



Serving All of Thurston County

**Commission Work Session
Monday, October 20, 2025
4:00 PM**

Percival Plaza - Olympics Room
626 Columbia Street NW
Olympia, WA 98501

The meeting agenda is available on the Port's website as of October 16, 2025.

<https://www.portolympia.com/commission>

The public may join the meeting from their computer, tablet or smartphone at:

<https://us06web.zoom.us/j/89043430826?pwd=O63G8Z3KgqmuXAYWPaF1eBrBluDNNk.1>

or Telephone: 1 253 215 8782

Webinar ID: 890 4343 0826

Passcode: 937133

No public comment or commission action will be taken at this Work Session.

AGENDA

- A. Call to Order
- B. Approval of Agenda
- C. Thurston Regional Planning Council Peninsula Master Plan
- D. Environmental Policy Updates
- E. Agenda Setting Topics
- F. Adjourn

Port of Olympia Mission

Creating economic opportunities and building community for all of Thurston County through responsible resource use.

COVER MEMO

Briefing Date/Time: October 20, 2025

Staff Contact/Title: Mike Reid, Director of Community and Economic Development, 360.764.5395, miker@portolympia.com

Subject: Peninsula Master Plan – Thurston Regional Planning Council Scoping Discussion

Purpose: ☒ Information Only ☐ Decision Needed

Overview:

- In 2024 the Port launched an effort to develop a master plan for the port owned properties in downtown Olympia. The project was paused due to staffing constraints.
- Earlier this year Port entered into an Interlocal Agreement for Planning and Data Services with the Thurston Regional Planning Council to assist and support the Port with major planning initiatives and projects.
- Port and TRPC Staff have developed a task order to have TRPC play a significant role in relaunching this effort.
 - *“To assist the Port of Olympia in preparing a Port Peninsula Master Plan to guide future development in alignment with the Port’s long-term vision, operational needs, community goals, and applicable environmental and regulatory requirements. This initial phase will build on prior studies and ongoing initiatives affecting the Port Peninsula. TRPC will evaluate existing information, engage stakeholders, and define the scope, scale, and focus of the master planning process to ensure it complements and coordinates with the Port’s related efforts.”*
- An early task in this phase of work is to have TRPC meet with the Port Commission in a work session to frame and scope this project as well as understand Commissioner goals and objectives for this effort.
- Paul Brewster, Senior Planner with TRPC, will be leading the discussion with the Commission at this work session.

Documents Attached:

- TRPC Interlocal Agreement
- TRPC Peninsula Master Plan Initial Scope of Work

PORT OF OLYMPIA
AND
THURSTON REGIONAL PLANNING COUNCIL

INTERLOCAL AGREEMENT FOR PLANNING & DATA SERVICES

This Agreement is entered into pursuant to RCW 39.34.080 between Thurston Regional Planning Council ("TRPC"), and Port of Olympia ("the Port"), collectively referred to as "parties" and individually as "party."

Recitals:

WHEREAS, the general and special purpose jurisdictions and public institutions of Thurston County have joined together to form a Regional Planning Council known as TRPC;

WHEREAS, TRPC is also the federally recognized Metropolitan Planning Organization (MPO) for the Thurston region and as such maintains an approved Indirect Cost Plan;

WHEREAS, TRPC may provide, on a contractual basis, planning and technical assistance for member and nonmember agencies as set forth in the TRPC Agreement and Operating Procedures;

WHEREAS, the Port desires to enter into an agreement with TRPC to perform certain planning and data services as hereinafter agreed to by both parties.

NOW, THEREFORE, in consideration of covenants, conditions, performances and promises contained herein, the parties agree as follows:

I. PURPOSE

The general objective(s) of this Agreement shall be for TRPC to provide planning and data services to the Port.

II. DUTIES OF TRPC

TRPC shall provide the necessary planning, personnel, and services to accomplish tasks at the request of the Port. Examples of the types of services TRPC may provide to the Port are contained in Exhibit A attached hereto and incorporated herein by reference. TRPC shall prepare a scope of work and budget and provide it to the authorized official for the Port identified in section III for review and approval prior to the commencement of work on each project. To accomplish the general objective(s) of this Agreement, TRPC shall provide all services and materials specified in the scope(s) of work for each project. All

services and materials shall be provided in accordance with the scope(s) of work in a competent and professional manner. Each accepted scope of work shall be incorporated into and become a part of this Agreement. The Port assumes responsibility for seeking any separate required approval from its governing body for any project pursuant to a scope of work under this Agreement, consistent with the Port policies and procedures.

TRPC shall establish and maintain books, records, documents, and other evidence and accounting procedures and practices, sufficient to reflect properly all direct and indirect costs of whatever nature claimed to have been incurred and anticipated to be incurred for the performance of this Agreement. To facilitate the administration of this Agreement, separate project accounts shall be established and maintained within TRPC's existing accounting system. TRPC shall track employee time and expenses for all projects agreed to within this Agreement and provide the Port with a monthly invoice, which will include an accounting of expenses and status of work elements.

