



PORT of OLYMPIA

Serving All of Thurston County

Commission Special Meeting / Work Session

Monday, November 17, 2025

3:00 PM

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

The meeting agenda is available on the Port's website as of November 13, 2025.

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

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

<https://us06web.zoom.us/j/85483568473?pwd=aIxRi8zbAhfDHezxPdqvOkrM4KIbRT.1>

or Telephone: 1 253 215 8782

Webinar ID: 854 8356 8473

Passcode: 106831

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

AGENDA

- A. Call to Order
- B. Approval of Agenda
- C. Environmental Policy Updates
- D. Port of Olympia Citizens Advisory Committee (POCAC) Discussion
- E. Budget 2026 Final Adjustments
- F. Agenda Setting Topics
- G. 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: 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:

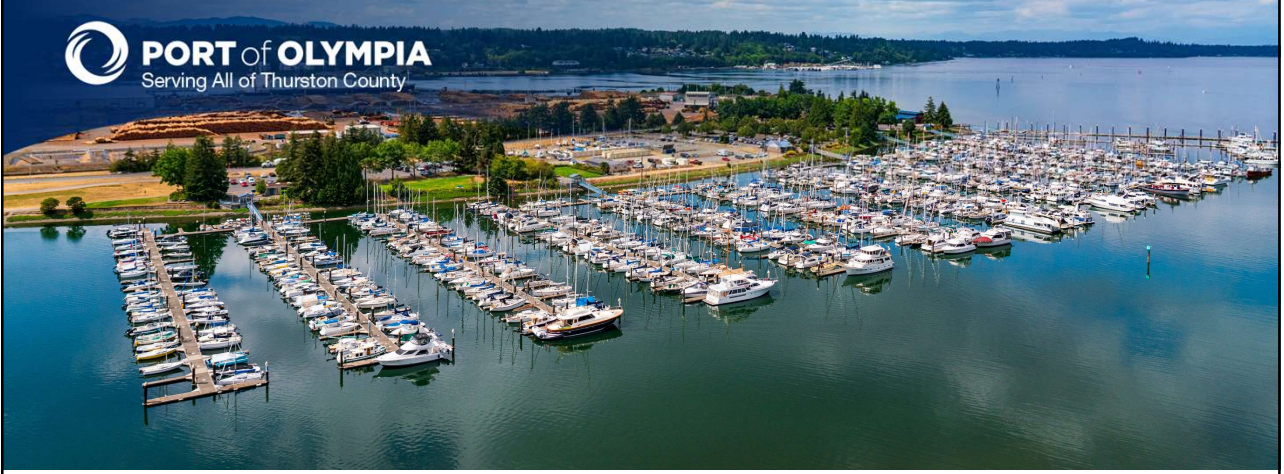
PowerPoint Presentation
Draft Climate Change Policy

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.



PORT of OLYMPIA
Serving All of Thurston County

Environmental Policy Updates

Jonathon Wolf, Environmental Manager
Shawn Gilbertson, Director of Environmental Planning and Programs
November 17, 2025



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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



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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.”



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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.



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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



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Environmental Policies

Operational Policies Summarized

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



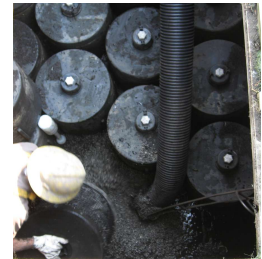
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Environmental Policies

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



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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.

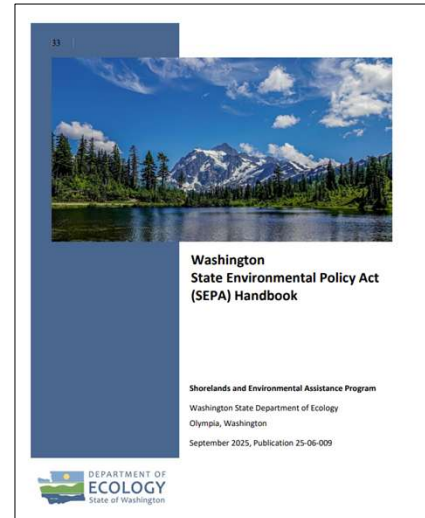
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SEPA Policy Potential Updates

- 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



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Climate Change Policy (draft)

- Recognizes the urgent need to respond to 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 and partnerships
 - Improve air and water quality

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 need to respond to climate change with a sense of urgency. The Port is committed to fostering a sustainable and resilient port operation that minimizes emissions where possible and builds resilience to climate change impacts, including sea level rise.

