



**Commission Meeting  
Monday, March 9, 2026  
4:00 PM**

Percival Plaza – Olympics Room  
626 Columbia Street NW, Suite 1-B  
Olympia, WA 98501

The meeting agenda is available on the Port's website as of March 4, 2026.  
<https://www.portolympia.com/commission>

AGENDA

- A. Call to Order
- B. Approval of Agenda
- C. Executive Director Report
- D. Public Comment

NOTE: Guidelines for public comment can be found in the Commission Rules in Resolution 2026-02 Article VI.

- Comments should be directed to Commission: Comments should be directed to the Commission as a whole and should not include comments about individual Port staff or members of the public.
- Courtesy: All speakers (members of the public, Port staff, 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.

- E. Commission Response to Public Comment / Follow-Up to Public Comment
- F. Partner Spotlight: Evergreen Coast Regional Partnership
- G. Consent Calendar
  - 1. Bills and Vouchers for February 2026
    - a. Warrant over \$200,000:
      - (1) Warrant for \$831,586.00 to Tucci & Sons for Runway 17-25 Pavement Rehabilitation and Electrical Improvements
  - 2. Policy Approvals:
    - a. Draft 0111 Drug- and Alcohol-Free Workplace
    - b. Draft 0201 Hiring Appointment
    - c. Draft 0402 Work Periods
    - d. Draft 0708 Artificial Intelligence
    - e. Draft 1405 Patches and Updates
  - 3. Minutes: October 14, 2025; October 20, 2025; October 27, 2025; November 10, 2025; and December 8, 2025

**Port of Olympia Mission**

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

## H. Action Calendar

1. None

## I. Action/Other Calendar

1. Washington Public Ports Association (WPPA) Maritime Industrial Base Coalition MOU: Eric ffitth, Executive Director WPPA

## J. Advisory Calendar

1. Nonprofit Policy: Mike Reid, Director of Community and Economic Development
2. Deschutes Estuary Restoration Briefing: Alex Smith, Executive Director

## K. Commissioner Reports

## L. Additional Public Comment

This time is devoted to individuals who could not arrive at or register for the meeting earlier. Public comment at this time is for those members of the public who did not submit public comment previously during the current meeting.

## M. Other Business

1. None

## N. Meeting Announcements

## O. Adjourn

### \*Attendance and Public Comment Hybrid Meeting Information

#### Attend Remote or In-Person

The public are welcome to attend the meeting in person, or may view or listen to the meeting using one of the following platforms:

In-Person: 626 Columbia Street NW, Olympia  
Olympics Room, Suite 1-B

Zoom: Go to <http://www.zoom.us/join> and enter Webinar ID 812 5891 5669 and Passcode 489322.  
*Instructions and access details (a link to the meeting) will be emailed to you once a short registration form is complete. (Check Spam or Junk folder and move Zoom link email to your Inbox to view/access link.)*

YouTube: [www.youtube.com/@portofolympia1922](http://www.youtube.com/@portofolympia1922)

Phone: Call (253) 215-8782, listen for the prompts and enter Webinar ID 812 5891 5669 and Passcode 489322.

#### Verbal Public Comment

Those wishing to provide verbal public comment may do so in-person or by Zoom:

In-Person: Use the sign-up sheet located at the meeting location.

Virtual / via **Must pre-register** using the following Zoom link no later than five (5) minutes after the meeting has commenced:

Zoom: [https://us06web.zoom.us/join/register/WN\\_wjgYHKPMRrycoBn4iKvxTQ](https://us06web.zoom.us/join/register/WN_wjgYHKPMRrycoBn4iKvxTQ)  
*Instructions and access details (a link to the meeting) will be emailed to you once registration is complete. (Check Spam or Junk folder and move Zoom link email to your Inbox to view/access link.) Registration for remote/virtual verbal public comment closes six (6) minutes after the meeting has commenced.*

#### Written Public Comment

Written public comment may be submitted to [commissioncoordinator@portolympia.com](mailto:commissioncoordinator@portolympia.com) by 12:00 p.m. on the date of the meeting. All written comments will be compiled and sent to the Commissioners prior to the meeting.

### **Port of Olympia Mission**

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

PORT OF OLYMPIA

Bills & Vouchers

February 2026 Summary of Payments ✓

GENERAL

PREPRINTED WARRANTS	\$ 1,155,882.53 ✓
BOND DEBT PAYMENTS	NONE
VOIDED WARRANT(S)-7 lost check/ reissues - 1 Electronic payment	\$ (25,561.53) ✓
ELECTRONIC PAYMENTS	<u>\$ 1,180,856.79 ✓</u>

TOTAL PAYMENTS: \$ 2,311,177.79 ✓

General Fund Warrants Issued: CK# 093698-093843 ✓  
 Electronic Payments Issued: EP# 001615-001638 ✓  
 Bond Debt Payments Issued: NONE  
 Voided Warrant(s): CK#088838,089410,089504,089507,089547,089598,089653  
 Voided Electronic Payment(s): 001625

Payments over \$200,000:

<u>Warrant #</u>	<u>Amount</u>	<u>Pay To</u>
✓ 001615	\$831,586.06	Tucci & Sons -Runway 17-25 Pavement Rehabilitation & Electrical Improvements

We the undersigned Board of Commissioners of the Port of Olympia, Olympia Washington, do hereby authorize the issuance of the warrants described above.

\_\_\_\_\_  
Jasmine Vasavada, Commission President

\_\_\_\_\_  
Sarah Montano, Commission Vice-President

\_\_\_\_\_  
Joel Hansen, Commission Secretary

\_\_\_\_\_  
Jerry Toompas

\_\_\_\_\_  
Krag Unsoeld

\_\_\_\_\_  
Alexandra K. Smith, Executive Director

PORT OF OLYMPIA  
VOUCHER APPROVAL LISTING  
February 2026  
Issued 2/6/2026

WARRANTS ISSUED:

COMPUTER PREPARED

Voided Warrant(s)

WARRANT NUMBERS:

093698 ✓ to 093737 ✓

NONE

150,923.55 ✓

ELECTRONIC PAYMENTS:

COMPUTER PREPARED

PAYROLL DIRECT DEPOSIT DATE

Voided Electronic Payment(s)

ACH NUMBERS:

to


NONE

NONE

TOTAL WARRANTS

\$ 150,923.55 ✓

RCW 42.24.080: "I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished the services rendered or the labor performed as described herein, and that the claims are just, due and unpaid obligations of the Port of Olympia, and that I am authorized to authenticate and certify to said claims".

  
Trisha Miller, Controller

PORT OF OLYMPIA  
 VOUCHER APPROVAL LISTING  
 February 2026  
 Issued 2/12/2026

WARRANTS ISSUED:		WARRANT NUMBERS:	
COMPUTER PREPARED		093738 to 093773	431,275.35
Voided Warrant(s)		NONE	-
ELECTRONIC PAYMENTS:		ACH NUMBERS:	
COMPUTER PREPARED		to	
PAYROLL DIRECT DEPOSIT DATE		NONE	-
Voided Electronic Payment(s)		NONE	-
		TOTAL WARRANTS	\$ 431,275.35

RCW 42.24.080: "I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished the services rendered or the labor performed as described herein, and that the claims are just, due and unpaid obligations of the Port of Olympia, and that I am authorized to authenticate and certify to said claims"

  
 \_\_\_\_\_  
 Brent Barnes

PORT OF OLYMPIA  
VOUCHER APPROVAL LISTING  
February 2026  
Issued 2/19/2026

WARRANTS ISSUED:

COMPUTER PREPARED

Voided Warrant(s)

WARRANT NUMBERS:

093774 ✓ to 093810 ✓

138,166.07 ✓

ELECTRONIC PAYMENTS:

COMPUTER PREPARED

ACH NUMBERS:

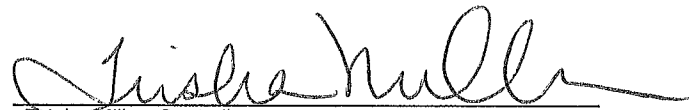
PAYROLL DIRECT DEPOSIT DATE

Voided Electronic Payment(s)

NONE

TOTAL WARRANTS

\$ 138,166.07 ✓

  
Trisha Miller, Controller

RCW 42.24.080: "I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished the services rendered or the labor performed as described herein, and that the claims are just, due and unpaid obligations of the Port of Olympia, and that I am authorized to authenticate and certify to said claims".

PORT OF OLYMPIA  
VOUCHER APPROVAL LISTING  
February 2026  
Issued 2/23/2026 ✓

WARRANTS ISSUED:

COMPUTER PREPARED

Voided Warrant(s)

WARRANT NUMBERS:

093811 ✓ to 093817 ✓

195,667.70 ✓

ELECTRONIC PAYMENTS:

COMPUTER PREPARED

PAYROLL DIRECT DEPOSIT DATE

Voided Warrant(s)

ACH NUMBERS:

001629 ✓ to 001629 ✓

3,806.77 ✓

NONE

-


NONE

-

TOTAL WARRANTS

\$ 199,474.47 ✓

RCW 42.24.080: "I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished the services rendered or the labor performed as described herein, and that the claims are just, due and unpaid obligations of the Port of Olympia, and that I am authorized to authenticate and certify to said claims".

  
Trisha Miller, Controller

PORT OF OLYMPIA  
VOUCHER APPROVAL LISTING  
February 2026  
Issued 2/26/2026 ✓

WARRANTS ISSUED:

COMPUTER PREPARED  
*stub check* ✓  
Voided Warrant(s)

WARRANT NUMBERS:

093818 ✓ to 093843 ✓  
093840 ✓ to 093840 ✓

239,849.86 ✓  
- ✓

ELECTRONIC PAYMENTS:

COMPUTER PREPARED

ACH NUMBERS:

PAYROLL DIRECT DEPOSIT DATE

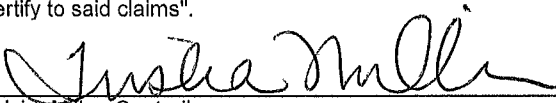
Voided Electronic Payment(s)

-

TOTAL WARRANTS

\$ 239,849.86 ✓

RCW 42.24.080: "I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished the services rendered or the labor performed as described herein, and that the claims are just, due and unpaid obligations of the Port of Olympia, and that I am authorized to authenticate and certify to said claims".

