



Commission Meeting Minutes Monday, July 13, 2026

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 4:02 p.m., Monday, July 13, 2026, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

Present

Commissioners: Sarah Montano – Vice President, Joel Hansen – Secretary, Jerry Toompas and Krag Unsoeld.

Staff: Alex Smith, Executive Director, Chris Pierce-Wright, General Counsel; Warren Hendrickson, Director of Operations; Mike Reid, Director of Community and Economic Development; Chris Paolini, Airport Senior Manager; James Sommer, Public Works Program Manager; Taber Lee, Marketing and Outreach Senior Manager; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

Attended Virtually: Jasmine Vasavada – Commission President.

Approval of Agenda

Commissioner Toompas moved to approve the agenda, Commissioner Hansen seconded the motion. Motion passed unanimously.

Executive Director Report

Alex Smith, Executive Director, reported on recent Port activities. She thanked the Thurston Chamber for leading the charge to create a memorable experience for our region through the Olympia–Lacey Fan Zone hosted at the Port Plaza. The Shoestring Circus was back for another successful year of entertaining the Thurston County community along the waterfront; they once again sold out every show and even added an extra performance.

A couple weeks ago the Port hosted the Capital City Pride event on the Port Plaza. Shout out to Commissioner Vasavada for providing opening remarks on behalf of the Port. The Port also participated in this year's Capitol City Pride Parade the following day on Sunday.

This past weekend, the Port hosted the Olympia Dragon Boat Festival on Port property. It was another highly successful event, with registration fully booked and 44 teams participating. The Port also recently hosted a group of local high school students from the Leadership Thurston County Youth program for an airport tour. The visit supported LTC Youth's efforts to gain a deeper understanding of airport operations while also offering insights into workforce development and the wide range of career opportunities available at our regional airport.

Last Wednesday, Commissioner Toompas, Mike Reid, Afsin Yilmaz, Warren Hendrickson and Executive Director Alex Smith met with Greta Buccallato, the new Chief of Staff at JBLM. She has worked at JBLM before and is familiar with the Port of Olympia and the last time JBLM shipped military cargo through our Port. She also said she will be in her position for the next twelve years and is happy to be a point of contact for us for anything related to JBLM. She was given a tour of the Marine Terminal and opportunities for collaboration on a number of different levels were discussed. We will continue regular meetings with her to continue to build our relationship with JBLM.

Last week, we hosted yet another free public Marine Terminal Tour, and it was great to see so many community members join us on the working waterfront. A new public kayak and human-powered boat launch at the Swantown Marina public dock was recently installed. This new community asset supports our Vision 2050 plan and expands public access to the waterfront.

This week, Alex Smith will be attending along with port staff, the Launch of the Tribal Guide to Maritime Washington, cohosted by the Maritime Washington and the Squaxin Island Tribe, at the Evergreen State College. The event will be a great opportunity to learn more about the Squaxin Island Tribes' enduring connection to the southern Salish Sea through a new digital resource exploring Indigenous maritime heritage and honoring the relationships between people, water and place.

Friendly reminder was given that POCAC recruitment is still open for a few more weeks. All details on where, when, and how to apply are available on the Port's website with the recruitment period closing on July 31.

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 shared.

Commission Response to Public Comment / Follow-Up to Public Comment

None.

Consent Calendar

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

Action Calendar

Contract Award: Building Tenant Improvements (Port HQ). James Sommer, Public Works Program Manager, provided background information, and the timeline for this project. He reported that there was a total of 9 bids submitted for this contract. The bids, including sales tax, ranged from \$5,251,734 to \$7,506,112.46 with Good News Group coming in as the lowest responsive, responsible bidder at \$5,251,734.00.

This project expense is included in the approved 2026 capital budget, with the expectation that a portion of construction expenses will be incurred in 2027 as part of the 2027 capital budget.

