



REGULAR COMMISSION MEETING
Tuesday, August 12, 2025, at 9:00 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
Colleen McAleer, Commissioner **via Zoom*
Connie Beauvais, Commissioner
Paul Jarkiewicz, Executive Director
Chris Hartman, Director of Engineering
Jennifer Baker, Director of Admin & Finance

Caleb McMahon, Dir. of Economic Development
Katharine Frazier, Grants & Govt. Affairs Manager
Martin Marchant, Marine Trades Manager
James Alton, Airport Manager
Jenna Riley, Clerk to the Board

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-1:26)

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

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:27-1:43)

None

III. APPROVAL OF AGENDA (1:44-2:25)

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

IV. WORK SESSION (25:54-25:56)

No items

V. APPROVAL OF CONSENT AGENDA (25:57-28:34)

A. Special Commission Meeting Minutes – July 31, 2025

B. Vouchers in the amount of \$932,566.51

- Discussion
- Motion to approve the consent agenda as presented: Comm. Beauvais
- 2nd: Comm. Burke
- Vote: 2-0 (Unanimous)

VI. COMPLETION OF RECORDS (28:35-30:05)

A. Monthly Delegation of Authority Report

- Presentation: Paul Jarkiewicz
- Discussion
- No Action

VII. PLANNING AND CAPITAL PROJECTS (30:06-33:15)

Chris Hartman provided an update on the Terminal 3 upgrade phases.

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 (2:26-25:53)

- A. Item for Consideration: Sale of Abandoned Vessels, Resolution 25-1326
- Presentation: Martin Marchant
 - Discussion
 - Motion to adopt Resolution No. 25-1326 directing the sale of abandoned vessels (SIKA II, CF 7348 AJ, WN 0890 JF, WN2607 GC, AK 9118 AM) as amended to include additional vessel (CF 1928 ZP): Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
- B. Item for Consideration: Port Infrastructure Development Program (PIDP) 2025, Resolution 25-1325
- Presentation: Katharine Frazier
 - Discussion
 - Motion to introduce Resolution No. 25-1325 committing matching funds and authorizing the Executive Director to apply for a Federal Maritime Administration Grant for Terminal 3 Cargo Efficiency Upgrades, as amended: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Resolution No. 25-1325 to commit matching funds and authorize the Executive Director to apply for a Federal Maritime Administration Grant for Terminal 3 Cargo Efficiency Upgrades, as amended: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
- C. Item for Consideration: Port Security Grant Program, Resolution 25-1322
- Presentation: Katharine Frazier
 - Discussion
 - Motion to introduce Resolution No. 25-1322 committing matching funds and authorizing the Executive Director to apply for a Federal Port Security Grant from the Department of Homeland Security: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration: Comm. Burke
 - 2nd: Comm. Beauvais
 - 3rd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Resolution No. 25-1322 to commit matching funds and authorize the Executive Director to apply for a Federal Port Security Grant from the Department of Homeland Security: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)



- D. Item for Consideration: FY 2025 FAA Airport Infrastructure Grant (AIG) Agreement Offer (Hangar Development Phase 2 Design), Resolution 25-1327
- Presentation: James Alton
 - Discussion
 - Motion to introduce Resolution No. 25-1327 accepting Airport Infrastructure Grant offer 3-53-0047-045-2025 from the Federal Aviation Administration for Hangar Design Phase 2 and to Execute the Contract for Design with Century West Engineering: Comm. McAleer
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration: Comm. Burke
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Resolution No. 25-1327 accepting Airport Infrastructure Grant offer 3-53-0047-045-2025 from the Federal Aviation Administration for Hangar Design Phase 2 and to Execute the Contract for Design with Century West Engineering: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
- E. Item for Consideration: Renewing Memorandum of Understanding between the Washington State Office of Minority and Women's Business Enterprises and Port of Port Angeles for the State of Washington Unified Certification Program
- Presentation: James Alton
 - Discussion
 - Approval to update the MOU: 3-0 (Unanimous)
- F. Item for Consideration: Type N Buffer Rulemaking Letter
- Discussion
 - Motion to approve the letter for the Type N Buffer Rulemaking: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)

****Comm. McAleer excused herself from the meeting at 9:22 am to attend the Washington Economic Development Association Conference (WEDA).***

- G. Item for Consideration: Atlas Tower Lease Amendment
- Presentation: Caleb McMahon
 - Discussion
 - Motion to authorize the Executive Director to sign an updated lease between the Port of Port Angeles and Atlas Tower 1, LLC: Comm. Burke
 - 2nd: Comm. Beauvais
 - Vote: 2-0 (Unanimous)

XIV. ITEMS NOT ON THE AGENDA (33:25-37:09)

- A. Auction of Vessels – Starting Bid Price
- Presentation: Martin Marchant
 - Discussion
 - Approval of the Port team to determine starting bid price: 2-0 (Unanimous)

XV. COMMISSIONER REPORTS (37:10-40:05)

Comm. Beauvais shared about attending the public hearing for the Type N Rulemaking.
Comm. Burke shared about attending the 42nd Annual Joyce Daze Festival.

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (40:06-47:24)

James Taylor, of Port Angeles, WA, spoke about attending the riparian meeting and the need for a public discussion/roundtable on the timber industry.



XVII. FUTURE AGENDA

XVIII. NEXT MEETINGS (47:25-47:41)

- A. August 26, 2025 – Regular Commission Meeting
- B. September 9, 2025 – Regular Commission Meeting
- C. September 23, 2025 – Regular Commission Meeting
- D. October 14, 2025 – Regular Commission Meeting
- E. October 28, 2025 - Regular Commission Meeting

XIX. UPCOMING EVENTS

- A. September 14-17, 2025 – NAFTAZ Conference, Kansas City, MO
- B. September 25-26, 2025 – WPPA Environmental Seminar, Union, WA
- C. October 6-8, 2025 – AAPA, Quebec City, Canada
- D. November 19-21, 2025 – WPPA Annual Meeting, Tacoma, WA
- E. November 20-22, 2025 – Pacific Marine Expo, Seattle, WA
- F. December 15-17, 2025 – International Workboat Show, New Orleans, LA

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

XX. EXECUTIVE SESSION

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

Not conducted.

XXI. ADJOURN (47:42-47:50)

Comm. Burke adjourned the meeting at 9:47 am.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Steven Burke, President

Connie Beauvais, Secretary