



Commission Work Session
Monday, October 19, 2026
4:00 PM

Percival Plaza - Olympics Room
626 Columbia Street NW, Suite 1-B
Olympia, WA 98501

The meeting agenda is available on the Port's website as of October 15, 2026.
<https://www.portolympia.com/commission>

AGENDA

- A. Call to Order
- B. Approval of Agenda
- C. Peninsula Master Plan
- D. Port of Olympia Community Advisory Committee (POCAC) Tasks
- E. Adjourn

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

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

<https://us06web.zoom.us/j/83179517962?pwd=HDSOv7H1u8tbYN4ZRqwwG3owyeYp1.1>

or Telephone: 1 253 215 8782

Webinar ID: 831 7951 7962

Passcode: 369387

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 19, 2026
Staff Contact/Title:	Mike Reid, Director of Community and Economic Development, miker@portolympia.com; with Paul Brewster, Senior Planner, Thurston Regional Planning Council
Subject:	Port Peninsula Planning: A Two-Plan Approach and the Community Waterfront Plan Scope of Work
Purpose:	☒ Information Only ☐ Decision Needed

Type of Agenda Item:

Briefing

Background:

In May 2025 the Port and Thurston Regional Planning Council (TRPC) executed a master interlocal agreement (No. 2025-1000) for planning and data services. TRPC's first task order (August 2025, not to exceed \$50,000) was to review past plans, define the planning area, engage partners, and prepare a scope of work for a Port Peninsula Master Plan. The Commission was briefed at an October 2025 kickoff, TRPC interviewed each Commissioner in the first quarter of 2026, and at the May 18, 2026 work session the Commission completed a policy foundation and priority-setting exercise, sorting 21 Vision 2050 actions into what carries forward, what to explore, and what is out of scope. The Commission reshaped its goals at its August 12, 2026 retreat.

TRPC delivered the full Master Plan scope to staff in August 2026. At \$1.08 to \$1.58 million over about 27 months, including a SEPA Environmental Impact Statement, it exceeded both the amount budgeted and the anticipated timeline. Port and TRPC staff then worked together to reorganize the work into modules that can move forward on an actionable and budget supported timeframe.

Summary and Financial Impact:

Staff and TRPC propose splitting Port Peninsula planning into two complete plans, organized by purpose. The Community Waterfront Plan covers Northpoint, Swantown Marina, the Market District and Port Plaza, and the East Bay District (about 57 acres and 5,746 feet of shoreline) and advances Commission Goals 2 and 3. The Working Waterfront Plan covers the Marine Terminal and Swantown Boatworks (about 85 acres) and advances Goal 1; it would follow as its own effort, with a target start in 2028 and budget to be determined. Each plan would have its own specialized scope, consultant team, analysis needs, metrics of success, and Commission adoption.

The Community Waterfront Plan would run about 13 months, from December 2026 to December 2027, and answer six questions: reuse of the historic KGY Station; the balance

of lease revenue and public access on the developable sites; improvements and operating models for plazas and gathering spaces; Billy Frank Jr. Trail and water access; the walking connection between the trail, the Farmers Market, and Percival Landing; and a long-term parking strategy. All options will be planned to fit alongside Marine Terminal and Boatworks operations, and the work will be coordinated with the City of Olympia's Downtown Olympia Waterfront Vision.

- **Prior presentations:** October 2025 kickoff briefing; May 18, 2026 work session (policy foundation and priority-setting exercise); August 12, 2026 Commission retreat.
- **Affected parties:** Port tenants and Swantown Marina moorage customers; Marine Terminal and Swantown Boatworks operators; the Olympia Farmers Market and Hands On Children's Museum; event organizers and recreation groups; the City of Olympia; tribes and agency partners; and residents and visitors from across Thurston County.
- **Business, economic development or community benefits:** an adopted plan to guide leasing, capital planning, grant applications, and development decisions; response to growing demand for events and activation at Port Plaza and Northpoint; a framework for the hospitality opportunity at Swantown Marina and reuse of the KGY building; expanded marine recreation and waterfront access; and a coordinated downtown waterfront with the City.
- **Financial impact:** \$450,000 total, held as a hard cap: \$150,000 for TRPC project management and engagement, a \$280,000 not-to-exceed consultant contract, and a \$20,000 Port-held contingency. Sufficient budget is in place to start this phase of work in 2026; the balance is proposed in the 2027 budget. Any change in scope must be reconciled to the \$450,000.
- **Next steps/schedule:**
 - October 19, 2026, Commission support and feedback;
 - November to December 2026, draft and launch the RFP for the technical consultant team, with responses by the end of the year;
 - January 2027, consultant team on board;
 - December 2027, Commission action on the Community Waterfront Plan.

Alignment with Vision 2050:

Focus Area(s) – Goal(s) – Action Item(s)

Destination Waterfront – Commission Goals 2 and 3 – Actions #12 (welcoming Peninsula and downtown, with Olympia), #13 (Port Plaza and Market District amenities), #17 (parking and transit for visitors), #18 (another destination anchor tenant)

Marina and Boatworks – Commission Goal 2 – Actions #8 (water access for smaller boats and recreational vessels), #9 (Swantown to downtown bike, pedestrian, and transit connectivity)

Environmental Sustainability – Commission Goal 7 – Actions #35 (cleanup and restoration), #37 (climate adaptation and mitigation)

Communications, Engagement and Partnerships – Commission Goals 3 and 9 – Action #53 (community recreation, open space, and placemaking strategy)

The Commission carried each of these actions forward as baseline direction in the May 18, 2026 exercise, except #53, which it asked to explore through options. The Community Waterfront Plan is designed to carry that direction into an adopted plan.