  
Trisha Miller, Controller

Date: Monday, March 2, 2026  
 Time: 03:30PM  
 User: TJC

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 Report: 03630.rpt  
 Company: PORTOLY

**Port of Olympia  
 Warrant Register**

Periods: 01-26 Through 02-26 As of: 3/2/2026

*T. Miller, Controller*

Warrant Nbr	Warrant Type	Warrant Date	Vendor ID	Vendor Name	Period To Post	Period Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
<b>Company: PORTOLY</b>												
001615	EP	2/13/2026	083	TUC001 Tucci & Sons	02-26	02-26	077853	VO	93192	2/13/2026	0.00	831,586.06
001616	EP	2/13/2026		EXCISE Excise Tax	02-26	02-26	077902	VO	2-26	2/17/2026	0.00	5,376.78
001617	EP	2/2/2026		WAL001 Wall & Associates LLC	02-26	02-26	077943	VO	02012026ACH	2/1/2026	0.00	26,350.00
001618	EP	2/2/2026		ADP001 ADP, Inc.	02-26	02-26	077944	VO	6382742-0	2/2/2026	0.00	3,790.17
001619	EP	2/3/2026		PMA001 PMA	02-26	02-26	077945	VO	02032026	2/3/2026	0.00	38,892.35
001620	EP	2/10/2026		PMA001 PMA	02-26	02-26	077946	VO	02102026	2/10/2026	0.00	30,293.04
001621	EP	2/10/2026		DIC002 Dickson Frohlich Phillips Burge	02-26	02-26	077947	VO	JAN 26	2/10/2026	0.00	12,558.37
001622	EP	2/10/2026		DOF001 Dalton, Olmsted & Fuglevand, I	02-26	02-26	077948	VO	12900	2/10/2026	0.00	60,175.40
001623	EP	2/12/2026		KEY003 Key Bank	02-26	02-26	077949	VO	5153711	2/12/2026	0.00	15,829.87
001624	EP	2/13/2026		VEL001 Velosio	02-26	02-26	077950	VO	100RN-030217	2/13/2026	0.00	690.75
001625	EP	2/17/2026		PAM001 Pampe Enterprises, LLC	02-26	02-26	077952	VO	02172026	2/17/2026	0.00	22,972.77
001625	VC	2/26/2026		PAM001 Pampe Enterprises, LLC	02-26	02-26	077952	VO	02172026	2/17/2026	0.00	-22,972.77
001626	EP	2/13/2026		PMA002 PMA WA PFML Only (ACH)	02-26	02-26	077951	VO	02112026	2/13/2026	0.00	319.01
001627	EP	2/17/2026		PMA002 PMA WA PFML Only (ACH)	02-26	02-26	077953	VO	02172026	2/17/2026	0.00	59.84
<b>Check Total</b>											0.00	319.01

Date: Monday, March 2, 2026  
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**Port of Olympia  
 Warrant Register**  
 Periods: 01-26 Through 02-26 As of: 3/2/2026

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 Company: PORTOLY

Warrant Nbr	Warrant Type	Warrant Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
001628	EP	2/18/2026	ADP001 ADP, Inc.	02-26	077954	VO	6633069-00	2/18/2026	0.00	293.15
001629	EP	2/23/2026	ADP001 ADP, Inc.	02-26	077955	VO	712939315	2/23/2026	0.00	3,806.77
001630	EP	2/24/2026	PMA001 PMA	02-26	077956	VO	02242026	2/24/2026	0.00	35,280.36
001631	EP	2/24/2026	PMA002 PMA WA PFML Only (ACH)	02-26	077957	VO	02242026	2/24/2026	0.00	45.75
001632	EP	2/24/2026	CRE003 Crexendo Business Solutions	02-26	077958	VO	321536	2/24/2026	0.00	1,168.71
001633	EP	2/25/2026	ADP001 ADP, Inc.	02-26	077959	VO	713927674	2/25/2026	0.00	639.84
001634	EP	2/17/2026	PMA001 PMA	02-26	078013	VO	02172026	2/17/2026	0.00	22,972.77
001635	EP	2/15/2026	PERS PERS	02-26	078014	VO	02152026	2/15/2026	0.00	27,276.06
001636	EP	2/15/2026	DEFERRED Deferred Comp	02-26	078015	VO	02152026	2/15/2026	0.00	6,838.94
001637	EP	2/27/2026	PERS PERS	02-26	078016	VO	02272026	2/27/2026	0.00	26,804.61
001638	EP	2/27/2026	DEFERRED Deferred Comp	02-26	078017	VO	02272026	2/27/2026	0.00	6,835.42
001639	-	088837	Missing	02-26	071366	VO	Marina Refund	2/22/2024	0.00	-212.88
088838	VC	2/18/2026	ZZHOFMANN Pamela Hofmann							
088839	-	089409	Missing	02-26	072168	VO	6004070962	4/1/2024	0.00	-139.54
089410	VC	2/18/2026	STA011 Securitas Technology Corporati							
089410	VC	2/18/2026	STA011 Securitas Technology Corporati	02-26	072169	VO	6004080586	4/1/2024	0.00	-104.75
<b>Check Total</b>										<b>-212.88</b>
<b>Check Total</b>										<b>-244.29</b>

Date: Monday, March 2, 2026  
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## Port of Olympia Warrant Register

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 Company: PORTOLY

Periods: 01-26 Through 02-26 As of: 3/2/2026

Warrant Nbr	Warrant Type	Warrant Date	Vendor ID	Vendor Name	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
089411	-	089503		Missing						
089504	VC	2/18/2026	ZKASKI	Kaski Inc.	072302	VO	Refund	5/21/2024	0.00	-135.72
<b>Check Total</b>										
										<b>-135.72</b>
089505	-	089506		Missing						
089507	VC	2/18/2026	ZZOLYMPIA	Olympia Musical Theater	072295	VO	Refund	5/14/2024	0.00	-250.00
089507	VC	2/18/2026	ZZOLYMPIA	Olympia Musical Theater	072296	VO	Refund	5/23/2024	0.00	-250.00
<b>Check Total</b>										
										<b>-500.00</b>
089508	-	089546		Missing						
089547	VC	2/18/2026	ZZJOHANSEN	Jalen Johansen	072322	VO	Marina Refund	5/28/2024	0.00	-24.99
<b>Check Total</b>										
										<b>-24.99</b>
089548	-	089597		Missing						
089598	VC	2/18/2026	GRE011	Greer Environmental Consulting	072440	VO	1	5/6/2024	0.00	-553.00
089598	VC	2/18/2026	GRE011	Greer Environmental Consulting	072441	VO	2	6/4/2024	0.00	-850.00
<b>Check Total</b>										
										<b>-1,403.00</b>
089599	-	089652		Missing						
089653	VC	2/18/2026	ZZSTIMPSON	Calden Stimpson	072482	VO	Marina Refund	6/24/2024	0.00	-67.88
<b>Check Total</b>										
										<b>-67.88</b>
089654	-	093697		Missing						
093698	CK	2/6/2026	ACC001	Access Information Protected	077851	VO	12024795	1/31/2026	0.00	661.96
093699	CK	2/6/2026	AMA003	AMAZON.COM SALES, INC.	077797	AD	11H1-YWTF-XLFD	2/1/2026	0.00	-273.40
093699	CK	2/6/2026	AMA003	AMAZON.COM SALES, INC.	077798	VO	1H9H-1QYY-7QMW	2/1/2026	0.00	929.04
093699	CK	2/6/2026	AMA003	AMAZON.COM SALES, INC.	077799	VO	1LGJ-J7MR-V4LD	2/1/2026	0.00	596.44
093699	CK	2/6/2026	AMA003	AMAZON.COM SALES, INC.	077800	VO	1NYV-VNTP-Y4V9	2/1/2026	0.00	415.58
093699	CK	2/6/2026	AMA003	AMAZON.COM SALES, INC.	077801	AD	1QJT-Q1QM-6TRK	2/1/2026	0.00	-8.52
<b>Check Total</b>										
										<b>1,659.14</b>
093700	CK	2/6/2026	APE002	Apex Laboratories, LLC	077802	VO	2600450	1/23/2026	0.00	4,855.00
093700	CK	2/6/2026	APE002	Apex Laboratories, LLC	077803	VO	2600972	1/28/2026	0.00	200.00
<b>Check Total</b>										
										<b>5,055.00</b>

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**Port of Olympia  
 Warrant Register**

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Periods: 01-26 Through 02-26 As of: 3/2/2026

Warrant Nbr	Warrant Type	Warrant Date	Vendor ID	Vendor Name	Period To Post	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
093701	CK	2/6/2026	ARA001	Vestis	01-26	077804	VO	1225 2000 2ND	12/31/2025	0.00	318.00
093701	CK	2/6/2026	ARA001	Vestis	01-26	077805	VO	1225 3000 2ND	12/31/2025	0.00	264.76
093702	CK	2/6/2026	BAY001	BAYVIEW BUILDING MATERIA	01-26	077806	VO	2601-332811	1/6/2026	0.00	582.76
093703	CK	2/6/2026	CAH001	JANICE K. CAHILL	01-26	077807	VO	01-26	1/31/2026	0.00	4,896.00
093704	CK	2/6/2026	CAS001	Airgas NorPac, Inc.	01-26	077808	VO	5522551575	1/31/2026	0.00	34.42
093705	CK	2/6/2026	CE001	Cedar Creek Corrections Cente	01-26	077809	VO	CCCC2601.0074	2/2/2026	0.00	926.22
093706	CK	2/6/2026	CEN001	Century Link	01-26	077810	VO	8013 1-26	1/20/2026	0.00	459.04
093706	CK	2/6/2026	CEN001	Century Link	01-26	077811	VO	9449 1-26	1/21/2026	0.00	254.42
093707	CK	2/6/2026	CIN001	CINTAS	01-26	077812	VO	0F93155912	2/3/2026	0.00	713.46
093708	CK	2/6/2026	CIT001	First-Citizens Bank & Trust Co	01-26	077813	VO	48596801	2/3/2026	0.00	381.80
093709	CK	2/6/2026	CLE002	Clean Harbors	01-26	077814	VO	1005844970	2/2/2026	0.00	20,645.85
093710	CK	2/6/2026	CNI001	C-N-I LOCATES LTD.	01-26	077815	VO	61802	1/22/2026	0.00	405.00
093711	CK	2/6/2026	COA007	COASTAL AMX MARINE LLC	01-26	077816	VO	30972	1/26/2026	0.00	442.20
093712	CK	2/6/2026	COM015	Comcast	01-26	077817	VO	261390166	1/15/2026	0.00	721.95
093713	CK	2/6/2026	EAG001	Eagle Print Dynamics	01-26	077818	VO	61500-01	2/6/2026	0.00	2,832.86

Date: Monday, March 2, 2026  
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## Port of Olympia Warrant Register

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 Report: 03630.rpt  
 Company: PORTOLY