Records and accounts pertaining to the work and accounting shall be kept for six years from the final date of payment and be kept available for inspection by either party or by the state or federal government. If any litigation, claim, or audit is commenced, the records and accounts along with supporting documentation shall be retained until all litigation, claim, or audit finding has been resolved even though such litigation, claim, or audit continues past the six-year retention period.

TRPC at such times and in such forms as the Port may require, shall furnish to the Port such statements, records, reports, data, and information as the Port may request pertaining to matters covered by this Agreement. All reports, information, data, records, and other related materials prepared or assembled by TRPC under this Agreement may be subject to public disclosure pursuant to chapter 42.56 RCW.

TRPC shall at any time during normal business hours and as often as the Port or authorized state or federal government representatives may deem necessary, make available for examination all of its records and data with respect to all matters covered, directly or indirectly, by this Agreement and shall permit the Port or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The Port shall receive a copy of all audit reports made by the agency or firm as to TRPC's activities. the Port may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of TRPC'S activities that relate, directly or indirectly, to this Agreement.

III. AUTHORIZED OFFICIALS

The authorized official for the Port is the Executive Director or designee; and for TRPC it is the Executive Director.

IV. DURATION OF THE AGREEMENT

This Agreement shall become effective upon the last date of execution and shall automatically renew on January 1 of each year unless action is taken to terminate or revise this agreement. Prior to commencement, this Agreement shall be filed in accordance with RCW 39.34.040.

V. PAYMENT FOR SERVICES

The Port shall pay TRPC for planning services rendered, as specified herein, and as outlined in each scope of work. TRPC shall submit monthly vouchers for services rendered under this Agreement and the Port shall pay thereon within thirty (30) days of receipt. The maximum amount payable for work to be performed under this Agreement is two million dollars (\$2,000,000.00) unless otherwise amended in accordance with section XVIII, Changes Modifications, and Amendments.

VI. PROHIBITION AGAINST ASSIGNMENT

Neither this Agreement nor any interest therein may be assigned by either party, without first obtaining the written consent of the other party.

VII. OWNERSHIP OF MATERIALS

Ownership of materials produced as part of this Agreement, including but not limited to documents, maps, and computer data, etc. shall be the property of the Port and shall be made available upon request.

VIII. TERMINATION

This Agreement may be terminated by either party upon thirty (30) calendar days prior written notice to the other party specifying the date of termination. The Port agrees to be responsible for financial obligations incurred by TRPC up through, and including the date of termination, for work performed in accordance with the terms of this Agreement on behalf of the Port. Upon receipt of written notice of termination of this Agreement, TRPC agrees not to undertake any further obligations on behalf of the Port beyond the date scheduled for termination.

IX. ADMINISTRATION; ACQUISITION OF PROPERTY

This Agreement will be administered by the Port. This Agreement is for the benefit of the parties, and no third party beneficiary relationship is intended. No separate legal entity is created by this Agreement. No joint organization is created. No common budget is to be established. No real or personal property is to be jointly acquired or held.

X. EQUAL EMPLOYMENT OPPORTUNITY

In execution of this Agreement, TRPC shall not discriminate against any employee or applicant for employment because of race, creed, religion, ethnicity, marital status, veteran status, age, color, sex, national origin, sexual orientation or disability.

XI. HOLD HARMLESS/INDEMNIFICATION AND INSURANCE

TRPC shall defend, indemnify and hold the Port, its officers, officials, employees and agents harmless from all claims, injuries, damages, losses or suits including costs and attorneys' fees, arising out of or resulting from the acts, errors or omissions of TRPC or its subcontractors in performance of this Agreement, except for injuries and damages caused by the sole negligence of the Port.

The Port shall defend, indemnify and hold TRPC, its officers, officials, employees and agents harmless from all claims, injuries, damages, losses or suits including costs and attorneys' fees, arising out of or resulting from the acts, errors or omissions of the Port in performance of this Agreement, except for injuries and damages caused by the sole negligence of TRPC.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of TRPC and the Port, its officers, officials, employees, and agents, TRPC's liability, including the duty and cost to defend, hereunder shall be only to the extent of TRPC's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes TRPC's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the completion, expiration or termination of this Agreement.

TRPC shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by TRPC, its agents, representatives, or employees.

TRPC's membership in a public insurance risk pool that provides equal coverage as that specified below shall satisfy the requirements of this section.

A. Insurance Term

TRPC shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by TRPC, its agents, representatives, or employees.

B. No Limitation

TRPC's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of TRPC to the coverage provided by such insurance, or otherwise limit the Port's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

TRPC shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance.

