



Commission Meeting Minutes Monday, Aug. 12, 2024

Commission President Bob Iyall called the Commission meeting of Aug. 12, 2024, 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; Jasmine Vasavada, Vice President; Sarah Tonge, Secretary; Amy Harding, and Maggie Sanders.

Staff: Alex Smith, Executive Director; Chris Pierce-Wright, General Counsel with Dickson Frohlich Phillips Burgess; Warren Hendrickson, Director of Operations; Camille St. Onge, Director Strategic Initiatives and Commission Affairs; Shawn Gilbertson, Director of Environmental Planning and Programs; Chris Paolini, Airport Senior Manager; James Sommer, Capital Assets Program Manager; Clarita Mattox, Real Estate Senior Manager; Karen Andrade, Environmental Communications Specialist; Emily Girton, Marketing and Outreach Coordinator; and Missy Goodell, Executive and Commission Coordinator.

Guests: Cheryl Heywood, Timberland Regional Library Executive Director, Joel Hansen, Port of Olympia Citizens Advisory Committee Chair, and Don Krug, Port of Olympia Citizens Advisory Committee Member.

Approval of Agenda

Commissioner Vasavada moved to approve the agenda as presented; Commissioner Tonge seconded the motion.

Commissioner Sanders moved to amend the agenda so that Action Item H2 (Option to Ground Least 5th Amendment – NMIC-Panattoni) precedes Pending Issues or Business Items G1 (Timberland Regional Library Briefing) and G2 (Port of Olympia Citizens Advisory Committee Update Briefing) as well as Action Item H1 (Contract Approval – Waterfront Center Architectural Contract). Commissioner Tonge seconded the motion. The amended motion passed unanimously.

Executive Director Report

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

Public Comment

Five individuals provided public comments.

Consent Calendar

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

Action Item

Option to Ground Lease 5th Amendment – New Market Industrial Campus – Panattoni. Warren Hendrickson, Director of Operations, provided background on this lease and the requested amendment.

Motion: Commissioner Tonge moved to authorize the Executive Director to execute Option to Ground Lease 5th Amendment, extending the due diligence and HCP completion dates to February 28, 2025. Commissioner Sanders seconded the motion. Motion passed with 4 votes. Commissioner Harding voluntarily recused herself for conflict of interest.

Pending Issues or Business

Briefing: Timberland Regional Library Workforce Development and Program Updates. Camille St. Onge, Director of Strategic Initiatives and Commission Affairs introduced Cheryl Heywood, Timberland Regional Library Executive Director, who presented an update to the Commission of current library happenings as well as an update on the Workforce Development program and Lacey MakerSpace happenings.

Briefing: Port of Olympia Citizens Advisory Committee (POCAC) Member Update. Joel Hansen, Port of Olympia Citizens Advisory Committee Chair shared that there are currently three vacancies on the POCAC and it is anticipated that these three vacancies will be filled by the fall of 2024.

Action Calendar

Contract Approval – Waterfront Center Architectural Contract. James Sommer, Capital Assets Program Manager, presented background information related to this contract request.

Motion: Commissioner Tonge moved to authorize the Executive Director to execute contract number 2024-1007 with EHDD Architecture for a not-to-exceed amount of \$129,000 for phase one. Commissioner Harding seconded the motion. Motion passed unanimously.

Action/Other Calendar

None.

Advisory Calendar

Surplus Equipment Approval. Warren Hendrickson, Director of Operations, provided background information on a request for advance authorization to close a sale in minimal time when a market need arises for the Port's mobile crane. This item will be brought to the Commission for action at a future Commission meeting.

One individual provided public comment.

2024 Capital Budget Amendment: Marine Terminal Warehouse. Warren Hendrickson, Director of Operations, shared the purpose of bringing this issue before the Commission, to gain approval of an amendment to the 2024 capital budget to initiate design and procure infrastructure for a new Marine Terminal warehouse.

One individual provided public comment.

Recommendation of Federal Lobbying Services. Alex Smith, Executive Director, presented information regarding an amendment to the contract with Propolis LLC to include a subcontract for federal lobbying services.

Two individuals 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.

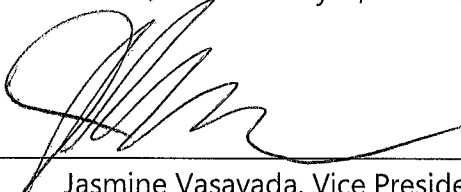
Adjournment

The meeting adjourned at 8:04 p.m.

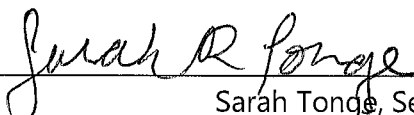
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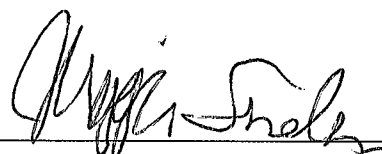
Bob Iyall, President



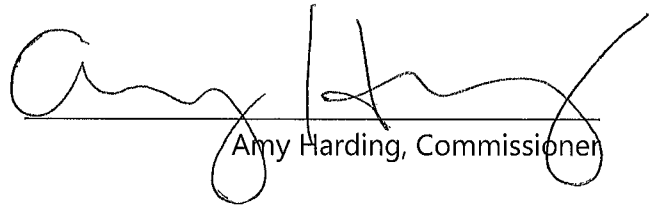
Jasmine Vasavada, Vice President



Sarah Tonge, Secretary



Maggie Sanders, Commissioner



Amy Harding, Commissioner