

## COVER MEMO

**Briefing Date/Time:** November 17, 2025

**Staff Contact/Title:** Shawn Gilbertson, Director of Environmental Planning and Programs, 360.528.8061, shawng@portolympia.com  
Jon Wolf, Environmental Manager, 360.528.8073, jonathonw@portolympia.com

**Subject:** Port of Olympia Environmental Policy Updates

**Purpose:** ☒ Information Only ☐ Decision Needed

### **Overview:**

This is a briefing on draft updates to Port environmental policies.

### **Background:**

The Port's Mission includes responsible resource use. This includes making every effort to conduct operations and affairs in an environmentally responsible manner. This includes implementing Port policies that are protective of the environment and supportive of important environmental initiatives such as climate change mitigation.

This briefing will present to the Commission the ongoing efforts to update environmental policies, including a new chapter on climate change and an update to the Port's SEPA policy.

### **Documents Attached:**

PowerPoint Presentation  
Draft Climate Change Policy

### **Next Steps/Timeframe:**

Seek Commissioner input on the draft documents as well as other desired policy changes. Staff would like Commissioner input at the Work Session or shortly thereafter so revisions and additions can be made before finalizing the updates.

**Conclusion:**

The updates to the Port environmental policies are works in progress. As updates are completed and as needed for approvals, staff will bring updates and requests for action to the Commission. The intention is to complete the update process by the second quarter of 2026.