



Commission Meeting Minutes Monday, April 10, 2023

Commission President Amy Harding called the Commission Meeting of April 10, 2023, 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: Amy Harding, President; Joe Downing, Vice President; and Bob Iyall, Secretary.

Staff: Sam Gibboney, Executive Director; Rudy Rudolph, Operations Director; Rick Hughes, Port General Counsel; Ben McDonald, Director of Human Resources and Administration; Patricia Soule, Director of Finance; Warren Hendrickson, Airport Senior Manager; Danny Kim, GL Accountant; and Missy Goodell, Executive and Commission Coordinator.

Public: Seven attendees attended virtually over Zoom.

Approval of Agenda

Commissioner Downing moved to approve the agenda as presented; Commissioner Iyall seconded the motion. Motion passed unanimously.

Executive Director Report

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

Public Comment

None.

Consent Calendar

Commissioner Iyall moved to approve the Consent Calendar as amended. Commissioner Downing seconded. Motion passed unanimously.

Pending Issues

Executive Director Gibboney provided a brief update to Pending Issues.

Action Calendar

ExelTech On-Call Professional Services Agreement Amendment No. 1. Patricia Soule, Director of Finance, presented information to the commission to authorize an approved agreement amendment for ExelTech to provide authorized services in environmental planning, civil and structural engineering, landscape architecture, and project/construction management.

Motion: Commissioner Downing moved to authorize the Executive Director to sign a contract amendment with ExelTech to continue providing on-call professional services, extending the term of the agreement through December 31, 2024, and adding \$200,001 for a new total not to exceed amount of \$300,000.00. Commissioner Iyall seconded the motion. Motion passed unanimously.

Skillings On-Call Professional Services Agreement Amendment No. 1. Patricia Soule, Finance Director, presented information to the commission to authorize an approved agreement amendment for Skillings to provide authorized services in environmental planning, civil and structural engineering, landscape architecture, and project/construction management.

Motion: Commissioner Iyall moved to authorize the Executive Director to sign a contract amendment with Skillings to continue providing on-call professional services, extending the term of the agreement through December 31, 2024, and adding \$200,001 for a new total not to exceed amount of \$300,000.00. Commissioner Downing seconded the motion. Motion passed unanimously.

SCJ Alliance On-Call Professional Services Agreement Amendment No. 1. Patricia Soule, Finance Director, presented information to the commission to authorize an approved agreement amendment for SCJ Alliance to provide authorized services in environmental planning, civil and structural engineering, landscape architecture, and project/construction management.

Motion: Commissioner Downing moved to authorize the Executive Director to sign a contract amendment with SCJ Alliance to continue providing on-call professional services, extending the term of the agreement through December 31, 2024, and adding \$200,001 for a new total not to exceed amount of \$300,000.00. Commissioner Iyall seconded the motion. Motion passed unanimously.

Action/Other Calendar

There were no items on the Action/Other Calendar.

Public Comment on Action/Other Items:

No public comments were provided.

Advisory Calendar

Five Member Commission Educational Materials – Sam Gibboney, Executive Director, gave historical background and the goals of educating the public about the two new Port Commission positions and ensuring that Thurston County voters are aware of the increased number of commission positions and new district boundaries. In order to provide more information, the Port of Olympia will be conducting a Port 101 Workshop on Saturday, April 29 from 9:00 to 11:30 am in the Olympics Room at 606 Columbia Street NW, Olympia. It is requested that individuals interested in attending register on the Port's website.

Public Comment on Advisory Items

One individual provided comments.

Adjournment

Commissioner Iyall moved to adjourn. Commissioner Downing seconded the motion. Motion passed 2 to 1.

The meeting adjourned at 5:49 p.m.

PORT OF OLYMPIA COMMISSION

Comm. Harding

Comm. Harding (Jan 2, 2024 08:22 PST)

President, Amy Harding

Comm. Downing

Comm. Downing (Dec 26, 2023 22:02 PST)

Vice President, Joe Downing

Comm. Iyall

Comm. Iyall (Jan 2, 2024 07:02 PST)

Secretary, Bob Iyall