According to the US EPA, transportation is the largest contributor of greenhouse gases to the atmosphere. Though the Port is not a major source of transportation related greenhouse gases directly, as the owner of an airport and a marine terminal, as well as a collaborative county partner, the Port is well positioned to influence emissions reductions and build resilience against climate change impacts.

GOALS: The Port has multiple goals to reduce greenhouse gas emissions and build resilience to the impacts of climate change, including sea level rise. Those goals include the following:

1. Reduce greenhouse gas (GHG) emissions, focusing on the marine terminal, airport, and administrative processes.
2. Prepare for and adapt to sea level rise by supporting the Sea Level Rise Collaborative and creating strategies specific to the peninsula.
3. Improve air and water quality at all Port facilities through proactive management.
4. Collaborate with community partners, including Thurston County governments and pseudo governmental agencies, community groups and institutions to deliver comprehensive greenhouse gas reductions programs and resilience building.

IMPLEMENTATION STRATEGIES: The following strategies will aid the Port in preparing for climate change.

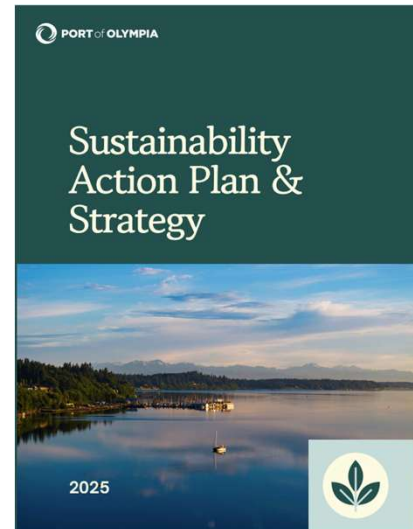
1. Electrification of Port Infrastructure, including the use of electric vehicles by Port staff. As practicable, transition to alternative fuel sources on the marine terminal, such as propane forklifts. Encourage the growth of electric planes at the airport, including electric "taxi" that can contribute to the greater air travel infrastructure. If possible, investigate using shore power so ships need not run engines while berthed.

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Sustainability Plan Draft

- Implement Port Climate Change Policy
- Greenhouse Gas Emissions reductions
- Build resilience to Climate Change
- Focus on Partnerships and Collaboration with local governments and tribes
- Tenant incentivization: green leases and collaborations
- Eligibility for Federal and State grants



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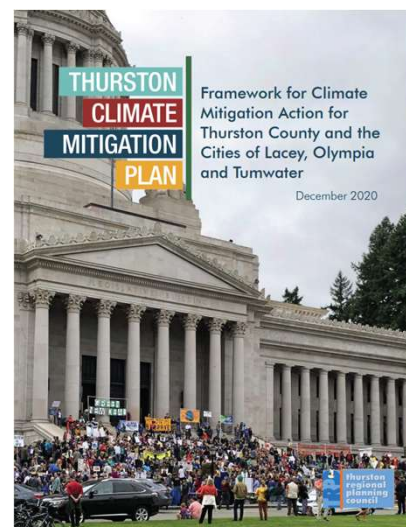


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Regional Approach

Success depends on Collaboration

- Thurston Climate Mitigation Plan – resolutions
- Olympia, Tumwater, Lacey, Thurston County, and WA State have the regulatory authority, but we can partner with them on regional efforts
- Tribes are vital partners



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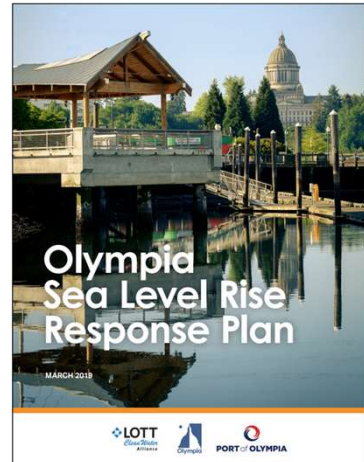


