PORT of Port Angeles
Serving Clallam County Since 1923

REGULAR COMMISSION MEETING
Tuesday, October 27, 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 ***Excused Absence***
Paul Jarkiewicz, Chief Executive Officer
Chris Hartman, Chief Operating Officer
Caleb McMahon, Chief Commercial Officer
Sarah Kuh, Management Accountant
Zach Holsted, Capital Program Manager
Katharine Frazier, Grants & Gov't Affairs Manager
Scott Hough, Senior Operations Manager
Jenna Riley, Procurement Manager / Clerk to the Board

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:45)

**Comm. Kidwell Excused Absence*

Comm. Beauvais called the meeting to order at 9:02 am.
Comm. Beauvais noted that the Commission acknowledged Comm. Kidwell was not present due to an excused absence.

II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:46-11:37)

Robbie Mantooth of Port Angeles spoke on the Friends of Ennis Creek and Protect the Peninsula regarding the Rayonier cleanup site and the use of barges. Ms. Mantooth requested a letter of support and asked staff to gather information to support the cause.

III. APPROVAL OF AGENDA (11:38-11:48)

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

IV. WORK SESSION (11:49-1:08:39)

A. September Financial Report
- Presentation By: Sarah Kuh
- Discussion
- No Action

B. Present Preliminary 2027 Budget & Tax Levy
- Presentation By: Paul Jarkiewicz
- Discussion
- Action: Comm. McAleer requested a notes section for the assumptions

V. APPROVAL OF CONSENT AGENDA (1:08:40-1:10:44)

A. Regular Commission Meeting Minutes – October 13, 2026

B. Vouchers in the amount of $2,030,902.54
- Discussion
- Motion to approve the consent agenda as presented: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 2-0 (Unanimous)

VI. COMPLETION OF RECORDS (1:10:45-1:25-48)

A. 3rd Quarter Operations Report
- Presentation By: Paul Jarkiewicz, Scott Hough, and Caleb McMahon
- Discussion
- No Action

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VII. PLANNING AND CAPITAL PROJECTS (1:25:49-1:58:36)

A. 2027 Draft Final Capital Budget

- Presentation By: Zach Holsted
- Discussion
- Action: Additional edits to be made as discussed

B. Item for Consideration – Port Angeles Composite (PAC) Project Pre-Engineered Metal Building Purchase Order for CHG Building Systems, Inc.

- Presentation By: Zach Holsted
- Discussion
- Motion to delegate authority to the Chief Executive Officer to execute a Purchase Order with CHG Building Systems, Inc. for the PAC – Pre-Engineered Metal Building in the amount of Two Million One Hundred Sixty-One Thousand Seven Hundred Seventy Dollars and No Cents ($2,161,770) plus applicable Washington State Sales Tax, expressly conditioned upon the Port and Port Angeles Composites entering into a binding Memorandum of Agreement regarding Cost Recovery in a form acceptable to the CEO and Port General Legal Counsel: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 2-0 (Unanimous)

C. Item for Consideration – Nelson Worldwide Professional Services Agreement Amendment 02

- Presentation By: Jenna Riley
- Discussion
- Motion to authorize the Chief Executive Officer to execute Amendment 02 of the Professional Services Agreement with Nelson Worldwide Architects for the "Port Angeles Boat Yard Multi-User Building Design" project for an amount not to exceed One Hundred Four Thousand One Hundred Four Dollars and Zero Cents ($104,104.00) and to make minor modifications that might be necessary. The execution of this amendment will set the total contract amount at Five Hundred Forty-Six Thousand Eight Hundred Fifty-Four Dollars and Zero Cents ($546,854.00): Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 2-0 (Unanimous)

VIII. LOG YARD

No items

IX. MARINE TRADES AND MARINE TERMINALS

No items

X. PROPERTY

No items

XI. MARINAS

No items

XII. AIRPORTS

No items

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XIII. OTHER BUSINESS (1:58:37-2:23:06)

A. Item for Consideration – Community Aviation Revitalization Board (CARB) Loan Application for Port Angeles Composite (PAC) Project

