



REGULAR COMMISSION MEETING
Tuesday, August 27, 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

Jennifer Baker, Interim Dir. of Finance & Admin.
Braedi Joutsen, Clerk to the Board
Caleb McMahon, Director of Economic Development

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:38)

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

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:39-0:58)

None.

III. APPROVAL OF AGENDA (0:59-1:07)

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

IV. WORK SESSION (1:08-31:40)

- A. City of Port Angeles Comprehensive Plan Update – Ben Braudrick
**Presenter unavailable, added to the September 10th meeting agenda.*
- B. July Financial Report
- Presentation: Jennifer Baker
 - Discussion
 - No Action
- C. Monthly Cash & Investment Report
- Presentation: Jennifer Baker
 - Discussion
 - No Action
- D. Strategic Plan Review
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action
- E. Community Partner Program Review and 2024 Overview and Update
- Presentation: Braedi Joutsen
 - Discussion
 - No Action

V. APPROVAL OF CONSENT AGENDA (31:41-32:44)

- A. Regular Commission Meeting Minutes – August 13, 2024
- B. Special Commission Meeting Minutes – August 13, 2024
- C. Vouchers in the amount of \$353,160.75
- Discussion
 - Motion to approve the consent agenda: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)



VI. COMPLETION OF RECORDS

No items

VII. PLANNING AND CAPITAL PROJECTS (32:45-50:13)

- A. Resolution 24-1305, Port Angeles Boat Haven Marina Master Planning CERB Grant
- Presentation: Katharine Fraizer
 - Discussion
 - Motion to introduce Resolution 24-1305 authorizing the Port's Executive Director to apply for a total of \$125,000 in CERB funding, including \$50,000 in local match:
Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration: Comm. Burke
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Resolution 24-1305 authorizing the Port's Executive Director to apply for a total of \$125,000 in CERB funding, including \$50,000 in local match:
Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY (50:14-53:57)

- A. Item for Consideration – Shipwrecked Port Angeles LLC. Term Lease
- Presentation: Caleb McMahon
 - Discussion
 - Motion to authorize the Executive Director to sign the lease as presented: Comm. Burke
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS (53:58-1:06:18), (1:10:29-1:12:01)

- A. Resolution 24-1302, Appointment of Port Treasurer
- Presentation: Paul Jarkiewicz
 - Discussion
 - **Moved item to Executive Session**
 - Motion to introduce Resolution 24-1302, a resolution of the Port of Port Angeles designating Treasurer and confirming blanket fidelity bond to protect against loss:
Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to waive 2nd consideration: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)



- Motion to adopt Resolution 24-1302, a resolution of the Port of Port Angeles designating Treasurer and confirming blanket fidelity bond to protect against loss:
Comm. Beauvais
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)

B. Resolution 24-1304, Port Travel Policy

- Presentation: Braedi Joutsen
- Discussion
- Motion to introduce Resolution 24-1304, a resolution governing the reimbursement and payment of travel and other business expenses, and rescinding Resolution 22-1265: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)
- Motion to waive second consideration: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)
- Motion to adopt Resolution 24-1304, a resolution governing the reimbursement and payment of travel and other business expenses, and rescinding Resolution 22-1265: Comm. Burke
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:06:19-1:06:47)

None.

XVII. FUTURE AGENDA

XVIII. NEXT MEETINGS (1:06:48-1:06:57)

- A. September 10, 2024 - Regular Commission Meeting
- B. September 24, 2024 - Regular Commission Meeting
- C. October 8, 2024 – Regular Commission Meeting
- D. October 22, 2024 – Regular Commission Meeting

XIX. UPCOMING EVENTS (1:06:58-1:08:55)

- A. (NTIIC) National Transportation in Indian Country – August 26-29, 2024 – Durant, OK
- B. WPPA Environmental Seminar – September 18-20, 2024 – Walla Walla, WA
- C. WPPA Small Ports Seminar – October 24-25, 2024 – Lake Chelan, 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 (1:08:56-1:10:28)

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 is expected to take action in public session.



- Discussion:
 - One (1) item concerning the performance of a public employee, discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(g).
 - One (1) item concerning legal and financial risk, discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i).
- Recess: 5 minutes
- Start Time: 10:15 am
- Extended: 30 minutes
- End Time: 11:50 am

Public Session of Commission Meeting Reconvened: 11:50 am

Commissioner Beauvais noted that as a result of the executive session, action will be taken on agenda item XIII A – Resolution 24-1302, Appointment of Port Treasurer.

XXI. ADJOURN (1:12:02-1:12:05)

Comm. Beauvais adjourned the meeting at 11:52 am.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS



Connie Beauvais, President



Steven Burke, Secretary