Motion: Commissioner Toompas moved to authorize the Executive Director to award the Port of Olympia Headquarters Tenant Improvement Project, Contract 2026-1020, to the lowest responsive and responsible bidder, Good News Group, in the amount of \$5,251,734.00, including sales tax. Commissioner Vasavada seconded the motion. Motion passed unanimously.

Electric Aircraft Charging Station Grant Application. Chris Paolini, Airport Senior Manager, shared background information, the financial impact, alignment with the Port's Vision 2050, and environmental considerations and review, on the Port's commitment to provide WSDOT grant matching funds for a WSDOT grant-funded Electric Aircraft Charging Station Project.

Motion: Commissioner Vasavada moved to adopt Resolution 2026-06 affirming the Port's commitment to provide grant matching funds for the Olympia Regional Airport's Electric Aircraft Charging Station project and authorize the Executive Director to submit an application for a WSDOT grant, matching 15% of project costs with airport capital funds, for the Airport's Electric Aircraft Charging Station project. Discussion followed. Commissioner Hansen amended the motion with a matching amount of 20%; Commissioner Unsoeld seconded the amended motion. Amended motion passed unanimously.

Action/Other Calendar

None.

Advisory Calendar

Delegation of Authority. Alex Smith, Executive Director, presented the updated, draft document from work produced by the Commission subcommittee comprised of Commissioners Vasavada and Unsoeld. The current Commission asked that the new Delegation of Authority be modeled on the Port of Seattle's, and the draft does that. The draft also incorporates language the majority of the subcommittee agreed to.

Commissioner Reports/Discussion

Commissioner Hansen reported that he attended a workshop put on by the Chehalis River Restoration Group with Commissioner Unsoeld. He also attended the Thurston County EDC Annual Economic Business award meeting, where one of our tenants, Cardinal Glass, was a recipient of one of those awards. He attended a Maritime Industrial Base Work Group meeting convened by WPPA. He attended the FIFA Fan Zone at the Port Plaza on June 25 and 26; he also attended the Shoestring Circus for the second year in a row.

Commissioner Hansen attended the Center for Sustainable Infrastructure Conference (not as a Port representative); but he wanted to report that it was the first conference on industrial symbiosis held in the Northwest, possibly the first ever held in the United States. He learned about the work being done in Europe around reuse of resources; and about matching industries for economic and environmental benefit. Our own Washington State Lieutenant Governor gave a presentation with the Danish Ambassador to the United States where they announced that they would be signing a bilateral agreement on industrial symbiosis between the State of Washington and the country of Denmark.

Commissioner Hansen also served on an elected official's panel for the Thurston Chamber's Youth Leadership Thurston County Government day.

Commissioner Unsoeld attended a TRPC meeting and the Pride Day Parade.

Commissioner Toompas reported that he attended a meeting with the JBLM Garrison Chief of Staff, he found the meeting very encouraging. He also attended the Pride Parade.

Commissioner Vasavada attended the Pride Parade and spoke at the day-before celebrations at Percival Landing.

Commissioner Montano shared that she attended the Shoestring Circus and the Leadership Thurston County Youth Day.

Additional Public Comment

None.

Other Business

Commissioner Vasavada thanked staff for launching the new Port Intranet method of tracking Commission requests. A recent request for help with her calendar was given in short order; a system to manage that is appreciated. She also mentioned her use of AI tools and encouraged the Port to consider use cases and products that are government-oriented and have the protections necessary to be safe.

The POCAC Recruitment process was shared.

Meeting Announcements

A list of events was displayed on the screen for viewers to see upcoming Commission and POCAC meetings. Executive Director Smith stated the next Commission meeting, a Work Session, will be held on Monday, July 20, at 4:00 p.m.

Adjournment

There being no further business to come before the Port of Olympia Board of Commissioners, the Monday, July 13, 2026, regular meeting was adjourned at 4:59 p.m.

PORT OF OLYMPIA COMMISSION

Jasmine Vasavada, President

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