



**PORT of OLYMPIA**  
Serving All of Thurston County

## Annual Schedule/Commission Resolution on Conducting Business

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## Background

- How the Commission conducts business is governed by Resolution 2025-03.
- The Resolution now needs to be amended to:
  - Decide on the day and time of regular Commission meetings;
  - Decide on the day and time for Commission Work Sessions;
  - Adjust the presumptive regular Commission meeting agenda to include "Partner Spotlights;" and
  - Adjust the procedure for virtual public comment to align with current practice.



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## Regular Commission Meetings

- The Commission has traditionally held regular business meetings at 5:30 p.m. on the second and fourth Mondays of each month.
- Schedule constraints for some new Commissioners make this challenging.
- Preliminary outreach to Commissioners indicated 4:00 p.m. on the second and fourth Mondays of each month was the preferred time.

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## Commission Work Sessions

- The Commission has traditionally held Work Sessions in the afternoon on the third Monday of each month.
- Last year's Commission chose to only hold work sessions "as needed."
- Staff proposes scheduling regular work sessions to hold the times on Commissioner calendars.
- Staff proposes Commission work sessions be held the third Monday of each month at 4:00 p.m.

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## Other Proposed Changes

- Adding a "Partner Spotlight" to the presumptive agenda.
- Changing the procedure for virtual public comment to align with current practice.



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## Questions and Suggested Motion

*" . . . Move to accept the adoption of Resolution 2026-02, as amended."*

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