PORT
of Port Angeles
Serving Clallam County Since 1923

REGULAR COMMISSION MEETING
Tuesday, October 28, 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
Chris Hartman, Director of Engineering
Jennifer Baker, Director of Finance & Admin
Caleb McMahon, Director of Econ. Dev *via Zoom
Jesse Waknitz, Sr., Environmental Manager
Katharine Frazier, Grants & Govt Affairs Manager
Jenna Riley, Clerk to the Board
Amanda Saiz, Business Support Specialist

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) (0:44-04:51)

Lisa Cornelson of Port Angeles, WA, spoke about financial records on the Port website and Port purchases.

III. APPROVAL OF AGENDA (04:52-05:21)

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

IV. WORK SESSION (05:22-1:20:52)

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

B. Present Preliminary 2026 Budget & Tax Levy
- Presentation: Jennifer Baker
- Discussion
- No Action

C. Item for Consideration – Recompete Memorandum of Understanding
- Presentation: Katharine Frazier
- Discussion
- Motion to authorize the Executive Director to sign the Recompete Memorandum of Understanding, which would include an attachment of the Port's EDA scope of work, as presented: Comm. Burke
- 2nd: Comm. Beauvais
- Vote: 2-0 (Comm. McAleer abstained from the vote)

V. APPROVAL OF CONSENT AGENDA (1:20:53-1:25:44)

A. Regular Commission Meeting Minutes – October 14, 2025

B. Vouchers in the amount of $626,405.02
- Discussion
- Motion to approve the consent agenda as presented: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)

VI. COMPLETION OF RECORDS (1:25:45-1:42:53)

A. 3rd Quarter Operations 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 (1:42:54-1:56:35)

A. Item for Consideration – Multi-User Marine Trades Building – Governor's Capital Budget Request

- Presentation: Katharine Frazier
- Discussion
- Motion to sign the Governor's Capital Budget Request letter and authorize the Executive Director to sign the request letter and direct staff to submit application materials to the Governor's Office, as presented: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)

X. PROPERTY

No items

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS (1:56:36-2:02:50)

A. County Hazard Mitigation Plan, Resolution 25-1331

- Presentation: Jesse Waknitz
- Discussion
- Motion to introduce Resolution No. 25-1331 adopting the Multi-Jurisdictional Hazard Mitigation Plan Update (2024) and the Port of Port Angeles' Annexed Hazard Mitigation Plan: 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. 25-1331 adopting the Multi-Jurisdictional Hazard Mitigation Plan Update (2024) and the Port of Port Angeles' Annexed Hazard Mitigation Plan: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)

XIV. ITEMS NOT ON THE AGENDA (2:02:51-2:03:00)

No items

XV. COMMISSIONER REPORTS (2:03:01-2:04:20)

A. National Association of Foreign-Trade Zones (NAFTZ) Conference Brief – Comm. Burke announced this would be postponed until next meeting.

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (2:04:21-2:09:01)

James Taylor of Port Angeles, WA, spoke on the importance of Ebb Carbon to the community and the upcoming move due to the project slated for next year.

Lisa Cornelson of Port Angeles, WA, spoke about the current conditions of the green building in the boat yard and requested a list of other companies that showed support for the multi-user building in the boat yard.

XVII. FUTURE AGENDA (2:09:02-2:10:16)

XVIII. NEXT MEETINGS

A. November 11, 2025 - Regular Commission Meeting – **CANCELLED**

B. November 12, 2025 – Special Commission Meeting

C. November 17, 2025 – Special Commission Meeting

D. November 25, 2025 – Regular Commission Meeting – **CANCELLED**

E. December 9, 2025 - Regular Commission Meeting

F. December 23, 2025 - Regular Commission Meeting – **CANCELLED**

XIX. UPCOMING EVENTS

A. November 18, 2025 – Marine Hwy 5 Roundtable, Tacoma, WA

B. November 19-21, 2025 – WPPA Annual Meeting, Tacoma, WA

C. November 20-22, 2025 – Pacific Marine Expo, Seattle, WA

D. December 3-5 – International Workboat Show, New Orleans, LA

XX. EXECUTIVE SESSION (2:10:17-2:11:59)

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 60 minutes. Following the executive session, the Commission may take action.
- Discussion:
  - 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)
  - Two (2) items concerning legal or financial risk. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(i)
- Recessed Regular Meeting at 11:10 am for 0 minutes
- Start Time: 11:10 am
- Extended: 60 minutes
- End Time: 1:02 pm

Public Session of Commission Meeting Reconvened: 1:02 pm
Commissioner Burke noted that no action will be taken as a result of the executive session.

Regular Meeting Resumed: 1:02 pm

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XXI. ADJOURN (2:12:00-2:12:04)

Comm. Burke adjourned the meeting at 1:02 pm.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Steven D Burke

Steven Burke, President

Connie Beauvais

Connie Beauvais, Secretary