



Commission Meeting Minutes Monday, January 13, 2025

Commission President Bob Iyall called the Commission meeting of January 13, 2025, 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; Warren Hendrickson, Director of Operations; Mike Reid, Director of Community and Economic Development; Shawn Gilbertson, Director of Environmental Planning and Programs; Tad Kopf, Director of Finance; Damien Egan, Harbor Senior Manager; Jon Wolf, Environmental Manager; Taber Lee, Marketing and Communications Senior Manager; Emily Girton, Communications and Outreach Specialist; and Missy Goodell, Executive and Commission Coordinator.

Approval of Agenda

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

Executive Director Report

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

Public Comment

Three individuals provided public comment.

Consent Calendar

Commissioner Vasavada 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 Citizens Advisory Committee (POCAC) Resolution Amendment and Member Term Extensions. Alex Smith, Executive Director, presented information regarding POCAC member terms and suggested changes to Resolution 2024-08 to provide greater flexibility in the number of terms someone can serve and to identify which POCAC member terms the Commission should extend. An update to the POCAC Resolution and reappointment of POCAC members was requested.

The POCAC is governed by Resolution 2024-08 which limits POCAC members to serving two consecutive three-year terms. POCAC members would like the ability to serve more than two terms. In addition, current POCAC members' terms were affected by COVID such that they participated on the POCAC for less than a full three years.

The updated Resolution proposes to amend Section 8 of the Resolution (addressing the term of POCAC members) as follows: 1) changes number of consecutive terms a member can serve from two to four; and 2) gives the Commission discretion to appoint, reappoint or extend the term of POCAC members to address extenuating circumstances.

Requested POCAC Term Extensions include COVID extensions for Position 1 (Joel Hansen, extend to 12/31/2027) and Position 2 (Debby Pattin, extend to 12/31/2025); as well as for new members in Positions 9, 11, 12, and 14 (James Thornton, Bob Wubbena, Quentin Phillips, and Sue Patnude), extending their terms to 12/31/2027.

Motion: Commissioner Harding moved to approve Resolution 2025-02, extending the number of consecutive terms POCAC members can serve and giving the Commission authority to appoint, reappoint and extend POCAC member terms in extenuating circumstances. Motion seconded by Commissioner Tonge. Motion passed unanimously.

Motion: Commissioner Harding moved to extend the terms of the POCAC members in Positions 1, 9, 11, 12, and 14 through December 31, 2027; and extend the term of the POCAC member in Position 2 through December 31, 2025. Commissioner Tonge seconded the motion. Motion passed unanimously.

Action/Other Calendar

Surplus Property Disposal Dollar Limit – Resolution 2025-01. Alex Smith, Executive Director, requested approval of the annual surplus property dollar value limit which is \$22,000 (per statute, the Department of Revenue annually adjusts the limit).

Motion: Commissioner Tonge moved to approve Resolution 2025-01, authorizing the Executive Director to, in calendar year 2025, dispose of individual items of surplus Port personal property valued less than \$22,830. Commissioner Harding seconded the motion. Motion passed unanimously.'

Public Comment on Action/Other Item

No public comments were provided.

Annual Commission Meeting Schedule. Alex Smith, Executive Director, presented a schedule of 2025 regular meeting and work session dates, ensuring the schedule is transparent and predictable for the public and Commission. Dates are identified that accommodate holiday schedules.

Motion: Commissioner Harding moved to approve the 2025 Commission Meeting Schedule as presented, with the exception of October 13, which, she reminded, was acknowledged as Indigenous Peoples' Day and a holiday by the Port of Olympia Commission. The 2025 Commission Meeting Schedule will be modified to reflect October 14 as the Commission Meeting day." Commissioner Tonge seconded the motion. Motion passed unanimously.

Public Comment on Action/Other Item

No public comments were provided.

Election of Officers. Executive Director Alex Smith reported that the Commission is to elect officers at the first meeting of each year for that calendar year. The appointments are effective immediately and continue until the first meeting of the following year. The appointments to be filled include Commission President, Commission Vice President, and Commission Secretary.

Motion: Commissioner Harding moved to appoint the following Port of Olympia Commission officers to serve during the calendar year 2025: Commissioner Vasavada as Commission President, Commissioner Sanders as Commission Vice President, and Commissioner Tonge as Commission Secretary. Commissioner Sanders seconded the motion. Motion passed unanimously.

Public Comment on Action/Other Item

One individual provided public comment.

Advisory Calendar

Airport Master Plan Adoption and Comprehensive Scheme Inclusion. Chris Paolini, Airport Senior Manager, provided background and history on the Airport Master Plan. The Airport Master Plan document will be presented in the near future at a Commission meeting with a public hearing for consideration by the Commission to adopt into the Comprehensive Scheme of Harbor Improvements.

Public Comment on Advisory Item

Four individuals provided public comment.

Budd Inlet Remediation – Execution of 2nd Remedial Action Grant. Jonathan Wolf, Environmental Manager, provided information on the Remedial Action Grant that was received from the State of Washington through the Department of Ecology to help fund expenses related to the Budd Inlet cleanup project. In a future Commission meeting, approval will be sought for the executive director to sign the agreement for the second Remedial Action Grant.

Public Comment on Advisory Item

Two individuals provided public comment.

Commissioner Reports/Discussion

Each commissioner provided an update on 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 6:54 p.m.

PORT OF OLYMPIA COMMISSION



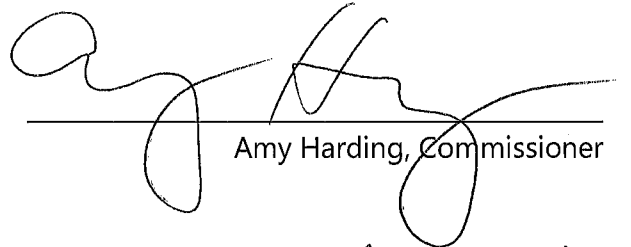
Jasmine Vasavada, President



Maggie Sanders, Vice President



Sarah Tonge, Secretary



Amy Harding, Commissioner



Bob Iyall, Commissioner