Environmental Considerations and Review:

The Community Waterfront Plan is a planning study. The planning team will compile existing environmental information through a desktop review (cleanup and remediation status, shoreline and habitat conditions, sea level rise exposure, and cultural resources records), apply cleanup, restoration, and climate resilience lenses to every option, and identify in the implementation strategy the future environmental review and permitting that individual projects would require. Port staff will complete a SEPA Checklist for the planning study.

Alternatives Considered:

- **One combined Port Peninsula Master Plan (August 2026 scope):** \$1.08 to \$1.58 million over about 27 months, funded in two phases, with a full EIS. Not recommended: it exceeds the budget and timeline and combines work that needs different expertise, stakeholders, and levels of environmental review.
- **Working Waterfront Plan first:** Not recommended at this time. The community waterfront has more settled Commission direction, growing activation demand, pending decisions, and a ready partner in the City.
- **Defer planning:** Not recommended. Event requests, the hospitality opportunity, KGY reuse, and partner needs would continue to be decided case by case, repeating the outcome of the 2021 Destination Waterfront effort.

Staff Recommendation:

This is a briefing; no motion is requested. Staff requests the Commission's support for splitting Port Peninsula planning into two complete plans, beginning with the Community Waterfront Plan, and the Commission's feedback on the Community Waterfront Plan scope of work ahead of anticipated approval of the scope and \$450,000 budget in November 2026.

COVER MEMO

Briefing Date/Time: October 19, 2026
Staff Contact/Title: Alex Smith, Executive Director, 360-528-8001
alexs@portolympia.com
Subject: Potential POCAC Tasks
Purpose: ☐ Information Only ☐ Decision Needed

Type of Agenda Item:

Work Session Topic

Background:

On June 8, 2026 the Commission passed Resolution 2026-05 updating the rules governing the Port of Olympia Community Advisory Committee (the POCAC). The Resolution provides for a 15-member POCAC, with a goal of having three members from each of the Port of Olympia election districts. Each Commissioner appoints three POCAC members.

The Resolution also calls for task to be assigned to the POCAC by the Commission. Commissioners requested an opportunity to discuss potential tasks for the POCAC in advance of the "new" POCAC's first meeting on October 20th.

The existing "Public Amenities" subcommittee has developed task and has utilized the task form for discussion.

Document(s) Attached:

- POCAC Task Form
- Waterfront Improvement POCAC Task Request Form



POCAC Task Request Form

Date Assigned:

Name of Task:

Origin and Need of Task:

Description of the issue, analysis or work needed, and the deliverables:

Alignment with Port Vision 2050 priorities:

Timeline for completing the task:

Resources, including staff, needed for task completion:

Anticipated budget:

Full POCAC or Subcommittee:

Commission Endorsement

Jasmine Vasavada, President

Sarah Montano, Vice President

Joel Hansen, Secretary

Jerry Toompas

Krag Unsoeld

POCAC Task Request Form

As required by Exhibit A of POCAC Resolution 2026-04

Date assigned: TBD

Name of task: Quicker, Cheaper, Faster Public Waterfront Improvements

Origin and need of task: The Port is seeing more use of its public waterfront for public events. Often, improving public spaces gets caught in a cycle of bureaucracy or long-range planning because when big investments are contemplated, the risk of “getting it wrong” goes up. Project for Public Spaces is a nonprofit that encourages owners and stewards of public spaces to experiment with rapidly deployed, low-cost placemaking improvements to reduce risk and analysis paralysis. We propose evaluating and auditing public events held in publicly accessible areas of the Port Peninsula, such as the Port Plaza and Northpoint area, by interviewing event planners and organizers from this year. Our goal is to identify low-cost and rapid improvements that could make the property more functional for supporting these kinds of activities.

Description of the issue at hand, analysis or work needed, and the

deliverables: Interview users (event organizers) who recently used port properties to understand what low-cost amenities or operational changes would be beneficial. Examples of suggestions could include, ie. water dispensing system, wifi booster, event restroom trailer contract, clearer signage identifying event parking, etc.

The deliverable would be a set of recommended small scale and simple investments (targeted at under \$10,000 apiece) that the Port can make over time to make their public spaces more functional for hosting events and activities.

Alignment with Port Strategic / Vision 2050 Priorities: Vision 2050 Goal #4: Turn the Port Peninsula into a premier destination by adding attractions, increasing accessibility, and maintaining a clean and safe environment.

Timeline for completing the task: TBD. Interviews will commence after the summer event season of 2026

Resources, including staff, needed for task completion:

- Taber Lee, Marketing & Communications
- Jessie Bensley & Britt Hoglund, Real Estate
- Mike Reid, Community and Economic Development

Budget:

- The Port will want to potentially budget for annual implementation (suggested \$10K per year)
- No expense for task work

Commission endorsement/approval

Jasmine Vasavada, President

Sarah Montana, Vice President

Joel Hansen, Secretary

Jerry Toompas

Krag Unsoeld