



Commission Meeting Minutes Monday, November 24, 2025

Call to Order – Special Meeting

Commission Vice President Maggie Sanders called the Commission Special Meeting/Executive Session of November 24, 2025, to order at 4:00 p.m., at the Percival Plaza at 626 Columbia Street NW, Suite 1-B, Olympics Room, in Olympia, Washington 98501.

Present

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

Executive Session

At 4:00 p.m., Commissioner Maggie Sanders, Port of Olympia Commission Vice President, announced that the Commission would recess into a closed Executive Session for 60 minutes, until 5:00 p.m., to review the performance of a public employee (RCW 42.30.110(1)(g)).

Commissioner Sanders returned the meeting to order and stated that the Commission was in Executive Session until 5:12 p.m. No decisions were made, and no action was taken.

The Executive Session was then adjourned.

Call to Order – Commission Meeting

Commission Vice President Jasmine Vasavada called a Commission Meeting of the Port of Olympia Board of Commissioners to order and open to the public at 5:30 p.m., Monday, November 24, 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 Pierce-Wright, General Counsel; Warren Hendrickson, Director of Operations; Mike Reid, Director of Community and Economic Development; Shawn Gilbertson, Director of Environmental Planning and Programs; Brent Barnes, Director of Enterprise Services; Chris Paolini, Airport Senior Manager; Afsin Yilmaz, Marine Terminal Senior Manager; James Sommer, Public Works Program Manager; Damien Egan, Harbor Senior Manager; Spencer Battersby, IT Manager; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

Guests: From Thurston County Harbor Patrol: Scott Ferris, Commander; Steve Hager, Commander; Lyndy Slyker, Crew and Helm Trainee; Darlene Hellwig, Captain; and Dennis Erdahl, Helm.

Approval of Agenda

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

Report from the Executive Director

Alex Smith, Executive Director, reported on recent port activities. The Port welcomed new employee, Will Richardson, Airport Operations and Administration Specialist. An overview of Port marine terminal operations were shared with visiting 833rd Transportation Battalion from JBLM, followed by a tour of the Port's marine terminal. The Pacific Titan was repaired at the Port's marine terminal before heading north. A paper pulp cargo vessel, the Pine Arrow, arrived with a large delivery. A group of Washington state legislators visited the Marine Terminal, NorthPoint/Cascade Pole site, Swantown Marina & Boatworks, the Olympia Regional Airport and several surrounding Port properties. Firsthand Port operations, current initiatives, and the long-term vision guiding the Port's work was shared with legislators.

The Port's leadership team participated in the Washington Public Ports Association's (WPPA's) Annual Meeting held in Tacoma. Jon Wolf, Environmental Manager, and Alex Smith, Executive Director, spoke at the Deschutes Watershed Symposium hosted by the Deschutes Estuary Restoration Team (DERT) and the Departments of Ecology and Enterprise Services. They discussed the health of the watershed and the next steps towards estuary restoration.

In addition, she 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

Five individuals provided public comments regarding the Port's warehouse.

Consent Calendar

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

Pending Issues or Business

Pending Issues Updates. Executive Director Alex Smith reported that there were no new updates to the Pending Issues list.

Action Calendar

2026 Budget and Tax Levy Resolutions Adoption. Alex Smith, Executive Director, and Brent Barnes, Director of Enterprise Services, presented the 2026 Levy amount and the 2026 Annual Operating Budget for consideration.

Motion: Commissioner Harding moved to adopt Resolution 2025-09, for the 2026 Budget and Capital Investment Plan. Commissioner Montano seconded the motion. Motion passed unanimously.

Motion: Commissioner Harding moved to adopt Resolution 2025-10 for the Adoption of the 2026 Tax Levy. Commissioner Montano seconded the motion; motion passed unanimously.

Public Comment

Six individuals provided public comment regarding the budget.

Action/Other Calendar

None.

Advisory Calendar

Harbor Patrol Briefing and Organizational Transition. Damien Egan, Harbor Senior Manager, presented an overview and future transition plans for the Port of Olympia Harbor Patrol to run under the direction of the Thurston County Sheriff's Office (TCSO). Transferring the program to TCSO will reduce Port budget and staff obligations, will allow the program to have oversight from an entity more in line with the Harbor Patrol Mission, will add a needed law enforcement capability to Thurston County waterways, and will achieve expanded community benefits.

Port staff will return to the Commission for approval of an interlocal agreement (ILA) between the Port and the TCSO to effect a complete transfer of the organization and its two vessels. The intent is for the program to be fully maintained but operating in the future under the auspices of the TCSO Marine Services Unit (MSU).

Commissioner Reports/Discussion

Commissioner Sanders congratulated Commissioner Harding on the Lifetime Member award she was given at the recent WPPA Annual Meeting presentation.

Commissioner Montano reported that she will attend the Lacey Chamber of Commerce meeting later this week.

Commissioner Harding shared her quote of the day from Ralph Waldo Emerson: "Your actions speak so loudly, I cannot hear what you are saying."

Commissioner Iyall also congratulated Commissioner Harding on the Lifetime Member award she was presented with at the recent WPPA Annual Meeting.

Commissioner Vasavada requested to have climate change information included in presentations when staff present. For example, what forms of transport and activities mitigate climate change emissions, and which ones foster more emissions? Determining if a baseline would be needed and there may be several baselines depending on the situation. For example, in the case of the marine terminal, if a cargo were going over land before it came to the Port of Olympia, coming in from somewhere around Texas, what were those emissions, versus the marine cargo not arriving from over land? These are some facts that can be used to inform conversations.

Other Business

None.

Meeting Announcements

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

Adjournment

There being no further business to come before the Port of Olympia Board of Commissioners, the November 24, 2025, regular meeting was adjourned at 6:58 p.m.

PORT OF OLYMPIA COMMISSION

Jasmine Vasavada, President

Sarah Montano, Secretary

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