D. Minimum Amounts of Insurance

TRPC shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

E. Other Insurance Provisions

TRPC's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect to the Port. Any Insurance, self-insurance, or self-insured pool coverage maintained by the Port shall be excess of TRPC's insurance and shall not contribute with it.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A. M. Best rating of not less than A:VII.

G. Verification of Coverage

TRPC shall, upon request, furnish the Port with original certificates and a copy evidencing the insurance requirements. A letter of coverage from a public insurance risk pool shall satisfy this requirement.

H. Notice of Cancellation

TRPC shall provide the Port with written notice of any policy cancellation within two business days of their receipt of such notice.

XII. INDEPENDENT CONTRACTOR

The parties intend that an independent contractor relationship will be created by this Agreement. The Port will not exercise control and direction over the work of TRPC, and is interested primarily in the results to be achieved. Subject to paragraphs herein, the implementation of services pursuant to this Agreement will lie solely within the discretion of TRPC. No agent, employee, servant or representative of TRPC shall be deemed to be an employee, agent, servant or representative of the Port for any purpose, and the employees of the TRPC are not entitled to any of the benefits the Port provides for its employees. TRPC will be solely and entirely responsible for its acts and for the acts of its agents, employees, servants, subcontractors or representatives during the performance of this Agreement.

In the performance of the services herein contemplated TRPC is an independent contractor with the authority to control and direct the performance of the details of the work; however, the results of the work contemplated herein must meet the approval of the Port and shall be subject to the Port's general rights of inspection and review to secure the satisfactory completion thereof.

As an independent contractor, TRPC shall be responsible for the reporting and payment of all applicable local, state, and federal taxes.

XIII. COMPLIANCE WITH LAWS

TRPC, in the performance of this Agreement, shall comply with all applicable federal, state and local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.

XIV. POLITICAL ACTIVITY PROHIBITED

None of the funds, materials, property or services provided directly or indirectly under the Agreement shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office.

XV. NOTICE

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the parties on the last page of this Agreement.

XVI. GOVERNING LAW AND VENUE

This Agreement has been and shall be construed as having been made and delivered within the state of Washington, and it is agreed by each party hereto that this Agreement shall be governed by laws of the state of Washington, both as to interpretation and performance.

Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement or any provisions thereof shall be instituted and maintained only in any of the courts of competent jurisdiction in Thurston County, Washington.

XVII. SEVERABILITY

If, for any reason, any part, term or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

XVIII. CHANGES, MODIFICATIONS, AND AMENDMENTS

This Agreement may be changed, modified, amended or waived only by written agreement executed by each party's authorized governing authority as provided in chapter 39.34 RCW.

XIX. RECORDING

Prior to its entry into force, this Agreement must be filed with the Thurston County Auditor's Office or posted upon the parties' websites as provided by RCW 39.34.040.

IN WITNESS WHEREOF, TRPC and the Port have executed this Agreement as of the date and year written below.

PORT OF OLYMPIA

Signed by:

Alexandra Smith

Alex Smith, Executive Director
606 Columbia Street NW, Suite 300
Olympia, WA 98501

5/28/2025

DATE

THURSTON REGIONAL PLANNING

COUNCIL

Signed by:

Marc Daily

Marc Daily, Executive Director
2411 Chandler Court SW
Olympia, WA 98502

5/29/2025

DATE

EXHIBIT A

(Examples of authorized activities)

Planning and Data Services: The following are examples of services that may be provided:

- Modeling
- Mapping
- Data analysis
- Meeting facilitation
- Planning studies
- Communication materials
- Environmental review support
- Outreach to support planning efforts

TRPC Scope of Work and Cost Estimate

Port of Olympia

Port Peninsula Master Plan – Project Initiation and Scoping

Purpose

To assist the Port of Olympia in preparing a Port Peninsula Master Plan to guide future development in alignment with the Port's long-term vision, operational needs, community goals, and applicable environmental and regulatory requirements. This initial phase will build on prior studies and ongoing initiatives affecting the Port Peninsula. TRPC will evaluate existing information, engage stakeholders, and define the scope, scale, and focus of the master planning process to ensure it complements and coordinates with the Port's related efforts.

