



Commission Meeting Minutes Tuesday, May 26, 2026

Call to Order

Commission President Jasmine Vasavada called a regular meeting of the Port of Olympia Board of Commissioners to order and open to the public at 4:02 p.m., Tuesday, May 26, 2026, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

Present

Commissioners: Jasmine Vasavada – President, Sarah Montano – Vice President, Joel Hansen – Secretary, Jerry Toompas and Krag Unsoeld.

Staff: Alex Smith, Executive Director, Chris Pierce-Wright, General Counsel; Shawn Gilbertson, Director of Environmental Planning and Programs; Mike Reid, Director of Community and Economic Development; Taber Lee, Marketing and Outreach Senior Manager; and Missy Goodell, Commission Coordinator.

Attended Virtually: Afsin Yilmaz, Marine Terminal Senior Manager.

Guest: Heather Antanaitis, Chief Executive Officer, PARC Foundation of Thurston County.

Approval of Agenda

Commissioner Hansen moved to approve the agenda, Commissioner Montano seconded the motion. Motion passed unanimously.

Executive Director Report

Alex Smith, Executive Director, reported on recent Port activities. She announced that Commissioners Unsoeld, Toompas, Vasavada and Hansen along with some Port staff, attended the WPPA 2026 Spring Meeting, held at Skamania Lodge in Stevenson, Washington. Alex Smith attended the South Sound Military and Communities Partnership breakfast and heard from community partners who collaborate with JBLM on a variety of joint priorities and initiatives. Director Smith spoke at Leadership Thurston County's Environment Day, where she highlighted the many environmental projects and initiatives the Port of Olympia Environmental team works on every day.

On National Maritime Day, May 22, the Port of Olympia celebrated Mike Crawford Port Day. Six years ago, Port of Olympia employee, Mike Crawford, retired after 40+ years with the Port. Mike was such an innovative, passionate, inspiring, and dedicated employee that the Port Commission at that time passed resolution 2020-05 recognizing Mike for his years of dedicated service and deeming May 22, Mike Crawford Port Day.

Last Friday, the Port of Olympia hosted more than 50 seventh-grade students from Yelm Middle School. It was a busy day on the terminal with two vessel operations underway, giving the students an up-close

look at international imports and exports. They also learned about water quality, the Port's environmental initiatives, port history, and gained insights into the timber industry thanks to Weyerhaeuser's participation. On June 2, the Port of Olympia will host their 2nd free public marine terminal tour of the year. Community members can join the Port for free marine terminal tours continuing the first Tuesday of each month through September. If interested in attending, please email inquiries@portolympia.com to reserve your spot.

In addition, Alex reminded everyone of the ways they can communicate with the Commission. She stated there is a great deal of information available on the Port's website and encouraged everyone to check it out.

Public Comment

Four individuals provided public comment regarding Slurp!, the Habitat Conservation Plan, and the PIDP grant.

Commission Response to Public Comment / Follow-Up to Public Comment

Each commissioner provided input to public comments.

Partner Spotlight

PARC Foundation of Thurston County. Heather Antanaitis, Chief Executive Officer at PARC (parks, arts, recreation, and culture), provided information on the goals and mission of the PARC Foundation and how they might work with the Port of Olympia to preserve the quality of life in Thurston County through enhancing parks, arts, recreation, and cultural activities. This can be accomplished when PARC brings funding, partnerships, and visibility to city, county, and partner's programs.

PARC helps by serving as a conduit to community groups; supporting smaller jurisdictions with government relations work/advice; and directly applying for grants and funding not available to the Port.

How PARC invests in our community was shared as was their 2026 Plan to expand community investment, deepen regional partnerships, and building long-term sustainability.

Consent Calendar

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

Action Calendar

Port of Olympia Community Advisory Committee (POCAC) Resolution and Operating Rules. Alex Smith, Executive Director, provided background on the process updating the POCAC Resolution and Operating Rules:

Over the past eight months, the Port of Olympia Community Advisory Committee (POCAC) and Port Staff have updated a draft of the Commission Resolution that governs the POCAC and its operations, as well as a draft of the Operating Procedures and Rules the POCAC is to follow in conducting its business. The POCAC discussed the drafts in a joint meeting with the Port Commission on March 16, 2026, and

additional changes to the documents were proposed following that meeting. The draft that came out of that meeting, and the Resolution that this draft would replace (Resolution 2025-02) are included in the packet.

