



Commission Meeting Minutes

Monday, July 27, 2020

Commission President Joe Downing called the Commission meeting of June 27, 2020 to order at 5:30 p.m. This meeting was held remotely via conference call.

Attending remotely: Commissioner Joe Downing, Commissioner E.J. Zita, and Commissioner Bill McGregor. Business Airport Director Rudy Rudolph, Planning, Public Works & Environmental Programs Director Rachael Jamison, Development Director Allyn Roe, Executive & Commission Coordinator Aspen Humiston, Property Manager & Lease Administrator Jessie Bensley, Administrative Services Director Jeri Sevier, Finance Manager Myung-Hee Lee.

Others: Legal Counsel Heather Burgess, Pat Rasmussen, JJ Lindsey and Deborah Pattin.

PLEDGE OF ALLEGIANCE

Commissioner Downing asked Jessie Bensley to lead the pledge of allegiance.

APPROVAL OF AGENDA

Commissioner McGregor moved to make the following amendments:

1. Remove Advisory item number 1, COVID-19 Related Cash Flow Update for June, to the August 10 Commission Meeting.
2. Remove Executive Director Report.
3. Add Special Reports after approval of meeting minutes.

Seconded by Commissioner Downing. Amended agenda passed.

APPROVAL OF MINUTES:

Commissioner McGregor moved to approve March 31, 2020 Special Commission Meeting, June 22, 2020 Commission Meeting, June 29, 2020 Special Commission Meeting, July 9, 2020 Special Commission Work Session and July 13, 2020 Commission Meeting. Seconded by Commissioner Zita. Motion passed.

SPECIAL REPORT

Rachael Jamison reported on the Brumfield Construction invoice paid in the amount of \$263,532.30 for the project for Stormwater Pond Work.

LITIGATION REPORT

No report.

PUBLIC COMMENT

One person signed up to provide comments.

COMMISSION RESPONSE TO PUBLIC COMMENT

Commissioner McGregor and Commissioner Zita responded.

ACTION CALENDAR

None.

ACTION/OTHER CALENDAR

None.

ADVISORY CALENDAR

COVID-19 Related Cash Flow Update

Deferred to August 10 Commission Meeting.

Paving Contract Increase

Planning, Public Works, & Environmental Director Rachael Jamison said that a necessary element of the Port's on-going maintenance program is to have spot repairs done on paving surfaces ranging from those on the Marine Terminal to those in the many parking lots that we manage. This contract provides the Port with on-call contracting services to complete the necessary paving repairs.

The original contract was activated on June 12, 2018 and is set to expire on December 31, 2020 for an amount not to exceed \$300,000. Staff is requesting that \$75,000 be added to the total contract amount to provide funding through the end of the year, at which point the contract will be put out for competitive bid.

Commissioners asked questions and discussed the paving contract update.

PUBLIC COMMENT ON ADVISORY ITEMS

None.

CONSENT CALENDAR

Commissioner Zita moved to approve the bills and vouchers batches #23-27 in the amount of \$1,292,064.82, with purposes of a discussion. Seconded by Commissioner McGregor. Motion passed.

COMMISSIONER REPORTS/DISCUSSION

Commissioners discussed the following topics:

- 1. EDC Invoice on MakerSpace
- 2. Tribal Honor Statement
- 3. WPPA Seminars

EXECUTIVE DIRECTOR REPORT

Deferred to August 10 Commission Meeting.

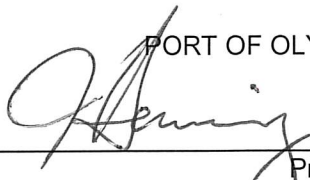
MEETING ANNOUCEMENTS

Commissioner Downing said the next meeting is scheduled for August 10 at 5:30 PM.


ADJOURNMENT

The meeting adjourned at 6:12 PM

PORT OF OLYMPIA COMMISSION



President, Joe Downing



Vice President, E.J. Zita



Secretary, Bill McGregor