



**Commission Meeting Minutes**  
**Tuesday, May 28, 2024**

Commission President Bob Iyall called the Commission meeting of May 28, 2024, to order at 5:31 p.m. at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington.

**Present**

Commissioners: Bob Iyall, President; Jasmine Vasavada, Vice President; Sarah Tonge, Secretary; Maggie Sanders and Amy Harding.

Attended Virtually: Rick Hughes, Port General Counsel; Warren Hendrickson, Director of Operations.

Staff: Alex Smith, Executive Director; Camille St. Onge, Director Strategic Initiatives and Commission Affairs; Tad Kopf, Director of Finance; Shawn Gilbertson, Director of Environmental Planning and Programs; Chris Paolini, Airport Senior Manager; Emily Girton, Marketing and Outreach Coordinator; and Missy Goodell, Executive and Commission Coordinator.

Guests/Speakers Attending Virtually: Scott Bauer and Ryan Neumeister, NW Municipal Advisors.

**Approval of Agenda**

Commissioner Tonge moved to approve the agenda as presented; Commissioner Sanders seconded the motion. Motion passed unanimously.

**Executive Director Report**

Alex Smith, Executive Director, provided an update on port events and activities.

**Public Comment**

Two individuals provided public comments.

**Consent Calendar**

Commissioner Harding moved to approve the consent agenda as presented; Commissioner Tonge seconded the motion. Motion passed unanimously.

**Pending Issues or Business**

None.

**Action Calendar**

Port of Olympia Small Cities Program Award Decision. Tad Kopf, Director of Finance, reported that the cities of Bucoda, Rainer, Tenino and Rochester applied for this grant.

*Motion:* Commissioner Sanders moved to approve grant matching funds to the communities of Rainer, Tenino, Bucoda and Rochester not to exceed \$10,000.00 per applicant, in accordance with the Small Cities Program guideline. Commissioner Tonge seconded the motion. Motion passed unanimously.

**Action/Other Calendar**

None.

**Advisory Calendar**

Port Debt Reduction Evaluation. Tad Kopf, Director of Finance, presented options for debt reduction and pending bond payments for the commission to consider. Scott Bauer and Ryan Neumeister of NW Municipal Advisors provided historical and relevant information.

One individual provided public comment.

Budd Inlet and Habitat Conservation Plan Budget Amendments: Shawn Gilbertson, Director of Environmental Planning and Programs, gave a presentation highlighting two potential 2024 budget amendments. The first budget amendment is to the Budd Inlet Cleanup and Restoration project. The second budget amendment is an opportunity to partner with the City of Tumwater to purchase prairie land for Mazama Pocket Gopher and Streaked Horned Lark habitat mitigation has presented itself. Action on these items will be requested at a future meeting.

One individual provided public comment.

**Commissioner Reports/Discussion**

Each commissioner provided an update of their current activities in the community.

**Other Business**

None.

**Meeting Announcements**

Executive Director Alex Smith provided information on upcoming Commission meetings.

**Adjournment**

The meeting adjourned at 7:11 p.m.

PORT OF OLYMPIA COMMISSION



Bob Iyall, President



Jasmine Vasavada, Vice President

*Sarah R. Tonge*

Sarah Tonge, Secretary

*Maggie Sanders*

Maggie Sanders

*Amy Harding*

Amy Harding