Periods: 01-26 Through 02-26 As of: 3/2/2026

Warrant Nbr	Warrant Type	Warrant Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
093714	CK	2/6/2026	ECO001 Economic Development	01-26	077819	VO	PORTQ425	12/31/2025	0.00	5,750.00
093715	CK	2/6/2026	FER001 FERRELLGAS	01-26	077820	VO	012026	1/26/2026	0.00	800.85
093716	CK	2/6/2026	FIR006 Firefly	01-26	077821	VO	30000-8110	1/21/2026	0.00	54.90
093716	CK	2/6/2026	FIR006 Firefly	01-26	077822	VO	30000-8231	1/31/2026	0.00	50.73
093717	CK	2/6/2026	GRA003 Grand Mound - Rochester	01-26	077823	VO	2026 ANN MEM	1/29/2026	0.00	105.63 125.00
093718	CK	2/6/2026	HDF001 H.D. FOWLER COMPANY	01-26	077824	VO	17222802	1/23/2026	0.00	344.10
093719	CK	2/6/2026	KEN004 Kendrick Equipment (USA) LLC	01-26	077825	VO	U53315	2/2/2026	0.00	6,882.17
093720	CK	2/6/2026	MAL001 Mallory Safety and Supply LLC	01-26	077826	VO	6344936	1/30/2026	0.00	351.36
093721	CK	2/6/2026	MOE001 MOERKE + SONS PUMP + DR	01-26	077827	VO	1103	1/20/2026	0.00	563.47
093722	CK	2/6/2026	OLY021 OLYMPIA SUPPLY COMPANY	01-26	077828	VO	5501	1/27/2026	0.00	307.82
093722	CK	2/6/2026	OLY021 OLYMPIA SUPPLY COMPANY	01-26	077829	VO	5505	1/27/2026	0.00	31.83
093722	CK	2/6/2026	OLY021 OLYMPIA SUPPLY COMPANY	01-26	077830	VO	5521	1/29/2026	0.00	17.48
093722	CK	2/6/2026	OLY021 OLYMPIA SUPPLY COMPANY	01-26	077831	VO	5526	1/29/2026	0.00	21.85
093722	CK	2/6/2026	OLY021 OLYMPIA SUPPLY COMPANY	01-26	077832	VO	5532	1/29/2026	0.00	6.68
093722	CK	2/6/2026	OLY021 OLYMPIA SUPPLY COMPANY	01-26	077833	VO	5553	2/3/2026	0.00	42.00
093723	CK	2/6/2026	ORE004 O'Reilly Auto Parts	01-26	077834	VO	3627-398391	2/3/2026	0.00	427.66 19.74
093724	CK	2/6/2026	PAC034 Central Welding Supply Compa	01-26	077835	VO	2600847	1/31/2026	0.00	24.71

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093725	CK	2/6/2026	PAR008 Tamara Parrish	01-26		077836	VO	FEB 25 REIMB	2/4/2026	0.00	111.66
093726	CK	2/6/2026	PET001 PetroCard Inc.	01-26		077837	VO	C952419	1/31/2026	0.00	269.61
093726	CK	2/6/2026	PET001 PetroCard Inc.	01-26		077838	VO	C954091	1/31/2026	0.00	923.55
093727	CK	2/6/2026	PRO017 Propolis Communications LLC	01-26		077839	VO	1009	2/5/2026	0.00	1,193.16
093728	CK	2/6/2026	PUG001 PUGET SOUND ENERGY	01-26		077840	VO	2869 12-25 2ND	1/23/2026	0.00	59,427.32
093729	CK	2/6/2026	SCO003 Scott Hamilton	01-26		077841	VO	26-002	1/31/2026	0.00	125.00
093730	CK	2/6/2026	STA002 STANDARD INSURANCE CO	01-26		077842	VO	01212026	1/21/2026	0.00	2,962.98
093731	CK	2/6/2026	TER006 Teresa D Johnson CPA, Inc	01-26		077843	VO	7788	1/31/2026	0.00	4,888.41
093732	CK	2/6/2026	THU021 Thurston County Chamber	01-26		077844	VO	20547	2/5/2026	0.00	2,000.00
093733	CK	2/6/2026	TIT001 Titus-Will	01-26		077852	VO	3542779	12/8/2025	0.00	4,354.87
093734	CK	2/6/2026	TOY001 Toyota Lift Northwest	01-26		077845	VO	26053906	1/27/2026	0.00	2,196.00
093735	CK	2/6/2026	TWI001 Twiggle,Co	01-26		077846	VO	2753	2/1/2026	0.00	300.00
093736	CK	2/6/2026	USD001 USDA, APHIS, General	01-26		077847	VO	3005595519	2/2/2026	0.00	4.36
093737	CK	2/6/2026	WAS019 WA ST DEPT OF ECOLOGY	01-26		077848	VO	7692	1/31/2026	0.00	7,184.50
093737	CK	2/6/2026	WAS019 WA ST DEPT OF ECOLOGY	01-26		077849	VO	7774	1/31/2026	0.00	1,054.00

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093737	CK	2/6/2026	WAS019	WA ST DEPT OF ECOLOGY	01-26	01-26	077850	VO	7836	1/31/2026	0.00	1,059.40
<b>Check Total</b>											<b>9,297.90</b>	
093738	CK	2/12/2026	196001	1961 Consulting LLC	01-26	01-26	077854	VO	2335	1/30/2026	0.00	3,000.00
093739	CK	2/12/2026	ADV010	ADVAIYA SOLUTIONS INC	01-26	01-26	077855	VO	8328	1/31/2026	0.00	11,408.00
093740	CK	2/12/2026	AFL001	AFLAC	01-26	01-26	077856	VO	931745	2/10/2026	0.00	419.42
093741	CK	2/12/2026	AME028	American Heritage Life Ins CO	01-26	01-26	077857	VO	022025-58011	1/23/2026	0.00	552.23
093742	CK	2/12/2026	BLU006	Blue Star Gas Associates	01-26	01-26	077858	VO	1041371	12/9/2025	0.00	17.45
093743	CK	2/12/2026	BOO003	Conley Booth	01-26	01-26	077859	VO	dec 25 reimb	12/31/2025	0.00	22.82
093744	CK	2/12/2026	CAM004	McKenzie Campbell	01-26	01-26	077860	VO	feb 26 reimb	2/10/2026	0.00	88.46
093745	CK	2/12/2026	CAS001	Airgas NorPac, Inc.	01-26	01-26	077861	VO	5522551753	1/31/2026	0.00	9.39
093746	CK	2/12/2026	CAS014	Cascade Industrial Services, LI	01-26	01-26	077862	VO	260115	1/15/2026	0.00	47,862.82
093747	CK	2/12/2026	CIN001	CINTAS	01-26	01-26	077863	VO	0F93155923	2/3/2026	0.00	166.90
093748	CK	2/12/2026	CRY001	Crystal Springs	01-26	01-26	077864	VO	JAN 26	1/18/2026	0.00	589.80
093749	CK	2/12/2026	EAG001	Eagle Print Dynamics	01-26	01-26	077865	VO	62002-01	2/3/2026	0.00	1,295.94
093749	CK	2/12/2026	EAG001	Eagle Print Dynamics	01-26	01-26	077871	VO	62535-01	2/10/2026	0.00	1,012.15
<b>Check Total</b>											<b>2,308.09</b>	
093750	CK	2/12/2026	EPT001	Eptura, Inc	01-26	01-26	077866	VO	77949	1/29/2026	0.00	10,124.86

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093751	CK	2/12/2026	FER002	Ferguson Enterprises #3007	01-26	01-26	077867	VO	4358302	1/30/2026	0.00	47.48
093751	CK	2/12/2026	FER002	Ferguson Enterprises #3007	01-26	01-26	077868	VO	4358986	1/30/2026	0.00	94.96
093751	CK	2/12/2026	FER002	Ferguson Enterprises #3007	01-26	01-26	077869	VO	4268885	12/22/2025	0.00	14.55
093751	CK	2/12/2026	FER002	Ferguson Enterprises #3007	01-26	01-26	077870	AD	CM616707	12/22/2026	0.00	-147.81
093752	CK	2/12/2026	HEA001	HEALTH CARE AUTHORITY	01-26	01-26	077872	VO	P202602	1/9/2026	0.00	9.18
093753	CK	2/12/2026	HUL002	Hultz/BHU, Inc.	01-26	01-26	077873	VO	25/108-2	1/25/2026	0.00	780.00
093754	CK	2/12/2026	KEN004	Kendrick Equipment (USA) LLC	01-26	01-26	077874	VO	U53324	2/3/2026	0.00	49,095.12
093755	CK	2/12/2026	LEM001	LeMay Mobile Shredding	01-26	01-26	077875	VO	4920754S185	2/1/2026	0.00	75.00
093756	CK	2/12/2026	MCL001	MCLM LLC	01-26	01-26	077876	VO	1165920	1/28/2026	0.00	905.85
093757	CK	2/12/2026	ORE004	O'Reilly Auto Parts	01-26	01-26	077877	VO	3627-399496	2/9/2026	0.00	74.52
093758	CK	2/12/2026	PAC002	PACIFIC COAST SECURITY	01-26	01-26	077878	VO	457274	2/4/2026	0.00	375.00
093759	CK	2/12/2026	PAC003	HAROLD LEMAY ENTERPRISE	01-26	01-26	077879	VO	20740139S183	2/1/2026	0.00	292.08
093759	CK	2/12/2026	PAC003	HAROLD LEMAY ENTERPRISE	01-26	01-26	077880	VO	20740375S183	2/1/2026	0.00	162.29
093759	CK	2/12/2026	PAC003	HAROLD LEMAY ENTERPRISE	01-26	01-26	077881	VO	20740376S183	2/1/2026	0.00	115.30
093759	CK	2/12/2026	PAC003	HAROLD LEMAY ENTERPRISE	01-26	01-26	077882	VO	20741166S183	2/1/2026	0.00	426.05
093759	CK	2/12/2026	PAC003	HAROLD LEMAY ENTERPRISE	01-26	01-26	077883	VO	20742239S183	2/1/2026	0.00	129.47
093760	CK	2/12/2026	PEL002	NW Pelican Pumps LLC	01-26	01-26	077884	VO	2444	1/29/2026	0.00	1,125.19
<b>Check Total</b>											95,812.29	
<b>Check Total</b>											3,026.09	

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093761	CK	2/12/2026	PUG001	PUGET SOUND ENERGY	01-26	01-26	077885	VO	1734 1-26	2/4/2026	0.00	465.50
093761	CK	2/12/2026	PUG001	PUGET SOUND ENERGY	01-26	01-26	077886	VO	4936 1-26	2/4/2026	0.00	230.37
093761	CK	2/12/2026	PUG001	PUGET SOUND ENERGY	01-26	01-26	077887	VO	4944 1-26	2/4/2026	0.00	202.15
093761	CK	2/12/2026	PUG001	PUGET SOUND ENERGY	01-26	01-26	077888	VO	7434 1-26	1/30/2026	0.00	1,359.03
093762	CK	2/12/2026	RAI007	Railworks Track Systems, Inc.	01-26	01-26	077889	VO	293294	1/26/2026	0.00	2,257.05
093763	CK	2/12/2026	SEC003	Security Gate and Access LLC	01-26	01-26	077890	VO	2025-0741	7/16/2025	0.00	146,072.77
093764	CK	2/12/2026	SKI001	SKILLINGS-CONNOLLY, INC.	01-26	01-26	077891	VO	14976	2/2/2026	0.00	18,983.61
093765	CK	2/12/2026	TAG001	TAG'S TROPHIES	01-26	01-26	077892	VO	239835	2/3/2026	0.00	131.76
093766	CK	2/12/2026	TUM007	CITY OF TUMWATER	01-26	01-26	077893	VO	01-26	1/31/2026	0.00	6,113.86
093767	CK	2/12/2026	ULI001	ULINE	01-26	01-26	077894	VO	203433721	1/28/2026	0.00	1,426.10
093768	CK	2/12/2026	UNI010	United Rentals Inc.	01-26	01-26	077895	VO	258046922-001	1/26/2026	0.00	1,168.97
093769	CK	2/12/2026	UNZ001	Jim Unzicker	01-26	01-26	077896	VO	FEB 26 REIMB	2/3/2026	0.00	99.41
093770	CK	2/12/2026	USB002	US Bank - Payment Distributor	01-26	01-26	077897	VO	01182026	1/19/2026	0.00	19,979.93
093771	CK	2/12/2026	VEL002	VELTRE ENGINEERING, INC.	01-26	01-26	077898	VO	W25038_1	1/26/2026	0.00	1,800.00
093772	CK	2/12/2026	VER002	Verizon Wireless	01-26	01-26	077899	VO	6134252841	1/23/2026	0.00	2,505.83
093773	CK	2/12/2026	WAS010	Department of Enterprise Servi	01-26	01-26	077900	VO	731150225	2/6/2026	0.00	135.40

