



REGULAR COMMISSION MEETING
Tuesday, April 28, 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.
Scott Hough, Senior Operations Manager
Katharine Frazier, Grants & Gov't Affairs Manager
Zach Holsted, Capital Program Manager
Marty Marchant, Marine Trades Manager
Jenna Riley, Clerk to the Board

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

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

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:01-1:34)

None

III. APPROVAL OF AGENDA (1:35-1:41)

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

IV. WORK SESSION (1:42-7:31)

A. March Financial Report

- Presentation By: Jennifer Baker
- Discussion
- No Action

V. APPROVAL OF CONSENT AGENDA (7:32-8:47)

A. Regular Commission Meeting Minutes – April 14, 2026

B. Vouchers in the amount of \$521,483.61

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

VI. COMPLETION OF RECORDS (8:48-30:02) (42:38-53:44)

A. 1st Quarter Operations Report

- Presentation By: Paul Jarkiewicz, Marty Marchant, Caleb McMahon, & Scott Hough
- Discussion
- Action: Comm. Beauvais requested the Marine Trades Manager, Marty Marchant place signage for permit parking on the jetty
- Paused at 9:30 am for the time-specific presentation and resumed at 9:43 am



VII. EARLY EXECUTIVE SESSION (53:45-54:25)

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 an executive session with an anticipated length of 30 minutes. Following the executive session, the Commission may take action.
- Discussion:
 - Two (2) item 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 9:54 am for 1 minute
- Start Time: 9:55 am
- Estimated End Time: 10:25 am
- End Time: 10:28 am

Public Session of Commission Meeting Reconvened: 10:28 am

VIII. PLANNING AND CAPITAL PROJECTS (54:26-1:02:44)

- A. Item for Consideration – Amendment to the Interlocal Agreement Between the City of Bremerton & The Port for the Sale and Purchase of a Surplus Emergency Fire and Rescue Boat
- Presentation By: Scott Hough
 - Discussion
 - Motion to authorize the Chief Executive Officer to execute the Amendment to the Interlocal Agreement for the sale and purchase of a surplus emergency fire and rescue boat and to make any necessary minor modifications: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)
- B. Item for Consideration – Composites Manufacturing Building Design – Professional Services Agreement for Carletti Architects
- Presentation By: Zach Holsted
 - Discussion
 - Motion to authorize the Chief Executive Officer to execute a Professional Service Agreement with Carletti Architects for the Composites Manufacturing Building Design – Phase 1 in the amount of One Hundred Ninety-Two Thousand One Hundred Fifty Dollars and No Cents (\$192,150.00) plus applicable Washington State Sales Tax, and to make minor modifications that might be necessary: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)

IX. LOG YARD

No items

X. MARINE TRADES AND MARINE TERMINALS (1:02:45-1:13:21)

- A. Item for Consideration – Professional Services Agreement Amendment for Moffatt & Nichol – Terminal 1 Heavy Weather Mooring
- Presentation By: Scott Hough
 - Discussion
 - Motion to authorize the Chief Executive Officer to execute Amendment 1 to the Agreement with Moffatt & Nichol in an amount not to exceed Seventy-Eight Thousand Four Hundred Eighty-Two Dollars and Zero Cents (\$78,482.00). Execution of this amendment will set the total contract amount at Ninety-Three Thousand Two Hundred Eighty-Seven Dollars and Zero Cents (\$93,287.00): Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)



