John L.A. Kalbfleisch
JOHN L.A. KALBFLEISCH

Actee F. Kalbfleisch
ACTEE F. KALBFLEISCH

PORT OF PORT ANGELES, A WASHINGTON MUNICIPAL CORPORATION
FIRST NATIONAL BANK OF PORT ANGELES, A NATIONAL BANKING ASSOCIATION

SCALE: 1"=100'

ACKNOWLEDGEMENT



RECOMMENDED ACTION: The Kalbfleisch property, located adjacent to the Port-owned property, meets the Port's strategic goals and objectives of acquiring and controlling industrially zoned properties. The Purchase and Sale Agreement is contingent upon approval of the purchase by the Port Commissioners.

On a motion and a second, the Team recommends that the Commission approve the purchase of the Kalbfleisch properties for the accepted offer price of \$375,000 and authorize the Executive Director to sign documents on behalf of the Port for the purchase.

**ITEM FOR CONSIDERATION
BY THE
PORT BOARD OF COMMISSIONERS**

May 28, 2024

**SUBJECT: CLEAN PORTS PROGRAM GRANT APPLICATION – PORT
RESOLUTION NO. 24-1295**

**Presenter: Katharine Frazier, Grants & Contracts Manager
Chris Hartman, Director of Engineering**

RCW & POLICY REQUIREMENTS:

This is a resolution authorizing the Executive Director to submit a grant application certifying that the Port has the required matching funds available and, if successful, execute a funding award per the Delegation of Administrative Authority Section XVIII under Port Resolution 24-1290.

BACKGROUND:

The Port is in the process of applying for funding under the United States Environmental Protection Agency's Clean Ports Program. This application aims to secure grant funding for shore power upgrades at T1 and T3 and zero-emission equipment to replace existing internal combustion engine (diesel) equipment.

Shore power upgrades are scoped to include new service cabinets with multiple standard connections (120V, 240V, 480V). Currently, only one connection type is available, which limits the number and type of vessels that can safely plug into shore power. Many vessels require the services of a master electrician to connect to shore power, which adds costs and time that discourage shore power usage. New, flexible service cabinets will make shore power more accessible and are anticipated to decrease the number of vessels that choose to stay on diesel ship power at berth.

Upgrades include mobile shore power cable management units (pedestals) with multiple standard plug configurations. The pedestals can be moved close to vessels on the terminals, reducing the need for cables to be stretched across the docks. Pedestals will also feature arms that lift cables up to vessels, reducing tidal impacts.

The Port's application also focuses on zero-emission equipment, including all-electric forklifts, electric reach stackers, and a bulk conveying system. The conveying system is also part of the Port's PIDP 2024 grant request.

This potential grant funding would enable the Port to reduce emissions through higher shore power utilization and clean, zero-emission equipment operation.

ANALYSIS:

Resolution 24-1295 authorizes the Executive Director to submit additional grant application material, sign the grant agreement if the Port is awarded funding, and commit grant matching funds.

ENVIRONMENTAL IMPACT:

This project will have ongoing environmental benefits by reducing greenhouse gases (GHGs) from vessels and cargo handling equipment at Port facilities. Shore power utilization is currently low (21% in 2023, or 32 or 152 vessel visits). According to the EPA's emissions quantifier tool, the Port can prevent significant CO2 emissions by boosting shore power utilization by 50%. For instance, if all tugboats that used diesel ship power at berth in 2023 had used shore power instead, approximately 94 tons of CO2 emissions would have been avoided.

FISCAL IMPACT:

The Clean Ports Program has a minimum grant amount of \$5 million and a match requirement of 10%.

The Port Team anticipates requesting between \$10 and \$12 million to complete shore power upgrades and acquire zero-emission equipment. The Team requests approval for up to \$1.1 million in funds to match up to \$9.9 million in federal funds.

The Port will have the option of using the Local Government Finance Program (LOCAL) from the State Treasurer's Office to supply the 10% (\$1,100,000) local match. This program's recent interest rate for 5-year terms is 2.80%.

RECOMMENDED ACTION:

Introduce Resolution No 24-1295. If unanimous approval is given, introduce and adopt Resolution No. 24-1295.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF PORT ANGELES WASHINGTON, COMMITTING MATCHING FUNDS AND AUTHORIZING THE EXECUTIVE DIRECTOR TO APPLY FOR A FEDERAL ENVIRONMENTAL PROTECTION AGENCY GRANT FOR ZERO-EMISSION EQUIPMENT AND SHORE POWER UPGRADES.

WHEREAS, the Environmental Protection Agency (EPA) administers the Clean Ports Program, which makes grant funds available for projects that will reduce diesel pollution and build the foundation for ports to transition, over time, to zero-emissions operations; and

WHEREAS, the Port of Port Angeles has the ability, opportunity, and interest to reduce its emissions through higher utilization of shore power and the operation of zero-emission cargo handling equipment; and

WHEREAS, the Port provides essential freight transportation services for Clallam County and the wider region and can continue to do so while lowering its emissions, given the right tools; and

WHEREAS, the proposed shore power upgrades will encourage reductions in the use of diesel-generated ship power at the Port's Marine Terminals, and the proposed zero-emission equipment will prevent emissions while providing vital cargo handling services; and

WHEREAS, the proposed funding application will leverage Port local matching funds of \$1,100,000, or 10% of the total project cost through the Local Government Financing Program (LOCAL); and

WHEREAS, the Port of Port Angeles finds that an application should be submitted for consideration by EPA, and that such submission will promote both environmental benefits and the movement of goods in the region.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Port Angeles Washington, as follows:

1. That the Executive Director is hereby authorized to apply to the US Environmental Protection Agency, for and on behalf of the Port of Port Angeles, for Clean Ports Grant funding in the approximate amount of \$11,000,000, or 90% of the total project cost, for Port Electrification and Shore Power Capacity Expansion; and
2. That the Executive Director is hereby further authorized to provide such additional information as may be necessary to secure approval of such application; and

24-1295 Continued

- 3. That, in the event such application is approved, the Executive Director is authorized to enter into an agreement for such funding; and
- 4. That this Resolution shall be effective upon passage and signatures listed below in accordance with the law.

ADOPTED by the Board of Commissioners of the Port of Port Angeles at a regular meeting thereof, held this 28th day of May 2024.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Connie L. Beauvais, President

Colleen M. McAleer, Vice-President

Steven D. Burke, Secretary

Future Agenda Items –Commission Meeting

5/28/2024

June 11, 2024 (Regular Commission Meeting)

- Monthly DofA
- Month to Month Lease Update
- Olympic Seafood Lease

June 25, 2024 (Regular Commission Meeting)

- May Financial Report
- Report on Maritime Festival

July 9, 2024 (Regular Commission Meeting)

- June Financial Report

July 23, 2024 (Regular Commission Meeting)

- 2nd Quarter Financial Report
- 2nd Quarter Cash & Investment Report
- 2nd Quarter Operations Report

Upcoming Events/Announcements

- June 8-9: Maritime Festival
- June 9: 10:00 am Groundbreaking Ceremony MTC
- Dept. of Commerce Forestry Trade Mission – June 8-15 (Finland)
- June 26-28 WPPA Finance & Admin Seminar (Vancouver)
- July 16-17 WPPA Staff Retreat (Port Angeles)

Future

- Boatyard and Marina Rules & Regulations
- Port Emergency Response Plans and Activities
- Employee Handbook Update and Resolutions