



## Commission Meeting Minutes Monday, November 25, 2024

Commission President Bob Iyall called the Commission meeting of November 25, 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; Sarah Tonge, Secretary; Maggie Sanders and Amy Harding.

Attended Virtually: Commissioner Jasmine Vasavada, Vice President.

Staff: Alex Smith, Executive Director, Chris Pierce-Wright, General Counsel; Warren Hendrickson, Director of Operations; 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.

Guests: Joel Hansen, Port of Olympia Citizens Advisory Committee Chair; Quentin Phillips, Destination Waterfront Subcommittee Chair; and Bob Wubben, Budd Inlet Subcommittee Chair

### **Executive Session**

At 4:00 p.m., Commissioner Bob Iyall, Port of Olympia Commission President, announced that the Commission would recess into a closed Executive Session until 5:15 p.m. to (1) review the performance of an employee (RCW 42.30.110(1)(g)) and to (2) consider the selection of a site or the acquisition of real estate by lease or purchase under RCW 42.30.110(1)(b).

Commissioner Iyall returned the meeting to order at 5:33 p.m. and stated that the Commission was in Executive Session until 5:20 p.m. No decisions were made, and no action was taken.

### **Approval of Agenda**

Commissioner Harding moved to accept the agenda; Commissioner Tonge seconded the motion. Motion passed unanimously.

### **Executive Director Report**

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

### **Public Comment**

One individual provided public comment.

## **Consent Calendar**

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

## **Pending Issues or Business**

Briefing: Port of Olympia Citizens Advisory Committee (POCAC) Update. Joel Hansen, POCAC Chair, introduced POCAC Subcommittee Chairs who each provided a brief update of the subcommittee work that is being done. Bob Wubben, Budd Inlet Subcommittee Chair, and Quentin Phillips, Destination Waterfront Subcommittee Chair, each provided an update on their subcommittee's activities.

Briefing: Airport Master Plan Update. Chris Paolini, Airport Senior Manager updated the Commission on the status of the Airport Master Plan Update and the remaining steps needed to complete the project.

## **Action Calendar**

2025 Budget and 2025 Tax Levy Resolutions Adoption. Tad Kopf, Finance Director, presented the 2025 Levy amount and the 2025 Annual Operating Budget for consideration.

*Motion: Commissioner Harding moved to adopt Resolution 2024-10, a resolution to adopt the Levy amount of 2025, with is a 4.01% increase over 2024. Commissioner Tonge seconded the motion. Motion passed unanimously.*

*Motion: Commissioner Harding moved to approve Resolution 2024-09, a resolution of the Port of Olympia Commission authorizing, providing for acceptance, approval, and adoption of the final 2025 Annual Operating Budget including annual User Rates and Fees and Capital Investment Plan pursuant to RCW 53.35.045. Commissioner Sanders seconded the motion. Motion passed unanimously.*

## **Action/Other Calendar**

None.

## **Public Comment on Action/Other Calendar**

No public comment was provided.

## **Advisory Calendar**

Marine Terminal Warehouse Purchase Contract. James Sommer, Capital Assets Program Manager, presented information on the contract to purchase a steel frame and fabric-covered warehouse structure to be placed on the Marine Terminal.

## **Public Comment on Advisory Calendar**

No public comment was provided.

## **Commissioner Reports/Discussion**

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

**Other Business**

Port staff representation on Experience Olympia and Beyond committee was discussed.

**Meeting Announcements**


Executive Director Alex Smith provided information on upcoming Commission meetings.

**Adjournment**


The meeting adjourned at 7:42 p.m.


PORT OF OLYMPIA COMMISSION

  
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Bob Iyall, President

  
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Jasmine Vasavada, Vice President

  
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Sarah Tonge, Secretary

  
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Amy Harding, Commissioner

  
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Maggie Sanders, Commissioner