



**REGULAR COMMISSION MEETING**  
**Tuesday, September 9, 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  
Connie Beauvais, Commissioner  
Paul Jarkiewicz, Executive Director  
Carolyn Lake, Counsel *\*via Zoom*

Chris Hartman, Director of Engineering  
Jennifer Baker, Director of Finance & Admin  
Caleb McMahon, Director of Econ. Development  
James Alton, Airport Manager  
Jenna Riley, Clerk to the Board *\*via Zoom*

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:43)**

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

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:44-1:12)**

None.

**III. APPROVAL OF AGENDA (1:13-1:29)**

- Motion to approve the agenda as presented: Comm. McAleer
- 2<sup>nd</sup>: Comm. Beauvais
- Vote: 3-0 (Unanimous)

**IV. WORK SESSION (1:30-16:53)**

**A. Monthly Cash & Investment Report**

- Presentation: Jennifer Baker
- Discussion
- No Action

**B. 2025 Operating Projected Budget Assumptions**

- Presentation: Jennifer Baker
- Discussion
- No Action

**V. APPROVAL OF CONSENT AGENDA (16:54-22:56)**

**A. Regular Commission Meeting Minutes – September 9, 2025**

**B. Vouchers in the amount of \$718,249.62**

- Discussion
- Motion to approve the consent agenda as presented: Comm. Beauvais
- 2<sup>nd</sup>: Comm. Burke
- Vote: 3-0 (Unanimous)

**VI. COMPLETION OF RECORDS (22:57-31:28)**

**A. Monthly Delegation of Authority Report**

- Presentation: Paul Jarkiewicz
- Discussion
- No Action

**VII. PLANNING AND CAPITAL PROJECTS (31:29-48:30)**

**A. Review 2025 5-year and 20-year CIP Plan**

- Presentation: Chris Hartman
- Discussion
- No Action



## **VIII. LOG YARD**

No items

## **IX. MARINE TRADES AND MARINE TERMINALS (48:32-1:00:31)**

- A. Harbor Site Update – West Port Angeles Harbor Group Cleanup (WPHG) Consent Decree Update
- Presentation: Paul Jarkiewicz
  - Discussion
  - No Action
- B. Item for Consideration – Port Infrastructure Development Program (PIDP) Grant Application – Resolution 25-1329
- Presentation: Chris Hartman
  - Discussion
  - Motion to introduce Resolution No. 25-1329 committing matching funds and authorizing the Executive Director to apply for a Federal Maritime Administration Grant for Terminal 3 Cargo Efficiency Upgrades: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)
  - Motion to waive second consideration: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)
  - Motion to adopt Resolution No. 25-1329 committing matching funds and authorizing the Executive Director to apply for a Federal Maritime Administration Grant for Terminal 3 Cargo Efficiency Upgrades: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)

## **X. PROPERTY (1:00:32-1:08:41)**

- A. Item for Consideration – Proposed Lease – Olympic Hiking Company LLC
- Presentation: Caleb McMahon
  - Discussion
  - Motion to authorize the Executive Director to sign a term lease with Olympic Hiking Company LLC, per the terms and conditions presented: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)

## **XI. MARINAS**

No items

## **XII. AIRPORTS (1:08:42-1:18:49)**

- A. Item for Consideration – FAA Airport Improvement Program (AIP) (046) Grant Agreement Offer for Taxiway A Reconstruction/Rehabilitation (Construction) – Resolution 25-1330
- Presentation: James Alton
  - Discussion
  - Motion to introduce Resolution No. 25-1330 accepting the Airport Improvement Program (046) Grant funding from the Federal Aviation Administration for Taxiway Reconstruction / Rehabilitation (Construction): Comm. McAleer
  - 2<sup>nd</sup>: Comm. Beauvais
  - Vote: 3-0 (Unanimous)
  - Motion to waive second consideration: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)



- Motion to adopt Resolution No. 25-1330 accepting the Airport Improvement Program (046) Grant funding from the Federal Aviation Administration for Taxiway Reconstruction / Rehabilitation (Construction): Comm. Beauvais
- 2<sup>nd</sup>: Comm. McAleer
- Vote: 3-0 (Unanimous)

### **XIII. OTHER BUSINESS (1:18:50-1:22:29)**

- A. TAC Letter regarding Recission of Roadless Rule
- Presentation: Paul Jarkiewicz
  - Discussion
  - Motion to sign the presented TAC letter regarding the rescission of the Roadless Rule: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)

### **XIV. ITEMS NOT ON THE AGENDA (1:22:30-1:24:47)**

- A. Approval for travel for Comm. Burke to attend the NAFTAZ Conference in Kansas City, MO
- Presentation: Comm. Burke
  - Discussion
  - Motion to approve travel for Comm. Burke to attend the NAFTAZ Conference in Kansas City, MO: Comm. Beauvais
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 2-0 (Passed; with Comm. Burke abstaining)

### **XV. COMMISSIONER REPORTS (1:24:48-1:30:11)**

Comm. Beauvais shared that the Commissioner of Public Lands has lifted the pause on all but two sales from the \$7.9 million worth of paused sales by the Department of Natural Resources (DNR). The remaining paused sales are in the Elwa area and are to be further studied for conservation consideration.

### **XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:30:12-1:32:49)**

Commissioner Colleen McAleer, Executive Director of the Clallam County Economic Development Council (EDC), of Sequim WA, spoke about contracting with a forest expert, Oscar Fierro.

### **XVII. FUTURE AGENDA**

### **XVIII. NEXT MEETINGS (1:32:50-1:33:00)**

- A. September 23, 2025 – Regular Commission Meeting
- B. October 14, 2025 – Regular Commission Meeting
- C. October 28, 2025 - Regular Commission Meeting
- D. November 11, 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



**Recessed Regular Meeting: 10:34 am**

**XX. EXECUTIVE SESSION**

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

- Comm. Burke recessed the meeting to convene an executive session with an anticipated length of 90 minutes. Following the executive session, the Commission may take action.
- Discussion:  
Seven (7) items concerning legal or financial risk. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i)  
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)
- Recess: 1 minute
- Start Time: 10:35 am
- Extended: 35 minutes
- End Time: 12:17 pm

Public Session of Commission Meeting Reconvened: 12:17 pm

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

**Regular Meeting Resumed: 12:17 pm**

**XXI. ADJOURN (1:35:38-1:35:49)**

Comm. Burke adjourned the meeting at 12:17 pm.

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

  
Steven Burke, President

  
Connie Beauvais, Secretary