The draft Resolution and Operating Rules include the following changes from Resolution 2025-02:

1. Capping the number of POCAC members at 15, with a goal of three members from each district;
2. Commission assignment of tasks to the POCAC based on ideas generated by the POCAC, Port staff, or the Commission, using a form that identifies the task, the anticipated work, the proposed deliverable, the timeline for completing the task, and the staff resources needed;
3. Three standing subcommittees: (a) Public Access; (b) Environmental Stewardship; and (c) Economic Opportunities;
4. The possibility of additional ad hoc subcommittees to address specific issues; and
5. Ethics and rules of engagement for POCAC members during meetings.

POCAC Resolution Provisions for Commission Decision:

There are three provisions in the draft POCAC Resolution that the Commission asked be brought forward for additional discussion: (1) the selection of POCAC members; (2) whether all POCAC positions are open for recruitment; and (3) the selection of POCAC Officers. Input was solicited from Commissioners on the three provisions, and the following is compiled for Commission consideration:

Provision 1: Selection of POCAC Members:

- The Port will advertise the opportunity to apply to serve on the POCAC
- Each Commissioner will nominate three candidates

Option A:

Each Commissioner shall nominate three candidates for POCAC membership: one from within his or her district, and two "at-large" candidates from within Thurston County.

Option B:

Each Commissioner shall nominate three candidates for POCAC membership: two from within his or her district, and one "at-large" candidate from within Thurston County.

Discussion followed.

Motion: Commissioner Hansen moved to amend POCAC Resolution 2025-02, adopting Option A as presented above, in the selection of POCAC Members. Commissioner Montano seconded the motion. Motion passed unanimously.

Provision 2: Whether All Seats Are Open for Recruitment:

Option A:

On adoption of this Resolution, the Commission will open all POCAC positions for recruitment and appointment. Current POCAC members are encouraged to submit their names for reappointment. For the first selection period following adoption of this Resolution, each Commissioner shall use one of their at-large nominations to nominate a current member of the POCAC who has chosen to submit his or her name for consideration.

Option B:

On adoption of this Resolution, the Commission will open all POCAC positions for recruitment and appointment. Current POCAC members are encouraged to submit their names for reappointment.

Discussion followed.

Motion: Commissioner Hansen moved to amend POCAC Resolution 2025-02, adopting Option A as presented above, regarding whether all seats on the POCAC are open for recruitment. Commissioner Montano seconded the motion. Discussion followed; Commissioner Vasavada called for the question. Motion passed with a majority vote of 3 in favor and 2 opposed. Voting in favor: Commissioner Hansen, Commissioner Montano, and Commissioner Vasavada. Voting against: Commissioner Toompas and Commissioner Unsoeld.

Provision 3: Selection of POCAC Officers:

Option A:

The POCAC Chair and Vice Chair shall be selected annually by the Commission. In November of each year, the Executive Director will solicit names of POCAC members interested in serving as Chair or Vice Chair for the following year. The Executive Director will forward the names of all POCAC members interested in serving as Chair and Vice Chair to the Commission for their consideration. The Commission will select a Chair and Vice Chair in an open public meeting each December.

Option B:

The POCAC Chair and Vice Chair shall be selected by majority vote of the POCAC members.

Motion: Commissioner Unsoeld moved to amend POCAC Resolution 2025-02, adopting Option A as presented above, in the selection of POCAC Officers. Commissioner Vasavada seconded the motion. Discussion followed; Motion passed with a majority vote of 3 in favor and 2 opposed. Voting in favor: Commissioner Unsoeld, Commissioner Montano, and Commissioner Vasavada. Voting against: Commissioner Hansen and Commissioner Toompas.

