



REGULAR COMMISSION MEETING
Tuesday, February 10, 2026, 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/>

Connie Beauvais, Commissioner
Steve Burke, Commissioner
Colleen McAleer, Commissioner
Paul Jarkiewicz, Chief Executive Officer
Chris Hartman, Chief Operating Officer
Jennifer Baker, Director of Finance & Admin
Caleb McMahon, Director of Econ & Dev.
Katharine Frazier, Grants & Gov Affairs Mgr

Martin Marchant, Marine Trades Manager
Jenna Riley, Clerk of the Board
Amanda Saiz, Business Support Specialist
Brian Porter, PND Engineers *via Zoom
Beth Batchelder, MAKERS *via Zoom
Brian Winningham, BST Associates *via Zoom
Paul Sorensen, BST Associates *via Zoom

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:49)

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

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:50-3:38)

James Taylor of Port Angeles, WA, spoke regarding the recent Revenue Advisory Council meeting, and emphasized the need to inform the community about the importance of wood products.

III. APPROVAL OF AGENDA (3:39-3:50)

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

IV. WORK SESSION (50:59-2:23:50)

A. Monthly Cash & Investment Report

- Presentation: Jennifer Baker
- Discussion
- No Action

B. Annual Bad Debt Report

- Presentation: Jennifer Baker
- Discussion
- Motion to approve the removal of \$80,573.83 from Port records with the understanding that the team will continue with collection efforts: Comm. McAleer
*Finance team to determine whether bad debt associated with 720 Marine Drive can be removed and considered to be "sunk cost".
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)

C. Delegation of Authority Review & Discussion

- Presentation: Paul Jarkiewicz, Carolyn Lake, and Jenna Riley
- Discussion
- No Action. Discussion to continue at the next meeting, beginning at Section VIII.

D. Washington Public Ports Association Maritime Industrial Base Coalition Memorandum of Understanding Discussion.

- Presentation: Paul Jarkiewicz
- Discussion
- Motion to authorize the Chief Executive Officer to execute the 2026-2027 Memorandum of Understanding for Maritime Industrial Base Coalition: Comm. McAleer.
- 2nd: Comm. Burke
- Comm. Beauvais requested the documents be added to the agenda for the Public



- Vote: 3-0 (unanimous)

V. APPROVAL OF CONSENT AGENDA (2:23:51-2:25:54)

A. Regular Commission Meeting Minutes – January 27, 2026

B. Vouchers in the amount of \$800,448.47

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

VI. COMPLETION OF RECORDS (2:25:55-2:42:07)

A. 4th Quarter Operations Report-Continued

- Presentation: Paul Jarkiewicz
- Discussion
- No Action

B. Monthly Delegation of Authority

- Presentation: Paul Jarkiewicz
- Discussion
- No Action

VII. PLANNING AND CAPITAL PROJECTS (2:42:08-2:46:09)

A. Item for Consideration – Marine Trades Center Phase 2 Development Contract Acceptance

- Presentation: Chris Hartman
- Discussion
- Motion to accept the project as complete with Interwest Construction, Inc. in the Final Amount of Eight Million Eight Hundred Two Thousand Three Hundred Thirty-Seven Dollars and Sixty-Two Cents (\$8,802,337.62), including Washington State Sales Tax: Comm. McAleer
- 2nd: Comm Burke
- Vote: 3-0 (Unanimous)
- Comm. Beauvais noted the Commission's acceptance of the project as complete will start a 45-day waiting period before the Port can release ICI's performance and payment bonds

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY (2:46:10-2:48:12)

A. Item for Consideration – Marine Spill Response Corporation (MSRC) Tumwater Truck Route, Land Lease

- Presentation: Caleb McMahon
- Discussion
- Motion to authorize the Chief Executive Officer to sign a lease with Marine Spill Response Corporation, per the terms and conditions presented: Comm. Burke
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)



XI. MARINAS (3:51-50:58)

West Port Angeles Boat Haven Master Plan Briefing – Virtual Presentation by PND Engineers, BST Associates, MAKERS

- Presentation: Jenna Riley, PND Engineers, BST Associates, MAKERS
- Discussion
- PND Engineers to submit a final report

XII. AIRPORTS (2:48:13-2:57:31)

Item for Consideration – FAA/City of Port Angeles Easement

- Presentation: Caleb McMahon
- Discussion
- Motion to authorize the Chief Executive Officer to sign the Utility Easement & Subordination Agreement, per the terms and conditions presented: Comm. Burke
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)

XIII. OTHER BUSINESS (2:57:32-3:06:29)

A. Item for Consideration – Sponsorship of the 2026 Olympic Logging Conference

- Presentation: Katharine Frazier
- Discussion
- Motion to authorize the Chief Executive Officer to provide sponsorship for the Olympic Logging Conference in the amount of \$1,800.00: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)

B. Item for Discussion – Community Boating Program Application to the Community Partner Program

- Presentation: Katharine Frazier
- Discussion
- No Action - Consideration tabled until March 10, 2026, Commission Meeting, where the Community Boating Program will provide a presentation

XIV. ITEMS NOT ON THE AGENDA (3:06:30-3:08:45)

Jennifer Baker followed up on the amount of bad debt removed from our records in 2025.

Jennifer Baker followed up with the Commission on the amount of the Port's utility charges that are rebilled to tenants.

XV. COMMISSIONER REPORTS (3:08:46-3:15:20)

The Commission spoke about attending the 2026 Washington Public Ports Association "Port Day" in Olympia

Commissioner McAleer spoke on attending the Clallam Economic Alliance Day on behalf of the Port as well as the Legislative Dinner with Chief Executive Officer Paul Jarkiewicz

Commissioner Beauvais spoke on attending the Board of Natural Resources meeting and emphasized the importance of the DNR timber dollars to our taxing district to the new members

Commissioner Beauvais also spoke of attending the recent Revenue Advisory Council meeting

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (3:15:21-3:15:33)

None



XVII. FUTURE AGENDA (3:15:34-3:16:21)

XVIII. NEXT MEETINGS

- A. February 24, 2026 – Regular Commission Meeting
- B. March 10, 2026 – Regular Commission Meeting
- C. March 24, 2026 – Regular Commission Meeting

XIX. UPCOMING EVENTS

- A. February 21-22, 2026 – Northwest Aviation Conference, Puyallup, WA
- B. March 4-6, 2026 – American Association of Port Authorities (AAPA) Legislative Summit, Washington, DC
- C. April 7-9, 2026 – American Forest Resource Council (AFRC) Annual Meeting, Stevenson – Skamania Lodge, WA

XX. EXECUTIVE SESSION (3:17:23-3:19:42)

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

- Comm. Beauvais recessed the meeting to convene executive session with an anticipated length of 60 minutes. Following the executive session, the Commission is not expected to take action.
- Discussion:
 - Two (2) items legal allowed pursuant to RCW 42.30.110 (1) (c), "To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in meeting open to the public."
 - One (1) item legally allowed pursuant to RCW 42.30.110 (1) (i), "To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in adverse legal or financial consequences to the agency."
- Recessed Regular Meeting at 12:19 am for 1 minute
- Start Time: 12:20 pm
- Extended: 19 minutes
- End Time: 1:39 pm

Public Session of Commission Meeting Reconvened: 1:39 pm

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

XXI. ADJOURN (3:19:43-3:19:45)

Comm. Beauvais adjourned the meeting at 1:39 pm

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS


Connie Beauvais, President


Colleen McAleer, Secretary