



**Joint Port of Olympia Citizens Advisory Committee (POCAC)  
and Commission Work Session Minutes  
Tuesday, June 17, 2025**

**Call to Order**

Commission President Jasmine Vasavada called the Joint Port of Olympia Citizens Advisory Committee (POCAC) and Commission Work Session of the Port of Olympia Board of Commissioners to order and open to the public at 5:02 p.m., Tuesday, June 17, 2025, at the Percival Plaza, Suite 1B, the Olympics Room, located at 626 Columbia Street NW, in Olympia, Washington 98501.

**Present**

Commissioners: Jasmine Vasavada, President; Maggie Sanders, Vice President; Sarah Montano, Secretary; Amy Harding and Bob Iyall.

POCAC Members: Joel Hansen – Chair; Jack Havens, Anthony Hemstad, Darlene Kemery, Sue Patnude, Debbie Pattin, Quentin Phillips, and Bob Wubbena.

Staff: Alex Smith, Executive Director, Shawn Gilbertson, Director of Environmental Planning and Programs; Mike Reid, Director of Community and Economic Development; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

**Approval of Agenda**

Commissioner Montano moved to approve the agenda. Commissioner Harding seconded the motion. Motion passed unanimously.

**POCAC Chair Update**

Joel Hansen, POCAC Chair, introduced POCAC Subcommittee Chairs.

**POCAC Subcommittee Updates**

Destination Waterfront Subcommittee. Quentin Phillips, Destination Waterfront Subcommittee Chair, reported that this committee's recommendations/Action Plan Items are tied to the Port of Olympia's Vision 2050 Master Plan items. He shared that the subcommittee focused on Sites A and B on the Peninsula.

The Destination Waterfront Subcommittee group asked themselves: What low-cost, interim steps can be taken to make progress in implementing the plan that will demonstrate to Thurston County citizens that the Port is committed to providing public access and other amenities?

The Destination Waterfront Subcommittee Recommendations are:

- Enhancements to the Billy Frank, Jr. Trail.
- Develop partnerships with the City of Olympia and water-craft community groups to explore opportunities for community amenities.

- Improve Billy Frank, Jr. Park and North Point Community Event Center (Holbrook Building).

Benefits to providing enhanced water access, picnic areas, restaurants, and other public amenities are:

- Provides direct, tangible benefits to Port taxpayers.
- Increases tourist revenue for area businesses, which creates jobs.
- Provides Port lease revenues.

Economic Development Subcommittee. Anthony Hemstad, Economic Development Subcommittee Chair, presented their five-point Work Plan:

1. Develop Charter for Economic Development Subcommittee.
2. Investigate opportunities to diversify Marine Terminal operations.
3. Explore potential for passenger ferry service.
4. Research opportunities to increase the community and economic value of the Olympia Regional Airport.
5. Review past POCAC reports for alignment with Commission priorities, and update when valuable to do so.

Budd Inlet Subcommittee. Bob Wubbena, Budd Inlet Subcommittee Chair, reported that they first defined the area they are focusing on, as the "Reclamation boundaries:"

- Eastern Boundary
- Western Boundary
- Northern Boundary

Area of evaluation/boundaries/the map: the marine waterfront from Squaxin Park, to West Bay Marina to the bridge. A map will be available soon, showing clear boundaries.

It is the larger marine water boundary and our Subcommittee's recommendation was that should be our area of evaluation and work on; our assignment should be tied to that particular boundary.

Three objectives to the Budd Inlet Subcommittee Work Plan:

1. Define and create a working map, a study map, an on-going map, basically a single map that defines the playground that we are in. This map would have different layers depicting different information.
2. Assist staff with comments from the community heard by Subcommittee members. Assist with communications and help staff and Commissioners address these comments. The plan would be that if the Budd Inlet Subcommittee members hear misinformation, they will tell Port staff so they can be addressed through effective communication.
  - a. This would be to minimize confusion, and to eliminate instances when the Port is being asked to do things that they can't do. Communicate where the responsibility actually does lie.
3. Help the Port of Olympia reach out to the broader public to communicate what they intend to do, and how it will be accomplished.

Subcommittee Chair Bob Wubbena shared other factors to consider:

1. Need to determine who is responsible for what.
2. What reclamation projects are going on now?
3. Where is dredged material going to go?
4. If the area is not our responsibility but it impacts us, what are the issues and how do we help provide background information so the Commission can talk/work with those concerned?
5. Need to sort out the different technical issues in the Budd Bay area against the map, with some clarity of public information that the Commission can sign off on.

The Economic Development Subcommittee feels it is their responsibility to find out who is responsible for what, to communicate that information to the Commission, then have the Commission work with others.

### **POCAC Discussion**

Roles were discussed:

Commission: governance and policy making

Staff and consultants: conducting daily business operations and ensuring that the policy-making happens

POCAC: potential roles include implementation, integration and communication of those goals.

A goal is to get into alignment, communicate shared goals, and connect with the community.

Resources, staff time, POCAC time, and implementation was discussed.

The Commission requested that staff make a recommendation as to what they feel is helpful from POCAC recommendations and determine if they are feasible. This would assist the Commission. This will be discussed at the upcoming retreat, along with staff capacity and costs.

How does the POCAC interface with the Commission?

If there is clarity and guidance given to the POCAC, it is helpful. An overarching vision with overarching principles is most helpful. The closer the POCAC and Commission can work together, the better.

It was proposed that Port Commissioners join POCAC Subcommittee meetings as their representative.

Assignments:

Budd Inlet Subcommittee: Commissioner Montano

Destination Waterfront Subcommittee: Commissioners Harding and Sanders

Economic Development Subcommittee: Commissioners Iyall and Vasavada

Commissioners will work with the Subcommittees on a recommendation, bring to the Commission, then to staff.

## Adjournment

There being no further business to come before the Port of Olympia Board of Commissioners, the Tuesday, June 27, 2025 Joint Port of Olympia Citizens Advisory Committee (POCAC) and Commission Work Session was adjourned at 7:04 p.m. by Commissioner Vasavada.

PORT OF OLYMPIA COMMISSION

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Jasmine Vasavada, President

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Maggie Sanders, Vice President

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Sarah Montano, Secretary