PORT of Port Angeles
Serving Clallam County Since 1923

REGULAR COMMISSION MEETING
Tuesday, August 25, 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
Colleen McAleer, Commissioner
Kelly Kidwell, Commissioner
Paul Jarkiewicz, Chief Executive Officer
Chris Hartman, Chief Operating Officer
Jennifer Baker, Chief Finance & Admin.Officer *via Zoom
Caleb McMahon, Chief Commercial Officer
Katharine Frazier, Grants & Gov't Affairs Manager
Zach Holsted, Capital Program Manager
Jenna Riley, Procurement Manager / Clerk to the Board

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

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

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:44-1:13)

None

III. APPROVAL OF AGENDA (1:14-1:29)

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

IV. WORK SESSION (1:30-20:46)

A. July Financial Report
- Presentation By: Jennifer Baker
- Discussion
- Action: Comm. McAleer requested to see what was budgeted vs. re-forecast

B. 2027 Budget Calendar Review
- Presentation By: Chris Hartman
- Discussion
- Action: Comm. Beauvais requested the dates be added to the future agenda

V. APPROVAL OF CONSENT AGENDA (20:47-20:35)

A. Regular Commission Meeting Minutes – August 11, 2026

B. Vouchers in the amount of $1,418,486.21
- Discussion
- Motion to approve the consent agenda as presented: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 3-0 (Unanimous)

VI. COMPLETION OF RECORDS

No items

VII. PLANNING AND CAPITAL PROJECTS (20:36-34:44)

A. Item for Consideration – Composites Manufacturing Building Design – Professional Services Amendment 01 for Carletti Architects
- Presentation By: Zach Holsted
- Discussion
- Motion to authorize the Chief Executive Officer to execute Amendment 01 of the Professional Services Agreement for Carletti Architects for the Composites Manufacturing Building Design Phase for an amount not to exceed $598,600.00 and to make any minor modifications that may be necessary: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 3-0 (Unanimous)

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VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY (34:45-45:41)

A. Item for Consideration – New Lease – Kendrick (Nick Ross)

- Presentation By: Caleb McMahon
- Discussion
- Motion to authorize the Chief Executive Officer to sign the lease with Kendrick Ross for the terms and conditions presented: Comm. McAleer
- 2nd: Comm. Kidwell
- Vote: 3-0 (Unanimous)

XI. MARINAS

No items

XII. AIRPORTS

No items

XIII. OTHER BUSINESS (45:42-59:01)

A. U.S. Marine Highway Program Letter of Endorsement – Osprey Logistics

- Presentation By: Katharine Frazier
- Discussion
- Motion to sign the Maritime Administration, U.S. Department of Transportation letter of endorsement in support of Osprey Logistics, LLC FY2026 United States Marine Highway Program Grant Application: Comm. McAleer
- 2nd: Comm. Kidwell
- Vote: 3-0 (Unanimous)

B. Re-Appointment of Bill Hermann as Port Representative for the Opportunity Fund Board

- Presentation By: Jenna Riley
- Discussion
- Motion to re-appoint Bill Hermann as the Port Representative for the Clallam County Opportunity Fund Board: Comm. Beauvais
- 2nd: Comm. Kidwell
- Vote: 3-0 (Unanimous)

XIV. ITEMS NOT ON THE AGENDA

No items

XV. COMMISSIONER REPORTS

No items

XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (59:02-59:29)

None

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XVII. FUTURE AGENDA (59:30-1:02:33)

XVIII. NEXT MEETINGS

A. September 8, 2026 – Regular Commission Meeting (*Comm. McAleer will be attending via Zoom*)

B. September 22, 2026 – Regular Commission Meeting

C. October 13, 2026 – Regular Commission Meeting

D. October 26, 2026 – Special Joint Meeting with Board of County Commissioners & The Clallam County Public Utility District (Hosted at the BOCC)

E. October 27, 2026 – Regular Commission Meeting

XIX. UPCOMING EVENTS

A. August 27, 2026 – Port Angeles Richard Anderson Building Tour Facilitated by GSA (Port Angeles, WA)
It was noted there would be a quorum attending the building tour and no action will be taken

B. September 28-30, 2026 – American Association of Port Authorities (AAPA) Annual Conf. (New Orleans, LA)

C. October 13-15, 2026 – Pacific Northwest Waterways Assoc. (PNWA) Annual Meeting (Vancouver, WA)

D. October 18-21, 2026 – NAFTZ Annual Conference & Exposition (San Diego, CA)

E. October 22-23, 2026 – WPPA Small Ports (Chelan, WA)

XX. EXECUTIVE SESSION (1:02:34-1:04:26)

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 120 minutes. Following the executive session, the Commission is not expected to take action.
- Discussion:
  - Five (5) 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 10:02 am
- Start Time: 10:07 am
- Estimated End Time: 12:07 pm
- Extended: 28 minutes
- End Time: 12:33 pm

Public Session of Commission Meeting Reconvened: 12:33 pm

Comm. Beauvais noted that no action will be taken on any agenda items as a result of the executive session.

XXI. ADJOURN (1:04:27-1:04:33)

Comm. Beauvais adjourned the meeting at 12:33 pm.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Connie Beauvais, President

Kelly Kidwell, Secretary