



Commission Meeting Minutes Monday, July 25, 2022

Commission President Bob Iyall called the Commission Meeting of July 25, 2022 to order at 5:30 p.m. at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington.

Present

Commissioners: Bob Iyall, President; Amy Evans Harding, Vice President; and Joe Downing, Secretary.

Staff: Sam Gibboney, Executive Director; Rick Hughes, Port General Counsel; Lisa Parks, Executive Services Director; Rudy Rudolph, Operations Director; Matt Peach, Finance Director; Warren Hendrickson, Airport Senior Manager; and Missy Goodell, Executive and Commission Coordinator.

Public: Seven participants.

Executive Session

Commissioner Iyall reported that an execution session was held from 4:02 to 5:15 p.m. to review the performance of a public employee in accordance with RCW 42.30.110(1)(g); no actions were taken during Executive Session.

Approval of Agenda

Commissioner Downing moved to approve the agenda with an amendment to the Advisory Calendar to add Agenda Item Number 4 before Public Comment: "Discussion of DES Proposed Draft MOU which includes affected parties to the EIS, expected in late 2022." The Amended Agenda was seconded by Commissioner Evans Harding with the motion passing unanimously.

Executive Director Report

Executive Director Sam Gibboney reported on recent Port events and activity.

Public Comment

Seven people provided comments.

CONSENT CALENDAR

The Consent Calendar included Voucher Batch #22-25.5.

Commissioner Downing moved to approve the Consent Calendar as presented; Commissioner Evans Harding seconded. Motion carried.

ACTION CALENDAR

Resolution 2022-06 Commission Rules Update

Executive Director Sam Gibboney gave a presentation on an update to the Rules Resolution.

The Rules Resolution was last updated on May 9, 2022. Since then, Commissioner Evans Harding has brought forth the suggestion to eliminate the separate pull out for vouchers over \$200,000 in the form of a Special Report that was brought to the Commission in a draft revision on June 27th. Items over \$200,000 would be enumerated on the Consent Calendar with both the amount and the payee listed directly on the agenda.

Commissioner Evans moved to approve Resolution 2022-06, a Resolution of the Port of Olympia Commission adopting Rules governing the transaction of port commission business and superseding Resolution 2022-05. Commissioner Downing seconded the motion. Motion passed.

5-Member Commission Ballot Proposition

Sam Gibboney, Executive Director provided background on the possibility of increasing the Port of Olympia's commission from three to five members concurrently with the Thurston County Commission, which is also considering increasing from three to five commissioners. A joint Resolution of Intent was developed and approved by the Port Commission in December of 2021. Timeline of the entire process was shared as well as cost considerations for redistricting and election.

A Memorandum of Understanding was also included that would initiate and implement the resolution in particular the cost-sharing agreement as well as moving forward with the Redistricting Committee.

Commissioner Downing moved to approve Resolution 2022-07 submitting a proposition to a vote by the qualified voters of the Port District whether the number of commissioners of the Port District should be increased from three commissioners to five commissioners, each assigned to one of the newly drawn separate districts. Commissioner Evans Harding seconded the motion as presented. Discussion followed. Motion passed unanimously.

The Commission then considered a second action:

Commissioner Downing moved to authorize the Commission President to execute the Memorandum of Understanding between the Port of Olympia and Thurston County for the purpose of implementing Joint Resolution No. 2021-11 between the parties regarding drafting proposed new districts if the proposed ballot measures increasing the respective parties' Commission or Board of Commissioners from three to five are approved by the voters. Commissioner Evans Harding seconded the motion. Motion passed unanimously.

ACTION/OTHER CALENDAR

Ballot Proposition Committees

Port General Counsel, Rick Hughes, reported that related to the Resolution that was just approved, the Port of Olympia Commission is required to appoint "For" and "Against" Committees regarding the Ballot Proposition that will appear next November. The Committees are limited to up to 3 individuals per Committee and as few as 1. When decisions are made with regard to members of each committee, that will become part of the filing that Rick will prepare and send to the County Auditor. This informs the County Auditor who will serve on those committees. Those committees will have an opportunity to meet and prepare a statement that is submitted to the voter's pamphlet. Discussion followed.

Rick Hughes confirmed Port of Olympia Commission recommendations for Ballot Proposition Committees:

"For" Committee member recommendations: Doug Mah, Deb Pattin and Clydia Kookendahl.

"Against" Committee member recommendations: No one was identified for the "Against" Committee, however, JJ Lindsay, community member, will be sent an application as a possible "Against" Committee member.

Public Comments on Action/Other Items

Four individuals provided comments on Action/Other Items.

ADVISORY CALENDAR

Swantown Dock Electric Upgrade Contract

Lisa Parks, Executive Services Director provided information on a potential Capitol project that may require Commission action on the August 8 Commission Meeting in order to award the project. Contract awards over \$300,000 requires Commission authorization. Next steps were shared. Discussion followed.

Lacey CBC Roof Replacement Contract

Lisa Parks, Executive Services Director, gave a project description and background information on the CBC roof replacement and the fact that this is now a Capitol project requiring Commission approval.

When original repair work was discussed it was before the winter of 2021, and the project was classified as an Operating expense. Additional snow damage to the roof in 2021 and 2022 requires that the roof be replaced and the project is now classified as a Capitol project, requiring Commission approval.

The Capital Budget will require Amendment as this project is on that list. The Capital Budget Amendment is next on tonight's agenda.

2022 Capital Budget Amendment

Lisa Parks, Executive Services Director, reported that the Annual Capital Budget Adoption authorizes 1) total dollar amount and 2) a list of projects for the year.

As the above-referenced project, the Lacey CBC Roof Replacement, recently became a Capital project, it is necessary for the Commission to amend the 2022 Capital Budget. The Commission was informed that this amendment would be coming forward soon for their approval, with the amendment solely to include the CBC Roof Replacement with no change in total Port funds expended.

Discussion of DES Proposed Draft MOU including affected parties to the EIS expected in late 2022

Commissioner Downing provided a briefing on the Proposed Draft Memorandum of Understanding with the Department of Enterprise Services. The draft MOU will include affected parties to the EIS and is expected in October 2022. The purpose of the MOU is to show intent for working in the future for the long-term management and maintenance of the waterways that include both the navigational channel

and turning basin (as managed by the Army Corp of Engineers) as well as the other waterways, in particular ones that service the marinas in the area.

Public Comment on Advisory Items

Two individuals provided comments on Advisory Items.

Commission Reports/Discussion

Commissioners provided updates to their recent community activities.

Other Business

None.

Meeting Announcements

Executive Director Gibboney provided information on upcoming Commission meetings:

Adjournment

Commissioner Evans Harding moved to adjourn. Seconded by Commissioner Downing. Motion passed unanimously. The meeting adjourned at 7:35 p.m.

PORT OF OLYMPIA COMMISSION

Bob Iyall

[Bob Iyall \(Dec 4, 2022 13:26 PST\)](#)

President, Bob Iyall

Amy Harding

[Amy Harding \(Mar 15, 2023 09:54 PDT\)](#)

Vice President, Amy Evans Harding

J Downing

[J Downing \(Mar 15, 2023 08:28 PDT\)](#)

Secretary, Joe Downing