Tasks

TRPC will work with Port of Olympia staff and Commissioners to develop a detailed scope of work for the Port Peninsula Master Plan. Project initiation and scoping will include:

Task 1: Review existing planning materials

- Port of Olympia Vision 2050
- Previously developed Master Plan information
- Destination Waterfront
- City of Olympia Shoreline Master Program (SMP)
- City of Olympia Comprehensive Plan
- Comprehensive Scheme of Harbor Improvements
- Olympia Sea Level Rise Response Plan
- Existing zoning, land use, and environmental data
- Other resources identified by Port staff

Task 2: Define geographic scope and scale

- Gather and analyze data on parcel ownership, land use, planned development
- Map planning boundaries and coverage of past/ongoing efforts
- Review and confirm project boundaries with Port staff, Port Commission, and key stakeholders

Task 3: Identify key stakeholders and conduct initial outreach

- Identify key partners and stakeholder groups to gain perspectives and information to inform development of a scope of work and future outreach strategy
- Conduct up to 15 partner/stakeholder engagements (interviews, focus groups, or meetings)
- Summarize input to inform the scope of work and outreach strategy

Scope of Work and Cost Estimate
Port Peninsula Master Plan – Project initiation

Task 4: Port Commission Work Session Briefings

- Present and discuss scope of work at up to two Port Commission work sessions
 - o Work Session #1 – September 2025
 - o Work Session #2 – Q1 2026
- Gather Commissioner feedback and direction

Task 5: Develop scope of work for Port Peninsula Master Plan

- Prepare a draft scope for the Master Plan
- Review and refine with Port staff and Port Commission

Task 6: Project management

- Conduct regular check-ins (bi-weekly or monthly) with Port project lead and staff
- Provide monthly invoice and progress reports

Deliverables

1. Presentation materials for up to 2 Port Commission work sessions
2. Draft and Final Scope of Work for future stages of a Port Peninsula Master Plan

Cost Estimate

The total cost estimate to complete the scoped work is: \$50,000.

The cost breakdown for the work is as follows:

Staff	Hours	Hourly Rate	Cost
Senior Planner (Project Manager)	150	\$96.65	\$14,498
Associate Planner	20	\$62.49	\$1,250
Senior Planner - GIS	110	\$85.06	\$9,357
Associate Planner - Engagement Specialist	100	\$70.41	\$7,041
Overhead (55%)			\$17,680
Direct Costs			\$175
Total			\$50,000

Cost assumptions include:

- TRPC has a federally approved indirect rate of 55%
- Direct costs include miscellaneous printing costs and costs related to outreach

Duration

Work is projected to start in August 2025 and be completed by March 2026 (7-8 months).

COVER MEMO

Briefing Date/Time: October 20, 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:

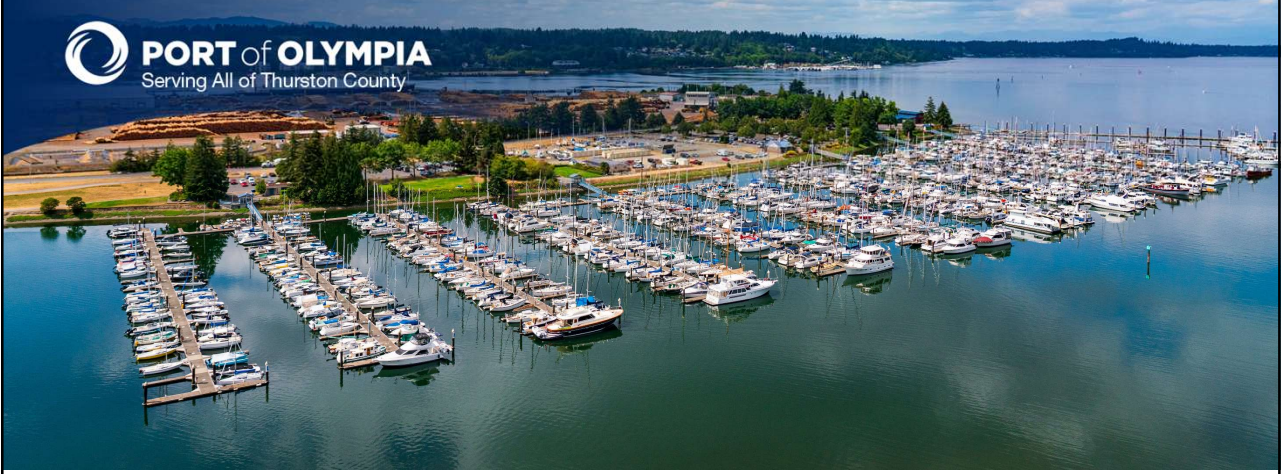
PowerPoint Presentation
Draft Climate Change Policy
Draft Sustainability Plan

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.



PORT of OLYMPIA
Serving All of Thurston County

Environmental Policy Updates

Jonathon Wolf, Environmental Manager
Shawn Gilbertson, Director of Environmental Planning and Programs
October 20, 2025



1



Today's Presentation

Briefing Only – No Action Required

- Summary of Port of Olympia environmental policies
- Updates requested by Commission in May 2025
- New and updated policies
- Status of policy updates
- Next steps and goals for completion



2



Port Environmental Policies

- Policy 1301 – Environmental Stewardship and Compliance
 - “The Port recognizes the value of the natural environment in which it operates, and is committed to fulfilling its mission of economic development within Thurston County in a manner that promotes long-term environmental sustainability in the region.”



