



Commission Meeting Minutes Tuesday, November 12, 2024

Commission President Bob Iyall called the Commission meeting of November 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; Maggie Sanders and Amy Harding.

Staff: Alex Smith, Executive Director, Chris Pierce-Wright, General Counsel; Tad Kopf, Director of Finance; Trisha Miller, Controller; James Sommer, Capital Assets Program Manager; Afsin Yilmaz, Marine Terminal Senior Manager; Chris Paolini, Airport Senior Manager; Taber Lee, Marketing and Communications Senior Manager; Damien Egan, Harbor Senior Manager; Emily Girton, Communications and Outreach Specialist; and Missy Goodell, Executive and Commission Coordinator.

Approval of Agenda

Commissioner Tonge moved to amend the agenda by moving Item H.1. 2024 Capital Budget Amendment: Marine Terminal Warehouse to the Action/Other Calendar, Item I.3. Commissioner Harding seconded the motion. Motion passed unanimously.

Executive Director Report

Alex Smith, Executive Director, reported on recent port activities.

Public Comment

Nineteen individuals provided public comment.

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

None.

Action/Other Calendar

ILWU 47B Contract Ratification 2024-2027. Executive Director Alex Smith requested Commission ratification of the recently negotiated first contract with ILWU Local 47B.

Motion: Commissioner Harding moved to ratify the ILWU Local 47B collective bargaining agreement with the Port of Olympia for the time period of November 12, 2024, through December 31, 2027. Commissioner Tonge seconded the motion. Motion passed unanimously.

Technical Account CPA Contact Extension. Tad Kopf, Director of Finance presented a request to extend a CPA contract to provide technical accounting services until a permanent payroll employee is hired.

Motion: Commissioner Harding moved to authorize the Executive Director to sign a contract amendment with Teresa D Johnson CPA to continue providing technical accounting services, adding \$30,000 to the contract for a total not to exceed amount of \$79,999. Commissioner Iyall seconded the motion. Motion passed unanimously.

2024 Capital Budget Amendment: Marine Terminal Warehouse. Afsin Yilmaz, Marine Terminal Senior Manager, presented background and financial information related to the request to amend the 2024 capital budget in order to move forward with design and procurement of a new 50,000 to 70,000 square foot warehouse to be located on the Marine Terminal.

Motion: Commissioner Tonge moved to amend the 2024 Capital Budget and add \$1 million for a Marine Terminal warehouse. Commissioner Sanders seconded the motion. Motion passed unanimously.

Three individuals provided public comment.

Advisory Calendar

Professional Services Contracts Amendments. James Sommer, Capitol Assets Program Manager, presented information on the solicitation process and professional experience of two professional services organizations that will require amendments to their Professional Services Agreements to continue work for the port. A request for Commission action will take place at a future commission meeting.

PUBLIC HEARING – Draft 2025 Proposed Operating Budget, Capital Investment Plan and Tax Levy. Pursuant to RCW 53.35.020, the Port of Olympia has prepared the Port's 2025 draft budget. The draft budget was presented in public meetings on October 14, 21, and 28, 2024 and shall be considered during tonight's public hearing, on November 18 as needed, and at the regular public meeting on November 25, 2024. The Commission will meet on November 25, 2024 at 5:30 p.m. to adopt the Port's final 2025 budget of the Port of Olympia for the 2025 calendar year. The draft budget is on file at the Port of Olympia offices at Percival Plaza, 606 Columbia Street NW, Suite 300, Olympia, Washington and any member of the public may obtain a copy of the preliminary budget at this address during normal business hours. A summary of the budget is also available on the Port's website www.portolympia.com.

- a. Open Public Hearing.
- b. Public Testimony. No public comment was given.
- c. The Public Hearing was closed.

Public Comment

No public comment was given.

Commissioner Reports/Discussion

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

Other Business

None.

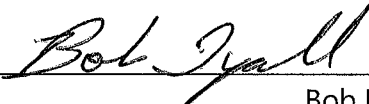
Meeting Announcements

Executive Director Alex Smith provided information on upcoming Commission meetings.


Adjournment

The meeting adjourned at 8:07 p.m.

PORT OF OLYMPIA COMMISSION



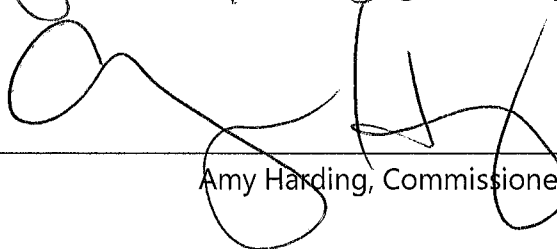
Bob Iyall, President




Jasmine Vasavada, Vice President



Sarah Tonge, Secretary



Amy Harding, Commissioner



Maggie Sanders, Commissioner