



**SPECIAL COMMISSION MEETING**  
**Tuesday, March 25, 2025, at 8:00 am**  
**338 W. First St, Port Angeles, WA 98362**  
**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/>

Steve Burke, Commissioner *\*via Zoom*  
Colleen McAleer, Commissioner  
Connie Beauvais, Commissioner  
Paul Jarkiewicz, Executive Director

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

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-1:08)**

Comm. McAleer called the meeting to order at 8:00 am.

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:09-1:28)**

None.

**III. APPROVAL OF AGENDA (1:29-1:41)**

- Motion to approve the agenda as presented: Comm. Beauvais
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 2-0 (Unanimous)

**IV. WORK SESSION (1:42-22:01)**

- A. Cash & Investment Report
- Presentation: Jennifer Baker
  - Discussion
  - No Action

***\*Comm. Burke joined the meeting at 8:07 am.***

- B. February Financial Report
- Presentation: Jennifer Baker
  - Discussion
  - No Action

**V. APPROVAL OF CONSENT AGENDA (22:02-24:25)**

- A. Regular Commission Meeting Minutes – March 11, 2025
- B. Vouchers in the amount of \$896,391.87
- Discussion
  - Motion to approve the consent agenda with the changes as noted: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)

**VI. COMPLETION OF RECORDS**

No items

**VII. PLANNING AND CAPITAL PROJECTS**

No items

**VIII. LOG YARD**

No items

**IX. MARINE TRADES AND MARINE TERMINALS**

No items



**X. PROPERTY (24:26-27:24)**

- A. Item for Consideration – Atlas Tower Lease
- Presentation: Caleb McMahon
  - Discussion
  - Motion to approve the lease with Atlas Tower as presented: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)

**XI. MARINAS**

No items

**XII. AIRPORTS**

No items

**XIII. OTHER BUSINESS (27:25-33:38)**

- A. Clallam County Opportunity Fund Grant Agreement
- Presentation: Katharine Fraizer
  - Discussion
  - Motion to approve the Commission President Steven Burke to sign the agreement for the Clallam County Opportunity Funds in the amount of \$1,756,833.00: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)

**XIV. COMMISSIONER REPORTS (33:39-44:11)**

Comm. McAleer asked Executive Director Paul Jarkiewicz to give a brief overview of legislative updates for the State of Washington.

**XV. FUTURE AGENDA**

**XVI. NEXT MEETINGS (44:12-44:20)**

- A. April 8, 2025 – Regular Commission Meeting
- B. April 22, 2025 – Regular Commission Meeting
- C. May 13, 2025 – Regular Commission Meeting
- D. May 27, 2025 – Regular Commission Meeting

**XVII. UPCOMING EVENTS (44:21-44:33)**

- A. April 22-24, 2025 – AFRC Annual Meeting, Stevenson, WA
- B. April 23-25, 2025 – Olympic Logging Conference, Victoria, B.C.
- C. May 14, 2025 – Sequim Bay Yacht Club Meeting, Sequim, WA
- D. May 14-16, 2025 – WPPA Spring Meeting, Spokane, WA
- E. May 19-21, 2025 – Washington Airport Managers Association Conference, Lake Chelan
- F. May 19-21, 2025 – AAPA Leadership Summit, Milwaukee, MN
- G. June 7-8, 2025 – Maritime Festival, Port Angeles, WA
- H. June 25-27, 2025 – WPPA Finance & Administration Seminar, Walla Walla, WA

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

**XVIII. EXECUTIVE SESSION**



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

**XIX. ADJOURN (44:34-45:59)**

Comm. Burke adjourned the meeting at 8:47 am.

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

Steven Burke, President

Connie Beauvais, Secretary