3



Port Environmental Policies

- Policy 1301 – Environmental Stewardship and Compliance
 - Compliance with applicable Federal, State, and local environmental statutes, regulations, enforceable agreements, and environmental permit requirements.
 - Clarity and consistency in the Port's environmental management efforts.
 - Transferable institutional knowledge.
 - Continuous improvement in environmental performance.



4

Environmental Policies

Operational Policies Summarized

- Air Quality and Dust Suppression
- Contaminated Property Discovery, Reporting, and Cleanup
- In-Water Work, Wetland, and Aquatic Area Pollution Prevention
- Hazardous Materials Handling, Storage, and Transport
- Waste Material Minimization, Characterization, and Handling



5

5

Environmental Policies

Operational Policies Summarized

- Environmental Incident Response
- Fuel Storage Management
- Lighting Practices and Impact Minimization
- Noise and Vibration Mitigation
- Soil and Sediment Management



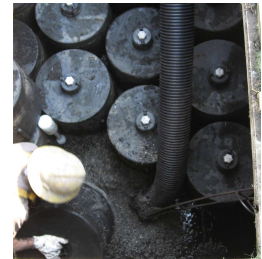
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6

Environmental Policies

Permit-Driven Policies Summarized

- Wastewater Discharges to Sewer
- Construction Stormwater Management
- Industrial Stormwater Management
- Municipal Stormwater Management
- Illicit Discharge Detection and Response
- Integrated Pest Management



7



7

SEPA Policy

- Resolution 2015-12 (SEPA Resolution/Policy)
- Adopts Chapter 43.21C RCW (State Environmental Policy Act) and Chapter 197-11 WAC (SEPA Rules)
- Revisions for Port-specific terminology and mission

43.21C.020 RCW (SEPA)

(a) Foster and promote the general welfare; (b) create and maintain conditions under which human beings and nature can exist in productive harmony; (c) and fulfill the social, economic, and other requirements of present and future generations of Washington citizens.

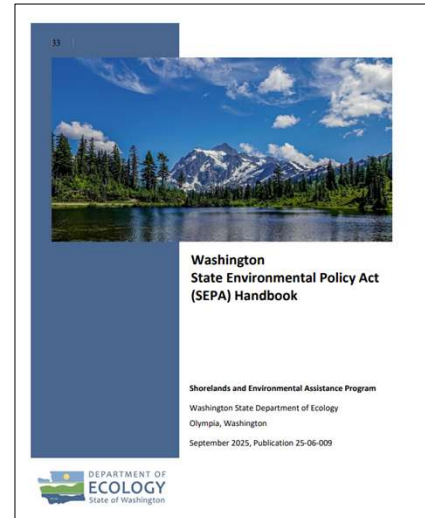
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8

SEPA Policy Potential Updates

- Integrate WA Climate Change requirements
- Adjust review periods for consistency with State regulations
- Change from administrative appeal process to Superior Court appeal option
- Align response to comments section with State regulations



9



9



Climate Change Policy

JW1

- Recognizes the urgency of climate change and ensures the Port is committed to minimizing environmental impacts
- Goals
 - Reduce greenhouse gases
 - Prepare/adapt to climate change impacts including sea level rise
 - Collaboration
 - Improve air and water quality
- Offers implementation strategies to meet the goals



10

Regional Approach

- Success depends on collaboration:
 - SLR Collaborative
 - Thurston Climate Mitigation Plan – resolutions
 - Olympia/Tumwater/Lacey/Thurston County/State have the regulatory authority, but we can influence their decisions
 - Tribes are vital collaborators

11



11

Sustainability Plan Draft

- The Climate Change Policy provides the broad direction and intentions; the Sustainability Plan offers the detailed plans for reaching goals and measuring success and the necessary tools.
 - Federal and state grants
 - Partnerships with tribes and other local governments
 - Regular greenhouse gas inventories
 - Tenant incentivization: green leases and collaborations

12



12

Example Goal: Climate Change Resilience

Sea Level Rise Response

- Collaborative between the Port, LOTT and City of Olympia
- Short, medium and long-term SLR actions
- Trackable metrics include
 - Rate of sea level rise
 - Flooding frequency
 - Erosion rates
- Supporting activities:
 - LiDAR to track erosion
 - Adaptation measures through the Master Plan

13



13

Example goal: Decarbonization

Activity: Greenhouse Gas Emissions Inventory update

- Previous inventories in 2013, 2015, 2017, 2019
- Consultant getting ready to complete for 2025
- Offers trackable metrics to compare results over the long term, allowing us to view reductions in emissions and plan for future reductions
- Desired outcome is a reduction in gas emissions
- Economic benefits include supporting "green" jobs while helping the environment