- Presentation By: Katharine Frazier
- Discussion
- Motion to Authorize the Chief Executive Officer to apply for $1.2 million in CARB loan funding for the PAC project, and to make minor modifications to the application as might be necessary: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 2-0 (Unanimous)

B. Item for Consideration – Community Economic Revitalization Board (CERB) Committed Private Partner (CPP) Program Application for Port Angeles Composite (PAC) Project and Resolution 26-1352

- Presentation By: Katharine Frazier
- Discussion
- Motion to introduce Resolution 26-1352, a Resolution of the Port of Port Angeles, Washington, authorizing submission of an application for a community economic revitalization board loan/grant in the amount of $5,000,000 to fund building improvements for an existing tenant, Port Angeles Composite: Comm. McAleer
- 2nd: Comm. Beauvais
- Vote: 2-0 (Unanimous)
- This will be placed on the next agenda for second consideration

C. Item for Discussion – US-101 Simdars Interchange Project

- Presentation By: Chris Hartman
- Discussion
- No Action – Paul Jarkiewicz will report back to the City of Sequim that the Port will join them

D. Item for Consideration – Res 26-1353 Revising Investment Policy

- Presentation By: Paul Jarkiewicz
- Discussion
- Motion to introduce Resolution 26-1353, a Resolution of the Port of Port Angeles revising the Port of Port Angeles Investment Policy: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 2-0 (Unanimous)
- This will be placed on the next agenda for second consideration

E. Item for Consideration – Res 26-1354 Revising Capital Improvement Policy

- Presentation By: Paul Jarkiewicz
- Discussion
- Motion to introduce Resolution 26-1354, a Resolution of the Port of Port Angeles revising the guidelines for Capital Improvement Policies: Comm. Beauvais
- 2nd: Comm. McAleer
- Vote: 2-0 (Unanimous)
- This will be placed on the next agenda for second consideration

XIV. ITEMS NOT ON THE AGENDA (2:23:07-2:23:10)

No items

XV. COMMISSIONER REPORTS (2:23:11-2:33:40)

Comm. McAleer spoke on Caleb McMahon attending the City of Port Angeles Planning Commission Meeting on the evening of October 27, 2026, to speak about the City's proposed draft code changes. Recommended providing input to the City of Port Angeles regarding conditional use permits and what would be a viable process for them to put forward for new economic opportunities.

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XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (2:33:41-2:34:01)

None

XVII. FUTURE AGENDA (2:34:02-2:35:34)

XVIII. NEXT MEETINGS

A. November 10, 2026 – Regular Commission Meeting
[Open Public Hearing on 2027 Budget and Tax Levy]

B. November 17, 2026 – Special Commission Meeting (**Comm. Kidwell Excused Absence*)
[Close Public Hearing & Adopt 2027 Budget and Tax Levy]

C. November 24, 2026 – Regular Commission Meeting – **MEETING CANCELED**

D. December 8, 2026 – Regular Commission Meeting

E. December 22, 2026 – Regular Commission Meeting

XIX. UPCOMING EVENTS

A. November 19-21, 2026 – Pacific Marine Expo (Seattle, WA)

B. December 2-4, 2026 – International Workboat Show (New Orleans, LA)

C. December 9-11, 2026 – Washington Public Ports Association (WPPA) Annual Meeting (Vancouver, WA – Hilton Vancouver)

XX. EXECUTIVE SESSION (2:35:35-2:36:28)

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 45 minutes. Following the executive session, the Commission may take action as a result of the executive session.
- Discussion:
  - Four (4) 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 11:38 a.m.
- Start Time: 11:40 a.m.
- Estimated End Time: 12:25 p.m.
- End Time: 12:26 p.m.

Public Session of Commission Meeting Reconvened: 12:26 p.m.

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

XXI. ADJOURN (2:36:29-2:36:32)

Comm. Beauvais adjourned the meeting at 12:26 p.m.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Connie Beauvais, President

Colleen McAleer, Vice President