POCAC Operating Rules Provisions for Commission Decision:

Proposed changes to Operating Rules:

- The Operating Rules specify protocols for meetings and POCAC member engagement
- Proposed changes include:
 - Rules of Engagement
 - Methods for holding members accountable to the Rules of Engagement
- Two areas remain for Commission decision in the operating rules

Two Areas Remain for Commission Decision in the POCAC Operating Rules:

- Whether the POCAC Standing Agenda includes public comment; and
- Whether to allow POCAC members to use either a Port email or their personal email account to conduct POCAC business.

Discussion followed regarding the decision of whether the POCAC Standing Agenda should include public comment.

Motion: Commissioner Unsoeld moved to continue to allow Public Comment at POCAC meetings; Commissioner Hansen seconded the motion. Discussion followed. Commissioner Vasavada called for the question. Motion fails with a majority vote of 4 opposed and 1 in favor. Voting in favor: Commissioner Unsoeld. Voting against: Commissioner Hansen, Commissioner Montano, Commissioner Toompas and Commissioner Vasavada.

Discussion followed regarding whether to allow POCAC members to use either a Port email or their personal email account to conduct POCAC business.

Motion: Commissioner Hansen moved to allow POCAC members to use either a Port email or their personal email account to conduct POCAC business. Commissioner Montano seconded the motion. Discussion followed. Commissioner Vasavada called for the question. Motion passed with a majority vote of 4 in favor and 1 opposed. Voting in favor: Commissioner Hansen, Commissioner Montano, Commissioner Toompas and Commissioner Vasavada. Voting against: Commissioner Unsoeld.

Motion: Commissioner Hansen moved to incorporate all Commission decisions/motions documented above into a final draft POCAC Resolution and Operating Rules for Commission adoption and to postpone final adoption until the next Commission meeting with the item to be presented on the Consent Calendar. Commissioner Vasavada seconded the motion; motion passed unanimously.

Action/Other Calendar

PIDP Grant Application Approval. Alex Smith, Executive Director, and Afsin Yilmaz, Marine Terminal Senior Manager, shared that staff are seeking Commission approval to include berth dredging in the PIDP grant application. Commission approval is needed because Port Policy 1008 authorizes the Executive Director to apply for grants for projects that are in the approved budget or capital investment plan (CIP); or grants for new projects that require a Port match of less than \$300,000. Any other grants need Commission approval before the Port can apply for them.

Although the warehouse is in the budget and the CIP, the berth dredging is not and the Port match required for it will exceed \$300,000, hence the request for Commission approval to include berth dredging in the grant application. It is an "Action Other" item because PIDP grant applications are due June 1, 2026.

Background: PIDP Grant Application:

- The Port is seeking a PIDP MARAD grant to cover 70% of the cost of constructing the second warehouse.
- This creates an opportunity to include dredging at the berth areas in the grant application for the warehouse, at a low cost to the Port.
- Port Policy 1008 allows staff to seek grants for projects already in the Capital Investment Plan (CIP), like the warehouse.
- The Policy requires Commission approval to apply for a grant for a project NOT in the CIP, like the proposed dredging.

Background: Marine Terminal Berth Dredging:

- The most recent dredging occurred in February 2015 and was partial, extending to the 1,550-ft. mark on the north end; the dock is 1,750 ft. in total length.
- The Port completed a recent high-quality bathymetric survey on May 12, 2026. This survey was requested by the Puget Sound Pilots.
- Annual U.S. Army Corps of Engineers surveys, private surveys dating to 2020, and the recent May 2026 survey have all been analyzed to assess sedimentation trends and to track conditions in problem areas alongside the dock.
- Sedimentation buildup along both the north and south sides of the berth has progressively reduced the usable berth width.
- Slides were shown that documented this trend and illustrate the overall condition of the berth.

Motion: Commissioner Hansen moved to authorize the Executive Director to include berth area dredging in the PIDP MARAD grant application, as presented. Commissioner Montano seconded the motion. Discussion followed. Commissioner Vasavada called for the question. Motion passed with a majority vote of 3 in favor and 2 opposed. Voting in favor: Commissioner Hansen, Commissioner Montano, and Commissioner Vasavada. Voting against: Commissioner Toompas and Commissioner Unsoeld.

