



Commission Meeting Minutes Monday, August 11, 2025

Call to Order

Commission President Jasmine Vasavada called a regular meeting of the Port of Olympia Board of Commissioners to order and open to the public at 5:30 p.m., Monday, August 11, 2025, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

Present

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

Staff: Alex Smith, Executive Director, Chris Wright-Pierce, General Counsel; Warren Hendrickson, Director of Operations; 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.

Executive Director Report

Alex Smith, Executive Director, reported on recent Port activities. She reported that the Commission recently came together for a retreat to discuss Commission priorities; a Staff Summer Appreciation Event will be held to recognize the hard work performed by staff; Hannah Ellis recently completed a two-year training program and was promoted to Contracts Administrator. A new IT Manager will be joining the Port team on August 27, Spencer Battersby. The last free public marine terminal tour for 2025 will be Tuesday, September 2 (reservations taken online); and 2025 Events are still going on with the South Sound Block Party (August 22-23), Harbor Days (August 29 – 31) and Movies at the Marina (August 30 – Shrek; and September 6 – Jumanji) coming soon.

In addition, Alex reminded everyone of the ways they can communicate with the Commission. She stated there is a great deal of information available on the Port's website and encouraged everyone to check it out.

Public Comment

No public comments were provided.

Consent Calendar

Commissioner Montano moved to approve the consent agenda as presented; Commissioner Harding seconded the motion. Motion passed unanimously.

Pending Issues or Business

None.

Action Calendar

None.

Action/Other Calendar

None.

Advisory Calendar

None.

Commissioner Reports/Discussion

Commissioner Harding shared a quote by Søren Kierkegaard, "There are two ways to be fooled: one is to believe what is not true, the other is to refuse to believe what is true."

Commissioner Iyall reported that he attended the Civilian Hall of Fame Induction held at Joint Base Lewis-McChord.

Commissioner Vasavada shared a quote she viewed on social media, shown as a motivational message: "You can't compete with me because I want you to win too." She reported that she recently attended and enjoyed a Port of Olympia-sponsored Music in the Park event held at the Port Plaza.

Commissioner Sanders recently attended a Community Potluck at the Gate City Schoolhouse where a Chehalis Tribal Historian spoke about the history of the Chehalis Tribe and the Gate City Schoolhouse.

Commissioner Montano will be attending the Chamber's meeting regarding the World Cup next week. She also shared that she is excited to take part in the upcoming discussion about Port environmental and climate change policies.

Other Business

Commissioner Harding had several items to discuss:

She requested an Executive Session be held on September 15, 2025, to discuss the performance of an employee. The goal of this session would be to formalize the executive director's evaluation process. An executive session will be scheduled after determining whether this fits within the OPMA provisions for Executive Sessions.

Commissioner Harding reported that waterfront property is coming on the market in the next couple of days, located north of West Bay Marina, previously used industrially by Dunlop. The property includes Department of Natural Resource leased land, as well as upland property. The Commission discussed the process of vetting properties for Port acquisition. It was decided to have Port staff vet properties they felt were worth exploring and then bring the opportunity to the Commission if it is determined to be viable.

Commissioner Harding added that the Commission wants to understand the Port of Olympia Marina's upcoming liabilities, their fee structure, and what is being planned for a sustainable marina. She added that the Commission wants to support the efforts of Port business lines sustainably.

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Commissioner Harding would like to see the Port's overall communication strategy; how will the Port tell its story?

Commissioner Vasavada had some Other Business items as well:

She requested a Commission Work Session be scheduled in the next few months to learn what the City of Olympia is doing and planning along West Bay.

Commissioner Vasavada would like to attend other port commissioners' town hall events, and requested that the current policy be updated to allow this activity.

Commissioner Vasavada asked how we could start to collect better information about the Port's impact on the community. This includes information about the organizations that the Port does business with (for example, when the Port is negotiating a lease, inquire how many people are being employed, ask what the intentions are of the organization relative to their value proposition in the community. She would like to understand and know the demographics of the people currently being served, for example at Swantown Boatworks and the Marina.

Commissioner Montano added that she would like to have a meeting/conversation about the Port's economic impact study update. Staff will provide a recommendation statement, and time and cost estimates for this.

Meeting Announcements

A list of upcoming events was displayed on the screen for viewers to see upcoming Commission and POCAC meetings. Executive Director Smith stated the next Commission meeting will be held on Monday, September 8, 2025, at 5:30 p.m.

Adjournment

There being no further business to come before the Port of Olympia Board of Commissioners, the Monday, August 11, 2025, regular meeting was adjourned at 6:02 p.m. by Commissioner Vasavada.

Jasmine Vasavada, President

Maggie Sanders, Vice President

Sarah Montano, Secretary

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