XI. PROPERTY (1:13:22-1:35:24)

- A. Item for Consideration – Fire Chief Equipment Term Lease
- Presentation By: Caleb McMahon
 - Discussion
 - Motion to authorize the Chief Executive Officer to sign a lease with Fire Chief Equipment Co., Inc., per the terms and conditions presented, and to make any minor amendments as might be necessary: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
- B. Item for Consideration – FAA Equipment 10 yr. Lease at FIA
- Presentation By: Caleb McMahon
 - Discussion
 - Motion to authorize the Chief Executive Officer to sign a lease with the Federal Aviation Administration, per the terms and conditions presented, and to make any necessary minor amendments: Comm. McAleer
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)
- C. Item for Consideration – Olympic Peninsula Seafood Term Lease
- Presentation By: Caleb McMahon
 - Discussion
 - Motion to authorize the Chief Executive Officer to sign a Term Lease with Olympic Peninsula Seafood, LLC, Inc., per the terms and conditions presented, and to make minor modifications that may be necessary: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)
- D. Item for Consideration – Lee Shore Boats Property Purchase
- Presentation By: Caleb McMahon
 - Discussion
 - Motion to approve the execution of a purchase of the new Short Plat Parcel 1 of the Schneider property containing 2.15 acres for \$650,000 plus title and escrow fees, and a rent-back agreement expected at \$2,391 per month and also execute a Right of First Refusal agreement, to purchase the remaining 2.90 acres in the future: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)

XII. MARINAS

No items

XIII. AIRPORTS (1:35:25-2:01:01)

- A. Item for Consideration – Small Community Air Service Development Program (SCASDP) Grant Application, Resolution 26-1341
- Presentation By: Katharine Frazier
 - Discussion
 - Motion to Introduce Res 26-1341 authorizing the Chief Executive Officer to receive and sign the grant agreement should the Port be awarded SCASDP funding, and to make minor changes to either document as may be required or needed: Comm. McAleer
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration for Res 26-1341: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Res 26-1341: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)



- B. Item for Consideration – FAA Airport Improvement Program (AIP) (047) Grant Application for Hangar Development Project (Construction), Resolution 26-1340
- Presentation By: James Alton
 - Discussion: Yes OR No
 - Motion to Introduce Res 26-1340 authorizing the Chief Executive Officer to sign and submit the corresponding FAA AIP grant application for Nine Hundred Forty Two Thousand Five Hundred Eighty One dollars and Zero cents (\$942,581.00) in Airport Infrastructure Grant funding for the Hangar Development – Phase 3 Construction project, and to make any minor changes as may be needed: Comm. McAleer
 - 2nd: Comm. Beauvais
 - Vote: 3-0 (Unanimous)
 - Motion to waive second consideration for Res 26-1340: Comm. Beauvais
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - Motion to adopt Res 26-1340: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)
 - Motion to approve the Chief Executive Officer to execute a contract for construction management with Century West Engineering for Three Hundred Twenty-One Thousand, Nine Hundred Seventy-Three Dollars and Seventy-Five Cents (\$321,973.75) to proceed with the Hangar Development Phase 3 Construction, and to make any minor changes to the standard form of contract as may be needed: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)
- C. Item for Consideration – Hangar Development Bid Award
- Presentation By: Zach Holsted
 - Discussion
 - Motion to authorize the Chief Executive Officer to execute a public works contract with Pacific General Builders LLC for the William R. Fairchild International Airport – Hangar E project for a total amount not to exceed Two Million Nine Hundred Forty-Two Thousand Six Hundred Dollars and No Cents (\$2,942,600) plus applicable Washington State Sales Tax, and to make minor modifications as may be necessary: Comm. Burke
 - 2nd: Comm. McAleer
 - Vote: 3-0 (Unanimous)
 - It was noted that the authorization includes the 5% budget for potential change orders. The executed contract amount shall remain at \$2,942,600.

XIV. OTHER BUSINESS (30:03-42:37 – ITEM A) (2:01:02-2:07:28 – ITEM B)

- A. Community Boating Program Community Partner Program (CPP) Presentation (Time Specific – 9:30 am)
- By: Erika Hansen-Dahlin
- Presentation By: Erika Hansen-Dahlin
 - Discussion
 - Motion to approve \$7,500 for the Coach Boat Safety and Reliability Repair Project out of the Community Partner Program Grant 2026 funding cycle: Comm. McAleer
 - 2nd: Comm. Burke
 - Amended Motion: Motion to approve \$7,500 for the Coach Boat Safety and Reliability Repair Project out of the Community Partner Program Grant 2026 funding cycle and up to \$2,500 in in-kind services: Comm. McAleer
 - 2nd: Comm. Burke
 - Vote: 3-0 (Unanimous)