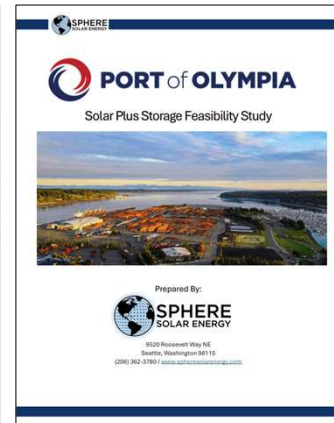
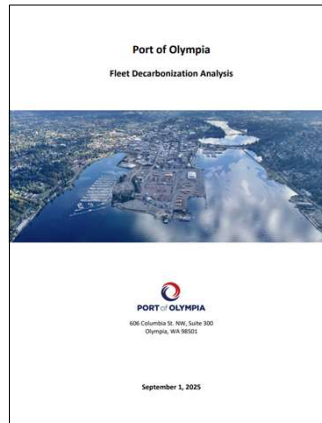
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14

Decarbonization Efforts for Port Operations

- Clean Energy Fund grant
- Solar feasibility
- Fleet decarbonization
- Implementation



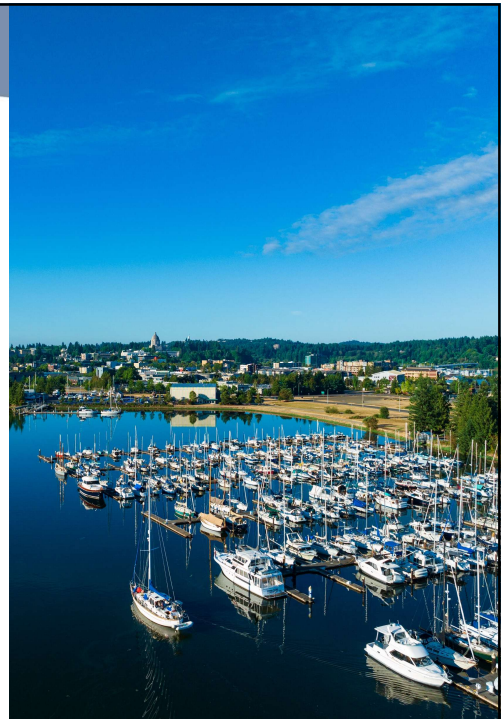
15



15

Policy Update Schedule

- Finalize draft based on Commission input Q4 2025
- Port internal and legal review Q1 2026
- Commission advisory on final draft Q1 2026
- Adopt updated policies Q2 2026



16

16

Questions and Comments

17



 PORT of OLYMPIA POLICIES & PROCEDURES MANUAL		Page:	
Section:	100 EXECUTIVE POLICY & PROCEDURE	Revision Date:	
Policy:	CLIMATE POLICY	Policy No.	
Approver:	EXECUTIVE DIRECTOR	Resolution	

POLICY: The Port of Olympia recognizes the potential impacts of climate change and is committed to fostering a sustainable and resilient port operation that minimizes environmental and economic impact from climate change while supporting economic vitality for all of Thurston County. As one of the largest landowners in Thurston County and owner of both an airport and a marine terminal, the Port is well positioned to reduce greenhouse gas emissions and help build resiliency against climate change impacts. Even so, the Port's overall impact to emissions reduction is relatively small, and therefore, to have a broader impact, collaboration with our regional partners is a keystone of the Port's climate change policy.

GOALS: The Port has multiple goals for addressing climate change impacts. Those goals include the following:

1. Reduce greenhouse gas (GHG) emissions associated with Port operations, focusing on the marine terminal, airport, and administrative processes.
2. Prepare for and adapt to climate change impacts, including sea level rise.
3. Collaborate with regional partners and stakeholders including the Sea Level Rise Collaborative to reduce climate impacts and build resilience.
4. Improve air and water quality at all Port facilities through proactive management.

IMPLEMENTATION STRATEGIES: The following strategies will aid the Port in reducing emissions and building resilience against climate change.

1. Increase the use of hybrid and electric vehicles for Port transportation needs through implementation of a fleet management program based on decarbonization best practices. Encourage the use of electric planes at the airport, including electric taxis, by engaging in research and collaboration with regional partners and aviation stakeholders. Continue investigating the feasibility of providing shore power to berthed ships to reduce emissions.
2. Implement energy efficiency strategies to limit the Port's contribution to climate change emissions. This can include installing energy efficient LED lighting, limiting

the use of resources, and installing solar panels to move towards energy independence.

3. Develop a tenant incentive program to encourage the use of energy efficiency and resource conservation best management practices.
4. Remain active in the Sea Level Rise initiative, focusing on infrastructure resilience and designs that protect against sea level rise, storm surges and flooding. This includes “trigger points,” developed in concert with the members, to aid in determining when adaptation strategies should be implemented.
5. As part of the Budd Inlet cleanup project and associated projects, develop processes for maintaining Port access and infrastructure through the beneficial use of dredged materials. Dredged materials can be used to create berms or even raise whole areas of the peninsula and downtown Olympia.
6. Establish performance metrics and targets to measure success of programs. Conduct regular reviews to assess the Port's progress and report to the Commission and to the public regularly.
7. Continue seeking environmental certifications, such as Green Marine and Clean Marina, to go above and beyond the minimum standards for addressing climate change and sea level rise.
8. Investigate funding opportunities, as appropriate, from local, state and federal agencies. The Port will seek funds to support existing and identified projects related to climate change and sea level rise mitigation.