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093773	CK	2/12/2026	WAS010 Department of Enterprise Servis	01-26	077901	VO	82146347	2/9/2026	0.00	2,039.54
093774	CK	2/19/2026	ALW001 ALWAYS SAFE & LOCK	02-26	077903	VO	336213	1/27/2026	0.00	2,174.94
093775	CK	2/19/2026	AME012 InterFlex Payment, Inc.	02-26	077905	VO	4914473	2/6/2026	0.00	533.18
093775	CK	2/19/2026	AME012 InterFlex Payment, Inc.	02-26	077906	VO	4918903	2/13/2026	0.00	794.20
093776	CK	2/19/2026	AME029 Ameriflex Admin	02-26	077907	VO	950324	2/8/2026	0.00	1,327.38
093777	CK	2/19/2026	CAP002 CAPITAL BUSINESS MACHINE	02-26	077908	VO	01-2026	2/5/2026	0.00	1,127.84
093778	CK	2/19/2026	CEN001 Century Link	02-26	077909	VO	3617 2-26	2/11/2026	0.00	120.62
093779	CK	2/19/2026	CEN005 Century West Engineering Corp	02-26	077910	VO	251546	1/30/2026	0.00	14,360.00
093780	CK	2/19/2026	CHR001 CHRISTENSEN INC.	02-26	077911	VO	0816840	1/29/2026	0.00	4,474.74
093780	CK	2/19/2026	CHR001 CHRISTENSEN INC.	02-26	077912	AD	801039C-CM	12/18/2026	0.00	-2,913.52
093780	CK	2/19/2026	CHR001 CHRISTENSEN INC.	02-26	077913	VO	801039R-DM	12/18/2025	0.00	2,908.86
093780	CK	2/19/2026	CHR001 CHRISTENSEN INC.	02-26	077914	VO	817187	1/30/2025	0.00	2,212.50
093780	CK	2/19/2026	CHR001 CHRISTENSEN INC.	02-26	077915	VO	821852	2/12/2026	0.00	3,311.59
093781	CK	2/19/2026	CON001 Continental Logistics, INC	02-26	077916	VO	N99087	2/12/2026	0.00	9,994.17
093782	CK	2/19/2026	E&M001 E&M Consulting Inc.	02-26	077917	VO	C 19949	2/13/2026	0.00	906.95
093783	CK	2/19/2026	EME004 Emerald Services Inc.	02-26	077918	VO	99243737	2/5/2026	0.00	1,138.56
<b>Check Total</b>										
<b>9,994.17</b>										
<b>600.00</b>										

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093784	CK	2/19/2026	FER002 Ferguson Enterprises #3007	02-26	077919	VO	0103678	12/8/2025	0.00	355.75
093785	CK	2/19/2026	FIR006 Firefly	02-26	077920	VO	30000-7519	12/31/2025	0.00	291.13
093786	CK	2/19/2026	GRE011 Greer Environmental Consulting	02-26	072440	VO	1	5/6/2024	0.00	553.00
093786	CK	2/19/2026	GRE011 Greer Environmental Consulting	02-26	072441	VO	2	6/4/2024	0.00	850.00
093787	CK	2/19/2026	LEG001 LegalShield	02-26	077921	VO	00139889 021526	2/15/2026	0.00	<b>1,403.00</b> 21.95
093788	CK	2/19/2026	LIB002 Libby Environmental, Inc	02-26	077922	VO	L268014	2/13/2026	0.00	3,806.10
093789	CK	2/19/2026	MID001 Mid Columbia Forklift	02-26	077923	VO	460014854	1/30/2026	0.00	1,537.20
093790	CK	2/19/2026	OLY005 CITY OF OLYMPIA	02-26	077924	VO	1019-2267 2-26	2/10/2026	0.00	2,891.14
093790	CK	2/19/2026	OLY005 CITY OF OLYMPIA	02-26	077925	VO	1829/19033 2026	2/5/2026	0.00	662.00
093790	CK	2/19/2026	OLY005 CITY OF OLYMPIA	02-26	077926	VO	1838-9510 2-26	2/10/2026	0.00	1,076.13
093791	CK	2/19/2026	OLY021 OLYMPIA SUPPLY COMPANY	02-26	077927	VO	5644	2/12/2026	0.00	<b>4,629.27</b> 24.12
093792	CK	2/19/2026	PET001 PetroCard Inc.	02-26	077928	VO	C964587	2/15/2026	0.00	98.11
093792	CK	2/19/2026	PET001 PetroCard Inc.	02-26	077929	VO	C966125	2/15/2026	0.00	1,027.74
093793	CK	2/19/2026	PIO004 Pioneer Technologies Corp.	02-26	077941	VO	26-1058	2/5/2026	0.00	<b>1,125.85</b> 6,218.50
093794	CK	2/19/2026	POM001 Pomp's Tire Service Inc	02-26	077930	VO	2020058826	2/16/2026	0.00	781.72
093795	CK	2/19/2026	ROC006 ROCKCREST TECHNOLOGY	02-26	077931	VO	44403	2/5/2026	0.00	6,173.51

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093796	CK	2/19/2026	SEA005 Seattle Daily Journal	02-26	077932	VO	3417023	2/6/2026	0.00	96.00
093797	CK	2/19/2026	SKI001 SKILLINGS-CONNOLLY, INC.	02-26	077933	VO	14994	2/10/2026	0.00	2,295.93
093798	CK	2/19/2026	SON001 Jamie Songer	02-26	077934	VO	FEB 26 REIMB	2/8/2026	0.00	182.98
093799	CK	2/19/2026	STA011 Securitas Technology Corporati	02-26	072168	VO	6004070962	4/1/2024	0.00	139.54
093799	CK	2/19/2026	STA011 Securitas Technology Corporati	02-26	072169	VO	6004080586	4/1/2024	0.00	104.75
093799	CK	2/19/2026	STA011 Securitas Technology Corporati	02-26	077942	VO	6005493641	1/5/2026	0.00	109.99
093800	CK	2/19/2026	THO006 Thomas Architecture Studios (T	02-26	077935	VO	2539-03	1/31/2026	0.00	<b>354.28</b> 43,108.50
093801	CK	2/19/2026	TOP002 TOP NOTCH SECURITY, INC.	02-26	077936	VO	1900-11449	1/31/2026	0.00	25,107.00
093802	CK	2/19/2026	UNI014 UNITED INITIATORS CANADA	02-26	077937	VO	52215657	1/29/2026	0.00	9,388.39
093803	CK	2/19/2026	VIC001 Quinton Vickaryous	02-26	077938	VO	feb 26 reimb	2/4/2026	0.00	88.45
093804	CK	2/19/2026	WAS010 Department of Enterprise Servi	02-26	077939	VO	731150137	2/4/2026	0.00	65.10
093805	CK	2/19/2026	ZZHALD Connie Hald	02-26	077940	VO	02112026	2/11/2026	0.00	30.00
093806	CK	2/19/2026	ZZHOFMANN Pamela Hofmann	02-26	071366	VO	Marina Refund	2/22/2024	0.00	212.88
093807	CK	2/19/2026	ZZJOHANSEN Jalen Johansen	02-26	072322	VO	Marina Refund	5/28/2024	0.00	24.99
093808	CK	2/19/2026	ZZKASKI Kaski Inc.	02-26	072302	VO	Refund	5/21/2024	0.00	135.72

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093809	CK	2/19/2026	ZZOLYMPIA	Olympia Musical Theater	02-26	02-26	072295	VO	Refund	5/14/2024	0.00	250.00
093809	CK	2/19/2026	ZZOLYMPIA	Olympia Musical Theater	02-26	02-26	072296	VO	Refund	5/23/2024	0.00	250.00
093810	CK	2/19/2026	ZZSTIMPSON	Calden Stimpson	02-26	02-26	072482	VO	Marina Refund	6/24/2024	0.00	<b>500.00</b>
093811	CK	2/23/2026	196001	1961 Consulting LLC	02-26	02-26	077960	VO	2334	1/15/2026	0.00	2,500.00
093812	CK	2/23/2026	ALL001	Allstream	02-26	02-26	077961	VO	22197853	2/8/2026	0.00	4,863.08
093813	CK	2/23/2026	BRU003	Brumfield Construction Inc.	02-26	02-26	077962	VO	41866	8/14/2025	0.00	3,748.82
093813	CK	2/23/2026	BRU003	Brumfield Construction Inc.	02-26	02-26	077963	VO	41867	8/14/2025	0.00	52,566.63
093814	CK	2/23/2026	CEN005	Century West Engineering Corp	02-26	02-26	077964	VO	251541	1/30/2026	0.00	<b>56,315.45</b>
093814	CK	2/23/2026	CEN005	Century West Engineering Corp	02-26	02-26	077965	VO	251542	1/30/2026	0.00	46,578.44
093815	CK	2/23/2026	FIR006	Firefly	02-26	02-26	077966	VO	30000-8016	1/20/2026	0.00	<b>72,578.44</b>
093816	CK	2/23/2026	WAS007	WA ST Employment Security	02-26	02-26	077967	VO	Q4/2025	1/10/2026	0.00	21,799.58
093817	CK	2/23/2026	WAS089	WA State Employment (9046)	02-26	02-26	077968	VO	Q4-2025	12/31/2025	0.00	33,766.37
093818	CK	2/26/2026	AAA002	AAA Fire Protection Inc.	02-26	02-26	077971	VO	12539795	2/13/2026	0.00	3,844.78
093819	CK	2/26/2026	AGA002	AG Adjustments LTD	02-26	02-26	077972	VO	02132026	2/13/2026	0.00	686.25
093820	CK	2/26/2026	ARA001	Vestis	02-26	02-26	077974	VO	1-26 3000	1/30/2026	0.00	472.09
093820	CK	2/26/2026	ARA001	Vestis	02-26	02-26	077984	VO	01-26 2000	1/26/2026	0.00	330.95
<b>Check Total</b>												<b>592.90</b>