B. Item for Consideration – Surplus of Equipment, Res 26-1342

- Presentation By: Katharine Frazier
- Discussion: Yes OR No
- Motion to introduce Res 26-1342 A Resolution of The Port Of Port Angeles Commission, Port Angeles, Washington, Pursuant To RCW 53.08.090 Declaring Certain Real Property Surplus To Its Needs And To Authorize The Sale Of Surplus Equipment: Comm. McAleer
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)
- Motion to waive second consideration for Res 26-1342: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)
- Motion to adopt Res 26-1342: Comm. McAleer
- 2nd: Comm. Burke
- Vote: 3-0 (Unanimous)

XV. ITEMS NOT ON THE AGENDA (2:07:29-2:07:31)

No items

XVI. COMMISSIONER REPORTS (2:07:32-2:09:40)

Comm. Beauvais spoke on attending the Olympic Logging Conference. She noted they had the largest number of attendees that they have ever had. It was encouraging to see a large number of young individuals in the industry in attendance.

Comm. McAleer also spoke on attending the Olympic Logging Conference. She noted the presentation by Brendan Kelley with Mason, Bruce & Girard on the housing market and how it affects forest products sales.

XVII. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (2:09:41-2:09:53)

None

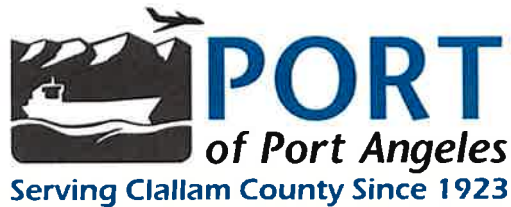
XVIII. FUTURE AGENDA (2:09:54-2:11:07)

XIX. NEXT MEETINGS

- A. May 12, 2026 – Regular Commission Meeting
- B. May 26, 2026 – Regular Commission Meeting
- C. June 9, 2026 – Regular Commission Meeting
- D. June 23, 2026 – Regular Commission Meeting

XX. UPCOMING EVENTS

- A. May 19-21, 2026 – WPPA Spring Meeting – Stevenson, Skamania Lodge
- B. May 18-20, 2026 – Washington Airport Managers Association Conference, Walla Walla
- C. June 6, 2026 – Maritime Festival, Port Angeles
- D. June 24-26, 2026 – WPPA Finance Seminar, Everett, Hotel Indigo



XXI. EXECUTIVE SESSION (2:11:08-2:13:06)

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 an executive session with an anticipated length of 60 minutes. Following the executive session, the Commission may take action.
- Discussion:
 - Two (2) items concerning real estate sale, purchase, or lease. Discussing such matters in executive session is appropriate pursuant to RCW 42.30.110(1)(c)
 - One (1) item 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 11:44 am for 6 minutes
- Start Time: 11:50 am
- Estimated End Time: 12:50 pm
- Extended: 25 minutes
- End Time: 1:17 pm

Public Session of Commission Meeting Reconvened: 1:17 pm

Comm. Beauvais noted that no action will be taken on any agenda items as a result of the executive session; however, it will be taken on an additional item.

XXII. ITEMS NOT ON THE AGENDA (2:13:07-2:20:39)

Comm. Beauvais asked for the resignation of Steve Burke as Port Commissioner due to the ongoing issue at the Shore Aquatic Center.

Comm. McAleer noted it is in the best interest of the Port in order to preserve public trust.

Comm. Burke declined to resign from his position as Port Commissioner.

Due to Comm. Burke declining to resign from his position as Port Commissioner, Comm. Beauvais introduced Res 26-1343, a Resolution of the Port of Port Angeles Commission, Port Angeles, Washington, Censuring Commissioner Steven D. Burke. Comm. Beauvais read the resolution in its entirety for the record.

2nd: Comm. McAleer

Vote: 2-0 (Comm. Burke Opposed)

Comm. Beauvais recommended a Special Commission Meeting to give the public time to respond to the resolution, to be held on Friday, May 1st at 1:00 pm.

XXIII. ADJOURN (2:20:40-2:20:47)

Comm. Beauvais adjourned the meeting at 1:25 pm

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS



Connie Beauvais, President



Colleen McAleer, Secretary