Port of Olympia Sustainability Action Plan and Strategy



October 2025

TABLE OF CONTENTS

Building a “Green” Port.	3
Our Path Toward Sustainability.	3
Our Sustainability Action Plan & Strategy.	4
Tools to get us There.	4
Our Top Environmental Goals.	5
Sea Leve Rise Response.	5
Decarbonization/Renewable Energy.....	6
Supporting Regional Initiatives.....	7
Putting it All Together.	8



Building a “Green” Port

Sustainability is not a passing trend for the Port of Olympia. It is a necessity, a way to add value to our stated mission of “Creating economic opportunities and building community for all of Thurston County through *responsible resource use*.” Sustainability planning looks different for every entity, but studies show that the most sustainable operations are also the most profitable in the long term¹. Becoming a sustainable port requires dedicated planning and long-term thinking and this action plan is our blueprint to get there. Global environmental and social challenges continue to grow, so it is vital that the Port of Olympia focuses as much on our social and environmental impact as we do on our business lines, integrating the two for maximum efficiency.

Our Path Toward Sustainability

Thinking toward the future, the Port is taking steps to sustainability by acknowledging and measuring our carbon footprint and promoting a more sustainable circular economy. This action plan and strategy address how we are:

- Monitoring and reducing our environmental impact, waste, and consumption
- Implementing more sustainable business practices, and
- Working toward our long-term sustainability vision and goals

A circular economy keeps materials and products in circulation for as long as possible, involves industrial processes and economic activities that are restorative or regenerative by design, and reduces material use. A circular economy is less resource intensive and recaptures “waste” as a resource to manufacture new materials and products.



¹ <https://instituteofsustainabilitystudies.com/insights/news-analysis/study-finds-sustainable-business-to-be-a-more-profitable-business/>

Our Sustainability Action Plan and Strategy

Below are the high-level items that define our sustainability motivations and environmental concerns, which have informed the Port's long-term sustainability strategy and vision.

Sustainability Motivations – Why does the Port Care about being sustainable?

1. Compliance with local, state and federal environmental regulations
2. Cost savings and efficient use of tax dollars
3. Community building – creating positive relationships
4. Continuity – long term resilience and adaptability

Top environmental and Regulatory Concerns

1. Air quality, especially impacts from cargo ships, terminal equipment, planes and cars
2. Water quality
3. Marine ecosystem health, especially impacts from noise, invasive species and pollution
4. Public access to open spaces

The Port's Sustainability Plan – Strategies for Success

1. Reduce environmental impacts through “green” infrastructure
2. Electrifying operations
3. Improving air and water quality
4. Protecting and increasing biodiversity, especially at the airport and in Budd Inlet

Long Term Vision for the Port

1. Electric fleet of vehicles; electric planes at the airport
2. Solar panels and other sources of renewable energy infrastructure on Port property
3. A healthy Budd Inlet providing for sustainable cargo shipments, providing good jobs
4. Clean air and water through protection of both

Tools to Get us There

The Port is not acting in a vacuum; rather, we need to take advantage of current and future services, resources and partnerships to be successful.

1. Federal Resources
 - a. US DOT Port Infrastructure Development Program
 - b. NOAA National Coastal Resilience Fund
 - c. US DOT PROTECT Grant
 - d. US EPA Pollution Prevention Grant and Clean Port Program
2. State and Public Resources
 - a. Washington State Recreation and Conservation grants
 - b. Washington DOT Port Electrification Program
 - c. Water Quality grants through the Washington Department of Ecology
 - d. Department of Ecology Remedial Action Grants
3. Partnerships
 - a. Watershed Resource Inventory Area 13
 - b. The Squaxin Island and Nisqually Indian tribes
 - c. Thurston Regional Planning Commission
 - d. Olympia Sea Level Rise Collaborative

Our Top Three Sustainability Goals

The following are the top three sustainability goals for the Port of Olympia. These offer more specific, measurable, achievable, relevant and time-based details to our overall strategy.