Date: Monday, March 2, 2026  
 Time: 03:30PM  
 User: TJC

## Port of Olympia Warrant Register

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 Report: 03630.rpt  
 Company: PORTOLY

Periods: 01-26 Through 02-26 As of: 3/2/2026

Warrant Nbr	Warrant Type	Warrant Date	Vendor ID Vendor Name	Period To Post	Ref Closed	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
093821	CK	2/26/2026	BER005 BERK CONSULTING, INC	02-26	077975	VO	F0011206-01	2/16/2026	0.00	780.00
093822	CK	2/26/2026	COM015 Comcast	02-26	077976	VO	263874563	2/15/2026	0.00	732.78
093823	CK	2/26/2026	DRA002 Drain Pro Inc.	02-26	077977	VO	153546	2/15/2026	0.00	411.00
093823	CK	2/26/2026	DRA002 Drain Pro Inc.	02-26	077978	VO	153547	2/15/2026	0.00	678.00
093824	CK	2/26/2026	EXP002 Experience Olympia & Beyond	02-26	077979	VO	997-38098	2/18/2026	0.00	1,089.00
093825	CK	2/26/2026	ILW001 I.L.W.U. LOCAL #47	02-26	077980	VO	02012026	2/1/2026	0.00	483.98
093826	CK	2/26/2026	MCM001 MCMASTER-CARR SUPPLY C	02-26	077981	VO	60287413	2/23/2026	0.00	224.66
093827	CK	2/26/2026	MIL002 Miles Sand & Gravel Company	02-26	077982	VO	12212025	12/31/2025	0.00	181,006.55
093828	CK	2/26/2026	OLY004 CITY OF OLYMPIA	02-26	077983	VO	02202026	2/20/2026	0.00	18,835.23
093829	CK	2/26/2026	OLY009 Olympia Downtown Alliance	02-26	077985	VO	8810	2/23/2026	0.00	400.00
093830	CK	2/26/2026	OLY021 OLYMPIA SUPPLY COMPANY	02-26	077986	VO	5685	2/22/2026	0.00	14.26
093831	CK	2/26/2026	PUG016 Puget Paving & Construction, Ir	02-26	077987	VO	23-2807 Bd	7/30/2025	0.00	348.00
093831	CK	2/26/2026	PUG016 Puget Paving & Construction, Ir	02-26	077988	VO	23-280-8 BD	8/28/2025	0.00	766.25
093832	CK	2/26/2026	SEA005 Seattle Daily Journal	02-26	077989	VO	3417284	2/17/2026	0.00	1,114.25
093833	CK	2/26/2026	SNO002 Snowberry Media	02-26	077990	VO	2198	2/5/2026	0.00	8,653.75
<b>Check Total</b>										<b>3,882.00</b>
<b>Check Total</b>										<b>1,114.25</b>
<b>Check Total</b>										<b>105.60</b>

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 Company: PORTOLY

Periods: 01-26 Through 02-26 As of: 3/2/2026

Warrant Nbr	Warrant Type	Warrant Date	Vendor ID Vendor Name	Period To Post	Ref Closed	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
093834	CK	2/26/2026	STA002 STANDARD INSURANCE COM	02-26	077991	VO	02212026	2/18/2026	0.00	2,854.98
093835	CK	2/26/2026	STA011 Securitas Technology Corporati	02-26	077992	VO	6005565800	2/5/2026	0.00	161.31
093836	CK	2/26/2026	STE009 Stericycle Inc	02-26	077993	VO	8013429388	2/13/2026	0.00	10.36
093837	CK	2/26/2026	THR001 THREE THINGS COLLECTIVE	02-26	077994	VO	2025-1050	2/10/2026	0.00	6,000.00
093838	CK	2/26/2026	THU008 Thurston Regional	02-26	077995	VO	portoly-2026-01	2/12/2026	0.00	3,686.19
093839	CK	2/26/2026	WAY001 Wayne's Roofing Inc.	02-26	077996	VO	3851	2/4/2026	0.00	1,516.34
093840	SC	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	02-26					
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	077997	VO	21331	2/16/2026	0.00	144.75
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	077998	VO	21332	2/16/2026	0.00	162.75
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	077999	VO	21333	2/16/2026	0.00	233.00
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078000	VO	21334	2/16/2026	0.00	343.75
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078001	VO	21335	2/16/2026	0.00	264.75
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078002	VO	21337	2/16/2026	0.00	330.00
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078003	VO	21338	2/16/2026	0.00	191.75
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078004	VO	21341	2/16/2026	0.00	397.00
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078005	VO	21343	2/16/2026	0.00	140.50
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078006	VO	21344	2/16/2026	0.00	313.00
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078007	VO	21345	2/16/2026	0.00	438.75
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	02-26	078008	VO	21489	2/16/2026	0.00	691.25

Date: Monday, March 2, 2026  
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## Port of Olympia Warrant Register

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Periods: 01-26 Through 02-26 As of: 3/2/2026


Warrant Nbr	Warrant Type	Warrant Date	Vendor ID Vendor Name	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	078009	VO	21490	2/16/2026	0.00	897.30
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	078010	VO	21491	2/16/2026	0.00	1,326.34
093841	CK	2/26/2026	WES022 West Coast Mechanical Solutio	078011	VO	21492	2/23/2026	0.00	448.65
093842	CK	2/26/2026	ZZBAURMEIS Carrie Baumeister	077969	VO	feb 26 refund	2/26/2026	0.00	<b>6,323.54</b>
093843	CK	2/26/2026	ZZPELOQUIN Mark Peloquin	077970	VO	feb 26 refund	2/26/2026	0.00	61.84
093844	-	200058	Missing						
200059	ZC	2/26/2026	PAM001 Pampe Enterprises, LLC	077952	VO	02172026	2/17/2026	0.00	22,972.77
200059	ZC	2/26/2026	PAM001 Pampe Enterprises, LLC	078012	AD	void ck#001625	2/26/2026	0.00	-22,972.77
<b>Check Total</b>									<b>0.00</b>

Warrant Count: 155

Acct Sub Total: **2,311,177.79**

Check Type	Count	Amount Paid
Regular	145	1,155,882.53 ✓
Hand	0	0.00
Void	8	-25,561.53 ✓
Stub	1	0.00
Zero	1	0.00
Mask	0	0.00
Electronic Payment	24	1,180,856.79 ✓
<b>Total:</b>	<b>155</b>	<b>2,311,177.79 ✓</b>

Company Disc Total: **0.00**      Company Total: **2,311,177.79**

 <b>PORT of OLYMPIA POLICIES &amp; PROCEDURES MANUAL</b>			
Section:	100 EXECUTIVE POLICY & PROCEDURE	Revision Date:	01/2026
Policy:	DRUG & ALCOHOL-FREE WORKPLACE	Policy No.	111
Approver:	COMMISSION	Resolution	No

**POLICY:**

The purpose of this policy is to establish and maintain a drug and alcohol-free workplace within the Port of Olympia facilities and a drug and alcohol-free employee condition while Port employees are engaged in performance of Port of Olympia work.

The Port of Olympia is committed to promoting employee health and well-being, client confidence, and safety in the workplace

As used in this Policy, the term “illegal drug” refers to drugs and controlled substances, the possession or use of which is unlawful under federal, state, or local laws and regulations in the United States. “Illegal drug” as used in this policy also includes marijuana (notwithstanding Washington voters’ approval of I-502) because the Port receives federal funding, and federal law makes marijuana illegal (21 U.S.C. § 801-971). Drugs and controlled substances that are not legally obtainable, or that are legally obtainable but have not been legally obtained, are considered illegal drugs. Examples of such drugs include, but are not limited to, cocaine, heroin, marijuana, and controlled substances such as amphetamines, methamphetamines, and barbiturates. The term “illegal drug” does not apply to a controlled substance used pursuant to valid prescription or other uses authorized by law but *does include* prescribed drugs not being used for prescribed purposes or in a prescribed manner.

**PROCEDURE/GUIDELINE:** Consistent with the intent of the commitments above, the following guidelines are provided to assist Port employees in complying with the purpose of this Policy as follows:

1. All Port of Olympia employees who report to work must be in a condition fit to perform their duties, unimpaired due to the use of alcohol or other drugs.
2. The unlawful use, possession, delivery, dispensation, distribution, manufacture or sale of illegal drugs (including marijuana) in Port vehicles, on Port premises, or on official business is prohibited. Documented evidence of illegal drug involvement will be given to law enforcement agencies.
3. Open alcoholic beverages are prohibited in Port vehicles in accordance with Washington State law.
4. Consumption of alcoholic beverages is prohibited on Port premises except as approved by either the Port Commission or Executive Director. Approval will generally be in accordance with either Port promotional hosting activities or approved Port functions.
5. The Port recognizes that on behalf of the Port, employees may participate in official social activities such as promotional hosting events, where alcohol is served. This policy does prohibit employees from consuming alcohol at these events as the event is work related and the employee is officially representing the Port. This prohibition does not apply to unofficial events, such as employee appreciation events held after working hours.
6. The Port of Olympia participates in and receives funding from federal programs. Federal grant programs require that an employee engaged in the performance of a federal grant notify the Port of Olympia in writing of any criminal drug statute conviction for a violation occurring in the workplace no later than five calendar days after such conviction. The Port of Olympia is required to:


- a) Notify the federal agency in writing within ten calendar days after receiving notice under paragraph 6 from an employee or otherwise receiving actual notice of such conviction; and
- b) Take at least one of the following two actions within 30 calendar days of receiving notice under paragraph 6 with respect to any employee who is so convicted:
  - 1) Take appropriate personnel action against such an employee up to and including termination; or
  - 2) Require such employee participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency [Public Law 100-690 Title V, Subtitle D, 41 USC 701 et. seq.].
- 7. Employees taking prescribed physician or over-the-counter medications must notify their supervisor of the fact that they are taking such medication and the side effects of that medication if there is a substantial likelihood that such medication may affect either job function or safety.
- 8. Any Port of Olympia employee found in violation of this Policy will be subject to formal action, up to and including termination. Except in cases of drug delivery or sale, an employee may be offered the services of the Employee Assistance Service (EAS).

**Pre-Employment Drug Testing**

Any applicants who have been offered employment for positions that have state or federal drug testing compliance requirements must pass a drug test to be eligible for employment. Each applicant must provide a signed consent form after being given a conditional offer of employment. The applicant must then provide a urine specimen at a site designated by the Port. The specimen will be sent to a laboratory designated by the Port for testing. The pre-employment drug screen will be paid for by the Port.

The drugs that will be tested for will depend on the state or federal requirement dictating the testing. The drug test will be administered after the conditional offer of employment is made and before the first day an employee reports to work. Notice will be given to the candidate to report for the test, which will be scheduled by the Port, and the test will be administered in sufficient time to allow results prior to initial reporting to duty. The offer of employment is contingent upon passing the drug test.

Those applicants who do not successfully pass the drug test shall be ineligible for hire. They shall be informed that they can become re-eligible for hire in six (6) months, provided they pass a subsequent drug test.

