



REGULAR COMMISSION MEETING
Tuesday, October 22, 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 (0:00-0:34)

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

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:35-1:12)

None

III. APPROVAL OF AGENDA (1:13-1:23)

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

IV. WORK SESSION (1:24-24:40) FIRST RECORDING, (0:00-1:15:00)

- A. September Financial Report
- Presentation: Jennifer Baker
 - Discussion
 - No Action

Computer/Technical Issues – First Recording stopped – Second Recording started

- B. Monthly Cash & Investment Report
- Presentation: Jennifer Baker
 - Discussion
 - No Action
- C. Introduce 2025 Operating Budget
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action
- D. 2025 Strategic Plan
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action
- E. Discussion on Consumer Price Index (CPI)
- Presentation: Paul Jarkiewicz
 - Discussion
 - No Action

V. APPROVAL OF CONSENT AGENDA (1:15:01-1:16:42)

- A. Regular Commission Meeting Minutes – October 8, 2024
- B. Vouchers in the amount of \$530,127.22
- Discussion
 - Motion to approve consent agenda as presented: Comm. McAleer
 - 2nd: Comm. Beauvais



- Vote: 3-0 (Unanimous)

VI. COMPLETION OF RECORDS (1:16:43-1:33:24)

- A. 3rd Quarter Operations Report
- Presentation: Caleb McMahon, Paul Jarkiewicz
 - Discussion
 - No Action

VII. PLANNING AND CAPITAL PROJECTS (1:33:25-1:43:09)

- A. Marine Trades Center Change Order 01
- Presentation: Chris Hartman
 - Discussion
 - Motion to authorize the Executive Director to execute Change Order 01 to the Marine Trades Center Phase 2 Site Development contract with Interwest Construction Inc. for an amount not to exceed Two Hundred Eighty-Seven Thousand Nine Hundred Seventeen Dollars and Thirty-Eight Cents (\$287,917.38) plus applicable Washington State Sales Tax: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)

MOVED TO EXECUTIVE SESSION

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY (1:44:34-2:08:07)

- A. Item for Consideration - Quiet Title Action
- Presentation: Paul Jarkiewicz
 - Discussion
 - Motion to authorize the Executive Director to work with Port Legal Counsel to take steps necessary, including quiet title action, to acquire and perfect the Port's ownership of the Property: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)
- B. Second Consideration – Renaissance Property Holding, LLC. Lease
- Presentation: Caleb McMahon
 - Discussion
 - Motion to authorize the Executive Director to execute a lease with Renaissance Property Holdings, LLC.: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
- C. Second Consideration – Amazon.com Services LLC. Lease
- Presentation: Caleb McMahon
 - Discussion
 - Motion to authorize 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: Comm. Burke
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)



D. First Consideration – 30 Gold LLC. Lease

- Presentation: Caleb McMahon
- Discussion
- Motion to approve the 30 Gold LLC Lease as presented and authorize the Executive Director to execute the lease documents as necessary at the location of 436 Marine Drive: Comm. McAleer
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)
- Motion to waive second consideration: Comm. Burke
- 2nd: Comm. Beauvais
- Vote 3-0 (Unanimous)
- Motion to approve the 30 Gold LLC Lease as presented and authorize the Executive Director to execute the lease documents as necessary at the location of 436 Marine Drive: Comm. McAleer
- 2nd: Comm. Beauvais
- 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

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (2:10:37-2:12:14)

Colleen McAleer, Clallam County EDC – shared that the Opportunity Fund applications will be reviewed on 1-4 pm on November 8, 2024, at the Clallam County EDC office located on First Street in downtown Port Angeles.

XVII. FUTURE AGENDA (

XVIII. NEXT MEETINGS (2:08:08-2:10:36)

- A. October 28, 2024 – Special Joint Commission Meeting @ County
- B. October 29, 2024 – Special Commission Meeting
- C. November 12, 2024 – Regular Commission Meeting
- D. November 19, 2024 – Special Commission Meeting – 8:00 am
- E. November 26, 2024 – Regular Commission Meeting - **CANCELLED**
- F. December 10, 2024 – Regular Commission Meeting - **CANCELLED**
- G. December 17, 2024 – Special Commission Meeting
- H. December 24, 2024 – Regular Commission Meeting - **CANCELLED**

XIX. UPCOMING EVENTS (2:12:15-2:13:05)



- A. Pacific Marine Expo – November 20-22, 2024 – Seattle, WA
- B. WPPA/MARAD Marine Highway Roundtable – December 10, 2024 – Bellevue, WA
- C. WPPA Annual Meeting – December 11-13, 2024 – Bellevue, WA

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

XX. EXECUTIVE SESSION (1:43:10-1:44:33), (2:13:06-2:14:48)

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

First Executive Session

- Comm. Beauvais recessed the meeting to convene an executive session. The anticipated length of the executive session is 20 minutes. Following the executive session, the Commission may take action in public session.
- Discussion:
 - One (1) item concerning real estate sale, purchase, or lease. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(b).
- Recess: 3 minutes
- Start Time: 11:15 am
- End Time: 11:35 am

Public Session of Commission Meeting Reconvened: 11:35 am

Second Executive Session

- 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 may take action in public session.
- Discussion:
 - 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: 1 minute
- Start Time: 12:05 pm
- Extended: 15 minutes
- End Time: 12:50 pm
- No Action

Public Session of Commission Meeting Reconvened:

XXI. ADJOURN (2:14:49-2:14:55)

Comm. Beauvais adjourned the meeting at 12:50 pm.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS


Connie Beauvais, President


Steven Burke, Secretary