1. Sea Level Rise (SLR) Response
 - a. Timeframe. The Port's Sea Level Rise Response Plan, shared by the City of Olympia and LOTT, outlines short, medium and long-term goals to address rising sea levels. The short-term goals are mostly complete. Mid-term goals take us through 2035, and long-term goals are expected by 2050, the term of the Plan.
 - b. Trackable Metrics. The Port and its collaborative partners will track:
 - i. Flooding frequency
 - ii. Rate of sea level rise
 - iii. Erosion rates, especially along East Bay
 - iv. Water quality
 - c. Supporting Activities
 - i. Using LiDAR to monitor erosion along East Bay

- ii. Installing backflow devices to prevent water from backing up onto streets
 - iii. Establishing sea level rise adaptation measures for the Peninsula through the master planning process
 - iv. Encouraging tenants to implement their own SLR and climate change responses
 - d. Desire Outcomes. The Port hopes that through the above activities and its participation with regional partners, the Olympia downtown will be resilient enough to survive the rising sea levels.
 - e. Economic Benefits. Retreating from downtown Olympia is not an option. Not only is the financial cost not feasible, but neither is the loss of habitat and the cultural significance of the area. Preserving and protecting the area will allow business to continue thriving, both in downtown proper and on the Port's property.
- 2. Decarbonization/Renewable Energy
 - a. Timeframe. The Port created a Fleet Decarbonization Analysis in 2025 to understand the current vehicle fleet and provide an approach to reducing greenhouse gasses. This is important because, per the Port's most recent greenhouse gas inventory, vehicles are one of the biggest sources of pollution. This Plan has three phases: Introduction, Normalization and Adoption. It is expected that Adoption will be completed ten years from initiation.
 - b. Trackable Metrics.
 - i. Carbon emissions
 - ii. Cost of carbon reduction
 - iii. Percentage of renewable energy from solar, wind and other sources
 - iv. Energy efficiency improvement over a baseline period
 - v. Energy savings; percentage of reduction in energy consumption
 - vi. Capital expenses for carbon reduction – investments
 - c. Supporting Activities
 - i. Regular greenhouse gas inventories
 - ii. Invest in electric vehicles/switch to renewable energy
 - iii. Reduce energy use through improvements to efficiency
 - iv. Prioritize and support public transport in the County
 - v. Improving energy efficiency of Port buildings
 - vi. Infrastructure improvements by the Port like LED lighting and rain gardens

- vii. Tenant Incentivization
 - “Green Leases” that embed sustainable and energy efficient clauses by aligning a landlord and a tenant’s interests
 - Collaborative target setting, working together to reduce emissions, which creates a sense of team
 - Incorporating tenant protections if the tenant does invest in decarbonization efforts
 - viii. Seek environmental certifications, such as Green Marine, to go above and beyond the minimum standards
 - d. Desired Outcomes. The obvious outcomes for the Port are a reduction in greenhouse gas emissions, an increase in green infrastructure and reduced energy usage with a concurrent increase in economic support and output.
 - e. Economic Benefits. By supporting decarbonization and all the aspects, the Port will not only support “green” jobs but will also ensure a clean and healthy environment where local businesses can thrive. This could include lower energy costs.
 - 3. Supporting Regional Initiatives
 - a. Timeframe. This would be an ongoing effort, something the Port supports for the foreseeable future. Initiatives could be short-lived, like a community meeting to discuss our efforts, or long-term, like the activities listed in the Sea Level Rise Response Plan.
 - b. Trackable Metrics.
 - i. Define objectives and key performance indicators, such as job creation, capital investment, changes in green space and reductions in pollution levels
 - ii. Establish baselines and milestones
 - iii. Track progress of the objectives through timelines, budgets, and accomplishments
 - c. Supporting Activities
 - i. Cooperate in regional economic activities, such as the Thurston County Chamber.
 - ii. Promote cultural exchange with local community groups and tribes.
 - iii. Participating in local activities that promote sustainability
 - iv. Offer financial incentives, via grants, to local sustainability organizations

- v. Foster good political will with local and national leaders
- d. **Desired Outcomes.** The best outcome for the Port would be the involvement in and strengthening of local partnerships in environmental and climate sustainability. This will enable the multiple parties to work more efficiently and provide a synergistic impact that each entity may not realize offer on its own.
- e. **Economic Benefits.** By supporting regional initiatives, the Port can aid others while at the same time, incorporate their successes into Port operations. This, in turn, will improve the economic climate of the entire region.

Putting it all Together

This sustainability plan marks a critical step forward, transitioning your port toward a more resilient, environmentally responsible, and prosperous future. The successful implementation of these initiatives is not an end in itself but the foundation for an ongoing journey of progress. Realizing a truly sustainable port ecosystem requires collective action, involving not only our organization but also our partners, stakeholders, and the community. By prioritizing decarbonization, investing in green infrastructure, and enhancing operational efficiencies, we are not only mitigating our environmental impact but also ensuring our long-term economic competitiveness and resilience against future climate challenges. Moving forward, we remain dedicated to a process of continuous innovation, collaboration, and transparent reporting to ensure the Port continues to thrive as a vital economic engine while acting as a responsible steward of our environment and a positive force for our community.



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