The Port of Olympia will not discriminate against applicants for employment because of a history of drug abuse/alcoholism.



**Post-Accident Testing**

When a Port employee becomes involved in an accident or incident affecting persons or property while doing business or work for the Port, the employee’s department director will determine whether there is a reasonable suspicion that a drug and/or alcohol test is appropriate. The following circumstances may require testing:

- a. After an incident when there has been damage to Port or citizen’s property; or
- b. After any accident resulting in an OSHA recordable injury, or a near-miss that could have resulted in a serious injury or death; or
- c. After any accident involving injuries requiring only first aid; or
- d. After any accident involving vehicles regulated by the Department of Transportation (DOT).

An employee may choose to be tested for self-protection at Port expense after an incident.

**Reasonable Suspicion Testing**

An employee who is reasonably suspected of being under the influence will be tested when requested by a supervisor or manager only when the suspicion is substantiated by another supervisor or manager.

Reasonable Suspicion Testing must be based on observable evidence, including, but not limited to the following:


- Observed alcohol or drug use during work hours or on Port premises; or
- Apparent physical state of impairment, as indicated by signs such as odor of alcohol, slurred speech, or staggering walk; or
- Incoherent mental state; or
- Marked changes in personal behavior and/or deteriorating work performance that is not resolved through usual corrective action; or
- Fights, assaults, and flagrant violations of established safety, security, or other operating procedures during work hours, while on Port premises, or when otherwise representing the Port of Olympia.

An employee will be informed of the reasons for testing when they are asked to submit to a test. The employee will be made aware that refusal constitutes insubordination and is grounds for disciplinary action, up to and including termination of employment. If the employee is a member of a bargaining unit, the employee will have a union representative present, if a union representative is not available on site ILWU Local 47 will be contacted to provide one. An employee who challenges the decision to require testing will immediately be relieved of duty and put on administrative leave to await disciplinary proceedings, noting that they may file a grievance later. Testing methodology will follow the same guidelines as any other cause for substance testing.


Any supervisor who observes an incident suggesting that a substance test may be appropriate for a given employee will write a separate report of the incident. This report will include a description of the employee's observed condition, any statements made, any actions taken and all the people involved in the incident. In all circumstances of suspected drug or alcohol use, appropriate transportation will be provided for the employee. If the employee refuses to accept transportation and attempts to drive, any supervisor or manager will notify the proper law enforcement authorities.

The Port of Olympia encourages any employee with a drug or alcohol problem to contact the **Employee Assistance Service, Uprise Health at 800-395-1616** for professional assistance, or contact their Hiring Supervisor/Manager for assistance. The Port of Olympia wishes to help employees and will, at the employee's request, refer them to an appropriate agency or clinic in coordination with the Employee Assistance Service for professional assistance. There is no monetary cost for either the Port employee or members of their immediate family associated with the use of the Employee Assistance Service. All communications will be confidential. Employees will not be subject to discipline for voluntarily acknowledging drug/alcohol problems. This will not excuse violations of the Drug Free Workplace Policy for which the employee may be subject to corrective action.

DRAFT

 <b>PORT of OLYMPIA POLICIES &amp; PROCEDURES MANUAL</b>		Page:	1 of 1
Section:	200 EMPLOYMENT PRACTICES-PERSONNEL	Revision Date:	12/2025
Policy:	RECRUITMENT, HIRING & APPOINTMENT	Policy No.	201
Approver:	COMMISSION	Resolution	No

**POLICY**

It is the Port of Olympia’s (Port) policy to ensure that the hiring process is equitable, transparent, consistent and provides each job seeker access and opportunity. All appointments to positions at the Port will be based on qualifications as articulated in the job description.

In compliance with the Immigration Reform Act, all employment offers will be contingent on applicants’ submitting acceptable proof of identity and authorization to work in the United States. The Port is a drug, alcohol, and smoke-free employer. A pre-employment drug test and criminal background check may be required for positions that have state or federal compliance requirements dictating such.


The Port selection and employment procedures are designed to comply with the Americans with Disabilities Act.

The Port hires employees to meet specific needs and to fill discrete positions. Some of these positions are for a specific project or need that is defined in a work plan, some positions are temporary in duration, some are temporary but recurring (such as summer maintenance help), and some are regular full-time, reduced hour or part-time positions.

**Benefits**

The Port will provide employee benefits to all full-time employees, or elected commissioners, commencing on their hire date, or as defined by the benefit provider. The Washington State Health Care Authority maintains that an employee is eligible for medical and life insurance benefits when they work an average of at least 80 hours per month and at least eight hours in each month for more than six consecutive months. Reduced-hour employee benefits will be adjusted by using their scheduled work time converted to a percentage of full-time, and all benefits that are time dependent (e.g.: vacation time, sick accrual, and holiday pay) will be provided in the same ratio as the reduced-hour schedule bears to full-time employment, *except for* medical, life insurance, and PERS benefits, which shall be provided in full to all reduced hour and full-time employees. Part-time employees (under 50%) of the Port are not eligible for benefits except as defined by the Dept. of Retirement Systems for position eligibility and under WA State Initiative 1433 that provides employees must accrue paid sick leave at a minimum rate of one hour of paid sick leave for every 40 hours worked.

The Port will provide all employee benefits to temporary and project positions beginning with the first day of their 6<sup>th</sup> consecutive month of more than 80 hours per month of service after their hire date. If a person filling a temporary or project position is hired for a period longer than six months, the benefits will be provided commencing on their hire date. The benefits begin for a temporary or project employee when the decision is made to exceed the six-month requirement. No benefits are retroactive after the decision has been made.

			
Section:	400 HOURS OF WORK	Revision Date:	12/2025
Policy:	WORK PERIODS	Policy No.	402
Approver:	COMMISSION	Resolution	No

**POLICY:** The Port of Olympia workweek is defined as Monday through Sunday. The Port may at times require employees to work beyond their normal work schedule due to workload peaks or unplanned circumstances. Human Resources determines if each position meets the provisions of the [Fair Labor Standards Act \(FLSA\)](#) and the [Washington Minimum Wage Act \(WMWA\)](#) and if the position is overtime eligible or exempt based on the criteria established by the U.S. Department of Labor and Washington State Department of Labor and Industries, respectively.

1. **Non-Exempt** - Non-exempt employees shall receive overtime compensation (in accordance with FLSA) if any of the conditions in "b" or "c" are met and may receive overtime compensation if condition "a" is met.
  - \*Union employees will follow the ILWU contract currently in effect.
  - a) Work in excess of a forty-hour workweek is paid at an overtime rate (all hours worked by an employee and time-off for holidays, qualify towards the 40-hour workweek threshold). However, time-off with pay including vacation, sick, bereavement leave, and/or any used compensatory time do not qualify as part of the 40-hour work week hours actually worked, and therefore any hours earned in excess of 40-hour work week will be compensated at either a straight time rate of pay or overtime rate of pay depending on total number of hours worked.
  - b) Work on a holiday.
  - c) Work on a scheduled day off; rate of pay at standard rate or overtime rate per FLSA guidelines.

Example:

In one week, you work 32 hours and take 8 hours of vacation. Then you work 10 hours on Saturday. All totaled, you worked 42 hours and took 8 hours vacation. How are you paid?

- 40 hours worked + 8 hours vacation = 48 hours straight time rate
- 2 hours worked in excess of 40 = 2 hours overtime rate

ILWU is paid overtime per their contract.


2. **Exempt Employees** - Employees in job classes that are EXEMPT from the overtime provisions of FLSA and are not required to be compensated beyond their regular rate of pay for work, which meets the conditions for overtime. Reduced hour exempt employees will be paid up to 40 hours per week for actual time worked; excess hours will follow the same guidelines as full-time exempt staff.

- 3. **Approval for Overtime - All overtime work must have prior approval by the supervisor at the time overtime is worked.** Overtime for non-exempt employees must be approved in advance by the respective supervisor. Such authorization may be verbal, written, specific, or general, as the needs of the department shall dictate; however, the details of the request and approval must be noted for the day the overtime occurred withing the electronic timesheet. An announcement that no overtime work will be permitted, or that overtime work will not be paid for unless authorized in advance will not impair the employee's right to compensation for compensable overtime hours that are worked. At the employee's discretion, the employee determines whether the overtime will be paid or earned as compensatory time via their request form per appropriate coding within their electronic timesheet.
- 4. **Overtime Policy May Not Be Waived** - The requirement that overtime compensation shall be paid (in accordance with numbers 1 and 2 above) may not be waived by agreement between employer and employee. Therefore, overtime compensation, in accordance with numbers 1 and 2 above, shall be compensated as overtime pay or compensatory time earned.
- 5. **Travel Time is Considered Work Time** - Travel time to and from your destination (after arriving at the regular office site) is considered time worked.
- 6. **Compensatory Time or Cash Compensation** - Once a decision has been made to approve overtime, the employee has the choice whether to receive compensatory time off in lieu of overtime pay. It is recommended (not required) that this decision be made at the time authorization for overtime work is approved. All unused compensatory time accrued as of December 31 of each year will be compensated prior to the year-end payroll. No compensatory time shall be carried over into a subsequent year.
- 7. **Compensatory Time Cash-Out** - All employee's accrued compensatory time shall be compensated in cash when the employee separates from service for any reason including death.
- 8. **Filing of Request Forms – Timely prepared/approved Request Forms** are the official record of overtime hours earned/used by an employee. A Request Form is considered to be timely as follows:
  - a. If it has been submitted by the employee to their supervisor within the pay period, the overtime is has been worked.
  - b. If an employee is unable to timely submit the Request Form through time tracker due to sickness, unplanned leave, travel status or similar cause, the employee must submit the Request Form as soon as he or she returns to work.


- 10. **Use of Compensatory Time** – The use of compensatory time is documented through the time and accounting system by filling out a request form that is submitted to the employee's supervisor and reflected on the time sheet for that pay period.

**Rest Breaks for Overtime-Eligible Employees**

Overtime-eligible employees must be allowed a paid rest period, free from duties, of at least 10 minutes for every four hours worked. Additionally:

1. Overtime-eligible employees cannot be required to work more than three hours without a rest break.
2. Breaks must be scheduled as close to the midpoint of a work period as possible (i.e., cannot be combined with the meal period or used for late arrival or early departure).
3. Employers can require workers to stay on the job site during a rest break.
4. Rest breaks taken are considered "hours worked" when calculating paid sick leave and overtime.

Overtime-eligible employees cannot waive their rest breaks.

1. Supervisors of overtime-eligible employees must ensure employees are taking their rest breaks for every four hours worked, regardless of telework status. If a supervisor becomes aware that the rest breaks are not being taken, they must instruct the overtime-eligible employee to take their breaks and report the issue to the Workplace Culture and Development Manager.
2. Employees must be provided with reasonable access to bathroom facilities and may not be required to use the facilities only during their rest break.
3. In some jobs, "mini" rest breaks can be taken instead of a scheduled rest break. These "mini" rest breaks must total at least 10 minutes over a four-hour period. Overtime-eligible employees should work with their supervisor to determine if this is permissible.

