

Community Advisory Committee Meeting

Tuesday, May 19, 2026 – 4:00 pm

In-Person: Percival Plaza – Olympics Room, 626 Columbia Street NW, Suite 1B, Olympia
 Zoom (Public Link): <https://us06web.zoom.us/j/86573715642?pwd=TWtCaNvp7Syu09sdH2Mu88gd7LfjBH.1>
 Webinar ID: 865 7371 5642 | Passcode: 287492 | Or Telephone: 1 253 215 8782

AGENDA

4:00 – 4:05 p.m.	Welcome and Call to Order	5 min	Debby Pattin, Acting Chair
4:05 – 4:10 p.m.	Approval of Agenda	5 min	Debby Pattin
4:10 – 4:15 p.m.	Approval of April 21, 2026 Minutes	5 min	Debby Pattin
4:15 – 4:25 p.m.	Public Comment – 10 minutes – Citizens may address the POCAC/ Commission with any items related to the agenda. Limit comments to 3 minutes per person. Members of the public may comment on agenda items and other port business. NOTE: Guidelines for public comment can be found in the Commission Rules in Resolution 2026-02 Article VI. <ul style="list-style-type: none"> • <u>Comments should be directed to POCAC/Commission</u>: Comments should be directed to the POCAC/ Commission as a whole and should not include comments about individual Port staff or members of the public. • <u>Courtesy</u>: All speakers (members of the public, Port staff, the POCAC and Commissioners) shall be courteous in language and demeanor and shall confine remarks to those facts that are germane and relevant to the question or issue under discussion. 	10 min	Debby Pattin
4:25 – 4:30 p.m.	Warehouse Project Update	5 min	Shawn Gilbertson Director of Environmental Planning and Programs
4:30 – 4:50 p.m.	Hotel Project Update	20 min	Mike Reid Director of Community and Economic Development
4:50 – 5:05 p.m.	Subcommittee Updates <ul style="list-style-type: none"> • Budd Inlet Subcommittee • Destination Waterfront Subcommittee 	15 min	Bob Wubbena, Chair Debby Pattin, Chair
5:05 – 5:15 p.m.	Old Business <ul style="list-style-type: none"> • Discussion on New Resolution: Status 	10 min	Shawn Gilbertson
5:15 – 5:30 p.m.	New Business <ul style="list-style-type: none"> • Election of New Vice Chair • Olympia Airport and Marine Terminal Site Visits 	15 min	Debby Pattin
5:30 p.m.	Adjourn		

<http://www.portolympia.com/commission>
 Written public comments may be submitted to commissioncoordinator@portolympia.com by 12:00 p.m. on the date of the meeting.
 All written comments will be compiled and sent to the POCAC Chair and Commissioners prior to the meeting.
 Verbal public comment is accepted in person at the meeting.
 If you are attending the meeting via Zoom, you may raise your hand during the meeting to give public comment.
 For those listening by phone, press *9 if you wish to raise your hand and provide comment.

Individual public comments are limited to 3 minutes per person.

Port of Olympia Mission

Creating economic opportunities and building community for all of Thurston County through responsible resource use.



**Community Advisory Committee
Meeting Minutes
Tuesday, April 21, 2026**

Port of Olympia Community Advisory Committee Chair, Quentin Phillips, called the Community Advisory Committee meeting of April 21, 2026, to order at 4:00 p.m. at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington.

Present

Members: Quentin Phillips – Chair, Jack Havens, Darlene Kemery, Debby Pattin, Jim Thornton, Commissioner Krag Unsoeld, Sheila Wilson, and Bob Wubbena.

Attended Virtually: Commissioner Jerry Toompas.

Excused Absence: Sue Patnude.

Staff: Shawn Gilbertson, Director of Environmental Planning and Programs; Brent Barnes, Director of Enterprise Services; and Missy Goodell, Commission Coordinator.

Approval of Agenda

Bob Wubbena moved to approve the agenda, Jack Havens seconded the motion. The motion was passed unanimously.

Public Comment

None.

Financial Presentation

Brent Barnes gave the financial presentation that was originally provided at the October 27, 2025, Commission Meeting. The presentation included 2026 budget assumptions; information on grants, levies, staffing, income from operations and non-operations, tax levy uses, bond debt, non-operations revenue and expenses, capital investments, budget projections, maintenance needs, environmental revenue and expenses, depreciation and cash balance.

Approval of March 17, 2026 Minutes

Debby Pattin moved to approve the March 17, 2026 POCAC minutes; Jim Thornton seconded the motion. Motion passed unanimously.

Quentin Phillips moved to adjust the agenda by moving agenda items "Presentation of Warehouse Letter: Status" and "Discussion on New Resolution: Status" to come after approval of the minutes. Bob Wubbena seconded the motion; motion passed unanimously.

Presentation of Warehouse Letter: Status

Debby Pattin passed around a Letter in Support of the Warehouse for POCAC members to sign. This signed letter will be presented to the Port Commissioners at the April 27, 2026 Commission Meeting.

Producing a similar letter to the City of Olympia regarding the additional Warehouse was discussed.

Discussion on New Resolution: Status

The POCAC Committee discussed the POCAC resolution and had questions regarding:

- How the POCAC Chair and Vice Chair are chosen
- Public records training requirement – can this provision be removed?

The POCAC Committee requested that changes to this Resolution be red-lined and ready for discussion. A definition of "Community Assets" was also requested.

It was requested that the POCAC Resolution be removed from the upcoming Commission agenda for further discussion.

Motion: Bob Wubbena moved to accept and use the three POCAC subcommittees (but would like clarification on the Community Asset subcommittee – would like a clear definition of their scope) and he also moved to remove the requirement of POCAC members to attend public record training. Jack Havens seconded the motion. Motion passed unanimously.

New Business

Recruitment of new POCAC members was discussed.

Motion: Bob Wubbena moved that staff move the POCAC Recruitment process forward and to have new members appointed by June 1. Darlene Kemery seconded the motion. Motion passed unanimously.

Adjournment

The meeting adjourned at 5:25 p.m.