Advisory Calendar

Budd Inlet Cleanup – Dalton, Olmsted & Fuglevand Contract Amendment. Shawn Gilbertson, Director of Environmental Planning and Programs, briefed the Commission on the contract with Dalton, Olmsted, & Fuglevand (DOF), an environmental consulting firm, who is under contract with the Port of Olympia to execute the Budd Inlet sediment investigation Agreed Order with the Washington Department of Ecology (DOE). A contract amendment proposes extending the DOF contract through December 31, 2028, and increasing the budget by \$3,703,000 for a new total not to exceed amount of \$14,294,881.00. The contract extension and increase in budget were expected and the cost will be almost fully covered by Department of Ecology (DOE) Remedial Action Grants and legislative appropriations.

Next steps are to bring this contract amendment to the June 8, 2026, Commission meeting for approval.

Habitat Conservation Plan – Update and Amendment to Interlocal Agreement with City of Tumwater. Shawn Gilbertson, Director of Environmental Planning and Programs shared that the Port of Olympia and City of Tumwater signed an interlocal agreement (ILA) in 2016 to jointly develop Bush Prairie Habitat Conservation Plan (BPHCP) for the City of Tumwater, including the Olympia Regional Airport and surrounding Port properties. This ILA has been amended three times over the course of the last decade, mostly to allow for time extensions and to add shared grant responsibilities. This proposed fourth amendment to the ILA is to account for an increase in the scope and cost of consulting services needed to complete the draft HCP and associated environmental review and permitting requirements. The projected increase to the Port's BPHCP budget is \$60,500 in 2026 and \$32,553.95 in 2027.

Next steps are to bring this ILA amendment to the June 8, 2026, Commission meeting for approval.

Commissioner Reports/Discussion

Commissioner Toompas reported that he attended the WPPA 2026 Spring Meeting, and the May Port of Olympic Community Advisory Committee (POCAC) meeting.

Commissioner Unsoeld attended a Solid Waste Advisory Committee meeting; a meeting with Commissioner Hansen and Olympia airport hangar tenants; and the WPPA 2026 Spring Meeting where he had helpful interactions with Port Associate members.

Commissioner Hansen reported that he also had attended the WPPA 2026 Spring Meeting resulting in many positive discussions.

Commissioner Montano attended an Experience Olympia & Beyond meeting; and the May Thurston County Chamber Forum (sponsored by the Port of Olympia), with opening remarks by Mike Reid, Port of Olympia Director of Community and Economic Development.

Commissioner Vasavada shared that she included a meeting agenda from Thurston Regional Planning Council (TRPC) in the May 26, 2026, Port of Olympia Commission meeting packet. She also attended the WPPA 2026 Spring Meeting, and enjoyed meeting with Commissioners from the Ports of Centralia, Port Townsend, and Camas-Washougal.

Additional Public Comment

None.

Other Business

Commissioner Vasavada requested meetings to discuss upcoming Commission agendas.

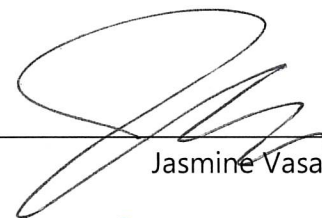
Meeting Announcements

A list of upcoming events was displayed on the screen for viewers to see upcoming Commission and POCAC meetings. Executive Director Smith stated the next Commission meeting will be held on Monday, June 8, at 4:00 p.m.

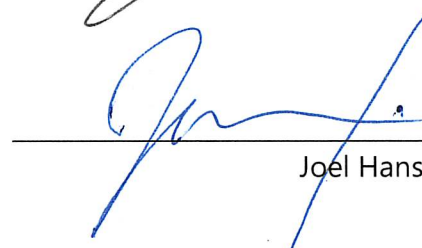
Adjournment

There being no further business to come before the Port of Olympia Board of Commissioners, the Tuesday, May 26, 2026, regular meeting was adjourned at 6:43 p.m.

PORT OF OLYMPIA COMMISSION

A stylized, cursive signature in black ink, likely belonging to Jasmine Vasavada.

Jasmine Vasavada, President

A stylized, cursive signature in blue ink, likely belonging to Joel Hansen.

Joel Hansen, Secretary