



Special Commission Work Session Minutes Monday, October 17, 2022

Commission Vice President Amy Evans Harding called the Special Commission Work Session of October 17, 2022 to order at 1:01 p.m. at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington.

Present

Commissioners: 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; Allyn Roe, Business Development and Real Estate Director; Warren Hendrickson, Airport Senior Manager; Aletia Alvarez, Capital Projects Senior Manager; Emily Madsen, Communications and Marketing Coordinator; Hannah Ellis, Accounting Coordinator; and Missy Goodell, Executive and Commission Coordinator.

Attended Remotely: Bob Iyall, President.

Guests: Jim Maul, Gemini Environmental Strategies; Erik Gerking, Port of Everett; and Leah Whitfield, Aviation Planning Group.

Public: Five individuals attended.

Approval of Agenda

Commissioner Downing moved to move up agenda item number 6, *Budd Inlet – Port Large Scale Remediation Project Examples*, to number 5 on the agenda. Commissioner Evans Harding seconded the motion to approve the amended agenda. Motion passed unanimously.

Public Comment

Five individuals provided comments.

Action Calendar

Capitol Lake – Deschutes Estuary MOU – Lisa Parks, Executive Services Director, presented the final version of the *Capitol Lake – Deschutes Estuary Memorandum of Understanding for Governance and Funding of a Restored Estuary*. Jim Maul, lead engineer with Gemini Environmental Strategies, and Erik Gerking, Director of Environmental Programs from the Port of Everett, provided additional information on actual large-scale projects that were accomplished at the Port of Everett.

Commission Discussion

Detailed discussion followed.

Public Comment on Action Item

One individual provided comments.

Motion: Commissioner Iyall moved to authorize the Executive Director to sign the Capitol Lake – Deschutes Estuary Memorandum of Understanding for Governance and Funding of a restored estuary, as presented. Commissioner Downing seconded the motion. Motion passed unanimously.

Advisory Calendar

Budget Workshop – Matt Peach, Finance Director presented the 2023 Draft Preliminary Operating Budget and the Capital Investment Plan.

Study Session: CIP, Review of Tax Levy Uses, Community Events and Sponsorships – Lisa Parks, Executive Services Director, provided an overview of the Capital Investment Plan and the Tax Levy and Tax Levy Uses. Emily Madsen, Marketing and Outreach Coordinator, provided a review of the 2023 Draft Port Community Events and Sponsorships Budget.

Study Session: Environmental Budget Review – Lisa Parks, Executive Services Director provided a detailed review of the 2023 Draft Port Environmental Budget.

Airport Master Plan Update – Warren Hendrickson, Airport Senior Manager and Leah Whitfield, Aviation Planning Group provided an overview and status update of the Port of Olympia Airport Master Plan Update.

Commercial Aviation Coordinating Commission (CACC) Update – Warren Hendrickson, Airport Senior Manager, provided an update on the Commercial Aviation Coordinating Commission.

Upcoming Topics

Sam Gibboney, Executive Director, shared upcoming topics and agenda items.

Meeting adjourned at 5:32 pm.

Executive Session: Immediately following the Commission Work Session, the Port of Olympia Commission held an executive session to discuss matters relating to potential litigation (RCW 42.30.110(1)(i)). The executive session recessed at 6:03 p.m. with no action taken.

PORT OF OLYMPIA COMMISSION

President, Bob Iyall

Vice President, Amy Evans

Secretary, Joe Downing