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Example Goal: Climate Change Resilience

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



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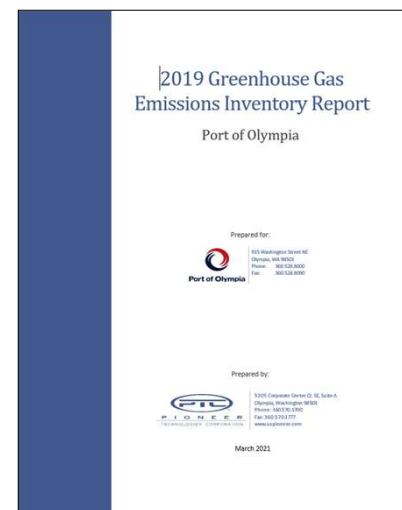


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Example Goal: Decarbonization

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



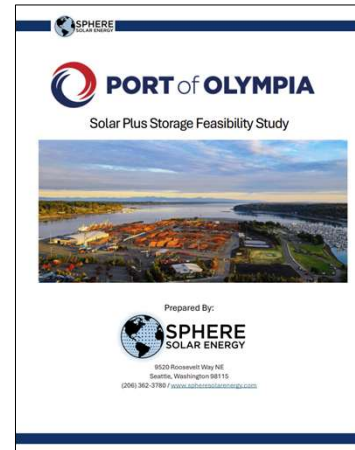
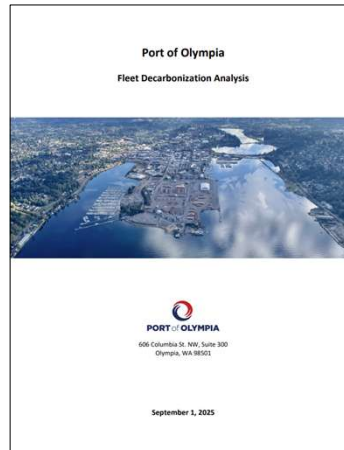
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Decarbonization Efforts for Port Operations

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



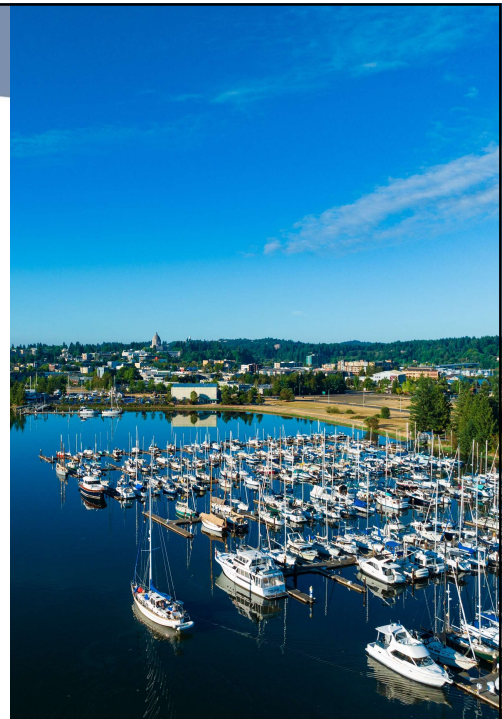
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Policy Update Schedule

- Finalize drafts based on Commission input Q4 2025
- Port internal and legal review Q1 2026
- Make necessary edits to operational environmental policies Q1 2026
- Commission advisory on final draft Q1 2026
- Adopt updated policies Q2 2026



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Questions and Comments

We want these policies to reflect Commission priorities.

Are there items missing from this preliminary planning effort?

What other focus areas would the Commission like to see?

Thank you!

 PORT of OLYMPIA POLICIES & PROCEDURES MANUAL		Page:	
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Policy:	CLIMATE CHANGE 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. Develop and regularly update a Port Sustainability Action Plan to guide implementation of this Climate Change Policy.
2. 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.

3. 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.
4. Develop a tenant incentive program to encourage the use of energy efficiency and resource conservation best management practices.
5. 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.
6. 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.
7. 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.
8. 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.
9. 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.