**Meal Periods for Overtime-Eligible Employees**

Overtime-eligible employees must be allowed a non-paid meal period when they work more than five hours in a shift. A meal period must be at least 30 minutes and start between the second and fifth hour of the shift. Depending on the length of the shift and timing of the meal period provided, employees may also be entitled to additional non-paid meal periods.

Eligible overtime employees must be paid for meal breaks if:


- They are required to remain on duty.
- The employer requires them to remain on-call on the premises or worksite in the interest of the employer, even if they are not called back to duty.
- They are called back to work, interrupting the meal period.

Overtime-eligible employees who are required to work or remain on duty during a meal break are still entitled to 30 minutes total mealtimes, excluding interruptions. The entire meal period must be paid regardless of the number of interruptions. Work performed during meal breaks is considered "hours worked" when calculating paid sick leave and overtime.

**Overtime Exempt Employees**

Overtime-exempt employees are not authorized to receive overtime compensation. Per FLSA and WMWA, an employee is considered exempt from overtime pay if the three following criteria are met:

- They are paid on a salary (not hourly) basis, except for certain IT workers. Being paid on a salary basis means that an employee is paid the same amount per workweek regardless of the hours the employee works.
- They are paid at least the current state salary threshold, regardless of the percentage of time worked. The same threshold applies to part-time employees and is not prorated for employees who are less than full-time.
- They meet the duties test for one or more of the exemption categories as regulated by FLSA and WMWA.

 <b>PORT of OLYMPIA POLICIES &amp; PROCEDURES MANUAL</b>			
Section:	700 USE OF PORT RESOURCES	Revision Date:	3/2026
Policy:	AI/COMPUTER VISION USAGE	Policy No.	708
Approver:	COMMISSION	Resolution	No

**POLICY:** Generative AI (AGI) is a technology that can create content, including text, images, audio, or video, when prompted by a user. Generative AI systems learn patterns and relationships from massive amounts of data, which enables them to generate new content that may be similar, but not identical, to the underlying training data. The systems generally require a user to submit prompts that guide the generation of new content. Examples of tools: OpenAI’s ChatGPT, Google’s Gemini, Microsoft Copilot and Canva. There is current interest in using Generative AI systems to assist in Port business.

Agentic AI can make decisions, plan actions and execute tasks. It can also automate processes. These are normally AI features built into software that the Port licenses. Firefly’s ticket system includes a chat version of agentic AI which asks questions to further automate ticket request information and triaging.

Computer Vision is the automated identification, interpretation and analysis of visual data such as images or video.

However, their use carries several risks which must be carefully managed to ensure it does not lead to unintended consequences. This Policy provides guidelines for the acceptable use of AI systems at the Port of Olympia and is intended to promote responsible and ethical use of this technology, not hold back any responsible use of AI.

**PROCEDURE:**

**Training**

- All Port employees must complete the AI training provided by IT before using any AI systems
- This training will consist of the Firefly courses Responsible AI Use and AI Hallucination Detection

**Acceptable Uses**

- Edit images or videos for marketing and communication purposes
- Summarize or transcribe publicly accessible meetings, internet content or other publicly accessible data
- Ask questions to assist in knowledge attainment
- Intake data and improve analysis of data
- Extract data from publicly available documents
- Improving language in communications, documents or letters
- Language translation
- Help with coding
- Automate or improve processes.

**Usage Guidelines**

The purpose of AI is to assist employees by streamlining processes, assisting with creativity, expanding the user's knowledge, or incubating ideas. It is not meant to replace an employee's work.

Licensing of AI tools requires business or team licensing per the Software Licensing Policy. Each Port employee who utilizes AI tools must have their own login under the Port's license/account to use the software. Users must attend and pass the aforementioned AI Cybersecurity training. All software, software features, and user account requests are required to be vetted through the Port IT Manager and the employee's supervisor to ensure the product meets security standards, that the terms and conditions are acceptable for business use, and that the employee has completed all required training. This can be accomplished through the respective LaserFiche form.

AI must not be used for the following:

- To generate content that is misleading, defamatory, discriminatory, or illegal
- To analyze any Port proprietary code
- To generate automated responses to specific inquiries
- To impersonate individuals or organizations
- To generate content that violates privacy laws or regulations
- To engage in activities that could harm the Port's reputation.

Most of all, unless utilizing Port IT-approved, private systems that are verified for data privacy, **AI must not be used with non-public or personally identifiable data.** A non-exhaustive list of data includes social security numbers, driver's license number, identification card number, account numbers, credit card numbers, security codes, passwords, personnel records, residential phone numbers and addresses, personal cell phone numbers, personal addresses, emergency contact information or information protected by HIPAA. Such information may be used to expand the training dataset and could be seen as an unintentional breach. Basically, if you wouldn't share with other people or put the data in a public place, avoid sharing the information in the prompt.

When using an AI platform with any potentially sensitive information, ensure the terms of use include policies around data retention and protection. Specifically, the platform must provide isolation of any input prompts from other platform users. Any Port data retained by the platform should be purged upon termination. Additionally, no Port data are allowed to be sold or transferred to 3rd parties. Paid subscriptions to generative AI platforms may offer more favorable terms and conditions and are generally required in place of free/public versions. Use of any AI system not listed in the approved list below is prohibited.

#### **Approved AI System/Platform List**

- ChatGPT Business – Licensed through IT
- Canva Teams – Licensed through IT

Firefly Agentic Ticketing ChatAI Systems Under Review


- Laserfiche Smart Fields
- CoPilot in Office 365

#### **Best Practices with Examples**

- **Disclosure and Attribution**
  - AI-generated content used in official Port capacity should be clearly labeled as such, and details of its review and editing process (how the material was reviewed, edited, and by whom) should be provided. This allows for transparent authorship and responsible content evaluation. If AI is used for more than language refinement, citing is heavily recommended.

- Sample disclosure line: This memo was summarized by Google Gemini using the following prompt: "Summarize the following document: (document content)." The summary was reviewed and edited by [insert name(s)].
- Even when you use AI minimally, disclosure builds trust through transparency, and it might help others catch errors.
- **Fact Check and Review All AI-Generated Content**
  - AI can produce plentiful information within short timespans. However, it can also be prone to information that may be inaccurate, outdated or made up. Some models may return biased responses.
  - It is the responsibility of the user to verify the validity of all output including events, facts, links and references. Usage of generative AI to draft articles, policies, blogs, social media posts or other publishable items must include a thorough manual check of all data as part of the workflow. Copyrighted data should not be an output unless properly attributed to the creator.
- **Have a Clear Goal for Each Use Case While Considering the Impact of the Use Case**
  - Craft meaningful prompts. The best workflows and creative works come from thoughtful, iterative prompting.
  - Ask yourself "Does this use improve productivity? Does it improve the workflow or product it is meant to augment?"

**REFERENCES:** Refer to [Washington State's Generative AI Guidelines](#) for additional guidance including principles for usage and usage scenarios.

 <b>PORT of OLYMPIA POLICIES &amp; PROCEDURES MANUAL</b>			
Section:	1405 TECHNOLOGY	Revision Date:	1/2026
Policy:	PATCHES & UPDATES	Policy No.	1405
Approver:	COMMISSION	Resolution	No

**POLICY:** The purpose of patching and updating is to maintain the security, stability, and performance of Port assets and infrastructure by ensuring that applications, hardware & operating system. This Policy aims to mitigate vulnerabilities before they can be exploited and minimize system downtime caused by software instability. This Policy defines the automated cadence for scanning, approving and deploying software patches across all managed hardware & software. It establishes a “Daily Maintenance Window” during off-hours to ensure updates are applied with minimal disruption to the public, Port employees and operations.

**PROCEDURE:**

**Scheduling & Execution**

- Vulnerability Scanning:
  - Daily at 2:30 AM
  - Persistence: Run scan immediately if missed is enabled to ensure mobile devices are scanned as soon as they rejoin the network.
  - Wake-on-LAN: Automatically wakes systems to ensure maintenance windows are utilized.
- Update Deployment
  - Daily at 3:30 AM

**Automation & Quality Control**

- Restore Point Creation
- Run script to verify no critical services/applications are in an active or locked state
- If script returns positive result for active/locked or fails, update is cancelled.
- Runs automation after update when deemed necessary

**Approval Framework**

- Critical Updates
  - Automatic approval
  - Within 24-48 hours of release
- Regular Updates
  - 14-day Delayed approval
- Service Packs
  - 14-day Delayed approval
- Feature Packs

- 14-day Delayed approval
- Definition Updates
  - Automatic approval
- Patch Intelligence
- Advanced Approvals

**Patch Intelligence & Risk Mitigation**

- If a patch is flagged with “Caution” or “Known Issues” it is set to Manual Review
- Driver updates for specialized hardware are set to manual

**Compliance & Enforcement**

- Reboot Behavior
  - Systems will prompt users 4-hour countdown
  - Public-facing systems and gate controllers are authorized for immediate reboot at 4:00 AM
- Zero-Day Response
  - Zero-day vulnerabilities must be addressed within 24 hours, over-riding the standard schedule if necessary.
- Documentation
  - All patch logs are retained for 3 years to satisfy USCG audits and Washington State Auditor requirements.

**Commission Meeting Minutes  
Tuesday, October 14, 2025**

**Call to Order – Commission Meeting**

Commission President Jasmine Vasavada called a Commission Meeting of the Port of Olympia Board of Commissioners to order and open to the public at 5:34 p.m., Tuesday, October 14, 2025, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

**Present**

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Amy Harding and Bob Lyall.

Attended Virtually: Commissioner Sarah Montano – Secretary.

Staff: Alex Smith, Executive Director, Chris Pierce-Wright, General Counsel; Warren Hendrickson, Director of Operations; Mike Reid, Director of Community and Economic Development; Karen Andrade, Communications Specialist; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

**Approval of Agenda**

Commissioner Harding moved to approve the agenda. Commissioner Sanders seconded the motion. Commissioner Harding moved to amend the agenda, removing item F4, *Approval of Minutes: Commission Meeting – September 22, 2025* from the Consent Calendar. Commissioner Vasavada seconded the amended motion. Amended motion passed unanimously.

**Executive Director Report**

Alex Smith, Executive Director, reported on recent port activities. She recently met with the East Bay Neighborhood Association to discuss several Port initiatives. Three Port Commissioners and staff are officially entered in the Boo-Coda Casket Races this Saturday as part of the Bucoda Spooktacular Festival. Monday, October 20 at 6:00 p.m. Commissioner Montano will hold a Town Hall. Executive Director Smith gave an update on Port paving projects. The Lacey MakerSpace's inaugural fundraiser was attended by Commissioners Sanders and Montano, along with Port staff. Port staff and Commissioners attended and supported the Thurston Economic Development Council's Annual Real Estate Forum.

In addition, she 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**

One individual provided public comments regarding the Port's finances.

## **Consent Calendar**

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

## **Pending Issues or Business**

Pending Issues Updates. Executive Director Alex Smith reported that there were no new updates to the Pending Issues list.

