



REGULAR COMMISSION MEETING
Tuesday, October 8, 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
Scott Hough, Marine Terminal Manager

Jennifer Baker, Interim Dir. of Finance & Admin.
Braedi Joutsen, Clerk to the Board
Caleb McMahon, Director of Economic Development
Katharine Fraizer, Grants & Contracts Manager
Wilson Easton, Facilities Maintenance Supervisor

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:35)

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

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:36-3:40)

James Taylor, Port Angeles, WA – wanted to compliment the Port on their recent achievements and believes we are positively impacting the community regarding economic development. He would like the Port to continue to stress the importance of the William R. Fairchild International Airport in our community.

III. APPROVAL OF AGENDA (3:41-3:58)

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

IV. WORK SESSION (3:59-2:03:26)

- A. Draft Final Capital Budget
- Presentation: Chris Hartman
 - Discussion
 - No Action
- B. Finalize Operating Budget Assumptions
- Presentation: Port Department Leads
 - Discussion
 - No Action
- C. Draft 2025 Organizational Chart
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action
- D. 2025 Strategic Plan
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action

V. APPROVAL OF CONSENT AGENDA (2:03:27-2:05:52)

- A. Regular Commission Meeting Minutes – September 24, 2024
- B. Vouchers in the amount of \$2,034,789.81
- Discussion
 - Motion to approve consent agenda as presented: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)



VI. COMPLETION OF RECORDS (2:05:53-2:07:03)

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

VII. PLANNING AND CAPITAL PROJECTS

No items

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY (2:07:04-2:16:39)

- A. First Consideration – Amazon.com Services LLC. Lease
- Presentation: Caleb McMahon
 - Discussion
 - Motion to move forward the GROUND LEASE AGREEMENT BETWEEN the PORT OF PORT ANGELES and AMAZON.COM SERVICES LLC, with a term of fifteen years with ten (10) five-year extensions, together with Right of First Refusal and Right of First Offer Rights for consideration of approval at the Commission's October 22, 2024, meeting: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS

No items

XIV. ITEMS NOT ON THE AGENDA

XV. COMMISSIONER REPORTS (2:16:40-2:16:54)

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (2:16:55-2:17:11)

XVII. FUTURE AGENDA

XVIII. NEXT MEETINGS (2:17:12-2:19:03)

- A. October 22, 2024 - Regular Commission Meeting
- B. October 28, 2024 – Special Joint Commission Meeting @ County
- C. October 29, 2024 – Special Commission Meeting
- D. November 12, 2024 – Regular Commission Meeting
- E. November 26, 2024 – Regular Commission Meeting

XIX. UPCOMING EVENTS (2:19:04-2:20:15)



- A. International Workboat Show – November 12-14, 2024 – New Orleans, LA
- B. Pacific Marine Expo – November 20-22, 2024 – Seattle, WA
- C. M5 Marine Highway Roundtable – December 10, 2024 – Bellevue, WA
- D. WPPA Annual Meeting – December 11-13, 2024 – Bellevue, WA

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

XX. EXECUTIVE SESSION (2:20:16-2:22:24)

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:
 - Three (3) items concerning the real estate sale, purchase, or lease. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(b).
 - One (1) item concerning legal or financial risk. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i).
- Recess: 8 minutes
- Start Time: 11:30 am
- Extended: 25 minutes
- End Time: 12:55 pm

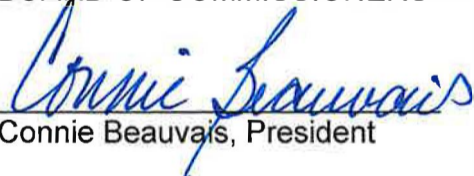
Public Session of Commission Meeting Reconvened: 12:55 pm

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

XXI. ADJOURN (2:22:25-2:22:27)

Comm. Beauvais adjourned the meeting at 12:55 pm.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS


Connie Beauvais, President


Steven Burke, Secretary