



**REGULAR COMMISSION MEETING**  
**Tuesday, July 9, 2024, at 9:00 am**  
**338 W. First St, Port Angeles, WA 98363**  
**MINUTES**

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/>

Connie Beauvais, Commissioner  
Colleen McAleer, Commissioner  
Steve Burke, Commissioner  
Paul Jarkiewicz, Executive Director  
John Nutter, Dir. of Finance & Admin.  
Braedi Joutsen, Clerk to the Board  
Katharine Frazier, Grants & Contracts Mgr.

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:42)**

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

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:43-1:11)**

**III. APPROVAL OF AGENDA (1:12-1:31)**

- Motion to approve the agenda with the addition of edit to the Letter of Support for Osprey Logistics: Comm. McAleer
- 2<sup>nd</sup>: Comm. Burke
- Vote: 3-0 (Unanimous)

**IV. WORK SESSION (1:32-1:09:33)**

**A. OMC (Olympic Medical Center) Community Education**

- Presentation: Darryl Wolfe
- Discussion
- No Action

**B. WA Commerce Forestry Trade Mission to Finland - Recap**

- Presentation: Steve Burke
- Discussion
- No Action

**C. Client Transparency Requirement**

- Presentation: Paul Jarkiewicz
- Discussion
- Motion to approve the PCTRP, the Port's Customer Transparency Requirement Policy: Comm. Burke
- 2<sup>nd</sup>: Comm. Beauvais
- Vote: 3-0 (Unanimous)

**V. APPROVAL OF CONSENT AGENDA (1:09:34-1:11:57)**

**A. Regular Commission Meeting Minutes – June 25, 2024**

**B. Vouchers in the amount of \$471,710.60**

- Discussion
- Motion to approve the consent agenda with the changes as discussed: Comm. McAleer
- 2<sup>nd</sup>: Comm. Burke
- Vote: 3-0 (Unanimous)

**VI. COMPLETION OF RECORDS (1:11:58-1:15:01)**

**A. Monthly Delegation of Authority Report**

- Presentation: Paul Jarkiewicz
- Discussion
- No Action



**VII. PLANNING AND CAPITAL PROJECTS (1:15:02-1:29:15)**

- A. Resolution 24-1298, Port Recreational & Public Access Plan
- Presentation: Katharine Frazier
  - Discussion
  - Motion to introduce Resolution 24-1298, a Resolution of the Commission of the Port of Port Angeles adopting the 2024 Port Recreation and Public Access Plan with the amendment of adding previous resolution that it will repeal: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Burke
  - Vote: 3-0 (Unanimous)

**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**

**XIV. ITEMS NOT ON THE AGENDA (1:29:16-1:32:07)**

- A. Letter of Support – Osprey Logistics
- Presentation: Katharine Frazier
  - Discussion
  - Motion to approve the new and improved letter of endorsement for Osprey Logistics: Comm. Burke
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)

**XV. COMMISSIONER REPORTS (1:32:08-1:35:25)**

The Commission shared their experiences with participating in the 4<sup>th</sup> of July parade in town.

**XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:35:26-1:42:42)**

Won Choi – Port Angeles, WA- shared some updates with the Commission on recent events with the Port Angeles Yacht Club. Won also shared with the Commission that he is providing free of charge strategic planning consulting services for a handful of local businesses. He shared that two Port tenants have reached out to him to utilize these services.

**XVII. FUTURE AGENDA**

**XVIII. NEXT MEETINGS (1:42:43-1:42:52)**

- A. July 23, 2024 – Regular Commission Meeting
- B. August 13, 2024 - Regular Commission Meeting
- C. August 27, 2024 - Regular Commission Meeting
- D. September 10, 2024 – Regular Commission Meeting

**XIX. UPCOMING EVENTS (1:42:53-1:45:12)**



- A. WPPA Directors Seminar - July 11-12, 2024 – Kalama, WA
- B. WPPA Staff Retreat – July 16-17, 2024 – Port Angeles, WA
- C. Northwest Maritime Terminal Association – July 18-19, 2024 – Bellingham, WA
- D. International Workboat Show – November 12-14, 2024 – New Orleans, LA
- E. Pacific Marine Expo – November 20-22, 2024 – Seattle, WA

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

**XX. EXECUTIVE SESSION (1:45:13-1:46:41)**

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 30 minutes. Following the executive session, the Commission is not expected to take action in public session.
- Discussion: Two (2) items concerning real estate sale, purchase, or lease, discussing such matters in executive session are appropriate pursuant to RCW 42.30.110.(1)(b).
- Recess: 4 minutes
- Start Time: 10:50 am
- Extended: 40 minutes
- End Time: 12:00 pm
- No Action

Public Session of Commission Meeting Reconvened: 12:00 pm.

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

**XXI. ADJOURN (1:46:42-1:46:45)**

Comm. Beauvais adjourned the meeting at 12:00 pm.

  
\_\_\_\_\_  
Steven Burke, Secretary

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Connie Beauvais, President