## **Action Calendar**

None.

## **Action/Other Calendar**

None.

## **Advisory Calendar**

Website Update Contract. Mike Reid, Director of Community and Economic Development, introduced Karen Andrade, Communications Specialist, who presented background information on updating the Port's website, the scope, goals and objectives for the project, and its projected costs and breakdown of services. After reviewing 33 proposals and two rounds of review, Snowberry Media was selected for the contract. The project should commence in November 2025, and completion is anticipated by July 2026. Consent approval will be requested at the October 27, 2025, Commission meeting to approve the contract with Snowberry Media.

## **Commissioner Reports/Discussion**

Commissioner Montano reminded and invited everyone to her Town Hall, held this Monday, October 20, 2025, from 6:00 – 7:00 p.m. in the Port of Olympia's Olympics Room. She is looking for public input on the Port's budget, the Waterfront Center and environmental plans. She thanked Port staff for the recent budget retreat.

Commissioner Harding shared that the Thurston Regional Planning Council (TRPC) will conduct interviews for a new executive director next week. Experience Olympia and Beyond, in its desire to be collaborative and transparent, has invited all of the mayors and chair people of our neighboring jurisdictions to attend their next meeting, and to give feedback as to what they would like to see in the next executive director. Commissioner Harding's quote is from Jane Goodall: "You cannot get through a single day without having an impact on the world around you. What you do makes a difference, and you have to decide what kind of difference you want to make."

Commissioner Iyall reported that he recently attended the WPPA 2025 Environmental Seminar, a meeting of the Solid Waste Advisory Committee (SWAC) where an Open Public Meetings Act training was provided, a Transportation Policy Board meeting, and a Public Records Act training facilitated by the Port of Olympia.

Commissioner Sanders stated that she attended the first annual Lacey MakerSpace fundraiser, she was invited to attend the Bucoda pie eating contest, and she attended a Public Records Act training. Tomorrow she will attend the Tenino Chamber of Commerce meeting, and she will be attending a

South Thurston Economic Development Initiative (STEDI) meeting this Friday. Commissioner Sanders is looking forward to the Boo-Coda (Bucoda) Casket Races this Saturday.

Commissioner Vasavada reported that she appreciated the Port's recent budget retreat.

### **Other Business**

Commissioner Harding requested that the Commission review the procurement process facilitated at the Port of Olympia in a future work session. She was curious if there was a way to prioritize local and/or minority-owned businesses in at least a certain size of Port projects. Would the Commission support having the staff explore how other jurisdictions have facilitated prioritizing local and/or minority-owned businesses in at least a certain size. It was agreed to have this examined as part of the Port's procurement procedures/policies.

Commissioner Iyall requested that Shawn Gilbertson, the Port's Director of Environmental Planning and Programs, present a summary of the Washington Public Port Association's 2025 Environmental Seminar.

### **Meeting Announcements**

A list of upcoming events was displayed for viewers to note upcoming Commission and POCAC meetings. Executive Director Smith stated the next Commission meeting, a Work Session, will be held on Monday, October 20, 2025, at 4:00 p.m.

### **Adjournment**

There being no further business to come before the Port of Olympia Board of Commissioners, the Tuesday, October 14, 2025, regular meeting was adjourned at 6:15 p.m.

### **Call to Order – Special Meeting**

Commission President Jasmine Vasavada called the Commission Special Meeting/Executive Session of October 14, 2025, to order at 6:15 p.m., at the Percival Plaza at 626 Columbia Street NW, Suite 1-B, Olympics Room, in Olympia, Washington 98501.

### **Present**

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Amy Harding and Bob Iyall.

Attended Virtually: Commissioner Sarah Montano – Secretary.

### **Executive Session**

At 6:15 p.m., Commissioner Jasmine Vasavada, Port of Olympia Commission President, announced that the Commission would recess into a closed Executive Session for 45 minutes, until 7:00 p.m., to review the performance of a public employee (RCW 42.30.110(1)(g)).

Commissioner Vasavada returned the meeting to order and stated that the Commission was in Executive Session until 7:00 p.m. No decisions were made, and no action was taken.

The Executive Session was then adjourned.

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Jasmine Vasavada, President

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Sarah Montano, Secretary

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## Commission Special Meeting/Work Session Minutes Monday, October 20, 2025

### Call to Order

Commission President Jasmine Vasavada called the Commission Special Meeting/Work Session of October 20, 2025, to order and open to the public at 4:02 p.m., Monday, October 20, 2025, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

### Present

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Sarah Montano – Secretary, Amy Harding and Bob Iyall.

Staff: Alex Smith, Executive Director; Mike Reid, Director of Community and Economic Development; Shawn Gilbertson, Director of Environmental Planning and Programs; Jon Wolf, Environment Manager; Taber Lee, Communications and Marketing Senior Manager; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

Guests: Allison Osterberg, Interim Executive Director and Paul Brewster, Senior Planner, both with Thurston Regional Planning Council (TRPC).

### Approval of Agenda

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

### Thurston Regional Planning Council (TRPC) Peninsula Master Plan

In 2024 the Port launched an effort to develop a master plan for the port owned properties in downtown Olympia. The project was paused due to staffing constraints.

Earlier this year Port entered into an Interlocal Agreement for planning and data services with the Thurston Regional Planning Council to assist and support the Port with major planning initiatives and projects. The Port and TRPC staff have developed a task order to have TRPC play a significant role in relaunching this effort.

Paul Brewster, Senior Planner with TRPC, presented the frame and scope of this project. Commission goals and objectives for this effort were also discussed.

### Environmental Policy Updates

Shawn Gilbertson, Director of Environmental Planning and Programs, gave a brief overview of the information that he will be sharing in a future Commission meeting.

### Agenda Setting Topics

None.

**Adjournment**

There being no further business to come before the Port of Olympia Board of Commissioners, the Monday, October 20, 2025, Special Commission Meeting/Work Session was adjourned at 5:31 p.m.

PORT OF OLYMPIA COMMISSION

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Jasmine Vasavada, President

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Sarah Montano, Secretary

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## Commission Meeting Minutes Monday, October 27, 2025

### 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 5:30 p.m., Monday, October 27, 2025, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

### Present

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Amy Harding and Bob Lyall.

Excused: Commissioner Sarah Montano – Secretary.

Staff: Alex Smith, Executive Director; Chris Pierce-Wright, General Counsel; Warren Hendrickson, Director of Operations; Mike Reid, Director of Community and Economic Development; Brent Barnes, Director of Enterprise Services; Trisha Miller, Controller; Chris Paolini, Airport Senior Manager; James Sommer, Public Works Program Manager; Afsin Yilmaz, Marine Terminal Senior Manager; Damien Egan, Harbor Senior Manager; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

### Approval of Agenda

Commissioner Harding moved to approve the agenda. Commissioner Montano seconded the motion. Commissioner Harding moved to amend the agenda, moving agenda item F.1. Professional Services Contract Amendment – Thomas Architecture Studios to J.2. on the Advisory Calendar. Commissioner Vasavada seconded the amended motion. Amended motion passed unanimously.

### Executive Director Report

Alex Smith, Executive Director, reported on recent port activities. Port Commissioners Harding Montano and Sanders alongside staff participated in the Boo-Coda Casket Races, winning the Best Costume award. A Town Hall with Executive Director Alex Smith will be held Wednesday, November 12 from 5:30 to 6:30 p.m. The latest edition of the Port's monthly publication, the "Port Pulse" is now available to read on the Port's website. On Wednesday, October 29, the Port of Port Angeles is hosting the next session of the WPPA Port Academy Series. A number of Port staff will attend to learn what best practices and lessons learned the Port of Port Angeles can share. On Monday, November 3, Mike Reid, the Port's Director of Community and Economic Development, will be speaking at the Regional Port Forum at the Satsop Business Park. Convened by the Thurston Economic Development Council, the Forum includes participants from Grays Harbor, Mason, Pacific and Thurston Counties discussing strategic port infrastructure and investment, regional collaboration for economic development, and building resilient and sustainable operations.

In addition, she 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**

Two individuals provided public comments regarding renovations of the new Port administrative building and the Port's economic benefit study.

### **Consent Calendar**

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

### **Pending Issues or Business**

Pending Issues Updates. Executive Director Alex Smith provided brief updates to ongoing Port projects: the Airport Master Plan – the ruling on the SEPA appeal was received, with staff currently evaluating options. The Port has been meeting with the Thurston Regional Planning Council (TRPC) regarding the Peninsula Master Plan.

### **Action Calendar**

None.

### **Action/Other Calendar**

None.

### **Advisory Calendar**

2026 Draft Budget and Capital Investment Plan. Alex Smith, Executive Director, and Brent Barnes, Director of Enterprise Services, presented a second review of the proposed 2026 Port budget and Capital Investment Plan. The schedule for budget adoption was reviewed, as were budget assumptions, the tax levy, bond debt, non-operations, the capital investment plan and environmental expenses.

Professional Services Contract Amendment – Thomas Architecture Studios. James Sommer, Public Works Program Manager, presented information supporting the request to amend the contract with Thomas Architecture Studios, increasing the spending authority.

### **Commissioner Reports/Discussion**

Commissioner Harding provided an update on Experience Olympia and Beyond's search for a new executive director. An update on the TRPC's (Thurston Regional Planning Council) search for an executive director was also provided.

Commissioner Vasavada provided an update on the status of the Thurston County Economic Development Council and the challenges that they currently face.

Commissioner Sanders stated that she attended a ribbon cutting ceremony for the county's new Ballot Processing Center, and will attend the TRPC open house to meet the finalists of their executive director search.

**Other Business**

Commissioner Vasavada requested a report on the Harbor Patrol and would like them to be invited to future Commission meeting. She would also like to bring forward a proposal to consider deepening the connection between the POCAC and the Commission.

**Meeting Announcements**

A list of upcoming events was displayed for viewers to note upcoming Commission and POCAC meetings. Executive Director Smith stated the next Commission meeting will be held on Monday, November 10, 2025, at 5:30 p.m.

**Adjournment**

There being no further business to come before the Port of Olympia Board of Commissioners, the Monday, October 27, 2025, regular meeting was adjourned at 6:43 p.m.

PORT OF OLYMPIA COMMISSION

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Jasmine Vasavada, President

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Sarah Montano, Secretary

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## Commission Meeting Minutes Monday, November 10, 2025

### Call to Order – Special Meeting

Commission President Jasmine Vasavada called the Commission Special Meeting/Executive Session of Monday, November 10, 2025, to order and open to the public at 4:00 p.m. at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

### Present

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Sarah Montano – Secretary, Bob Iyall.

Excused Absence: Commissioner Amy Harding.

### Executive Session

At 4:00 p.m., Commissioner Jasmine Vasavada, Port of Olympia Commission President, announced that the Commission would recess into a closed Executive Session until 5:00 p.m. to review the performance of a public employee (RCW 42.30.110(1)(g)).

Commissioner Vasavada returned the meeting to order and stated that the Commission was in Executive Session until 5:00 p.m. No decisions were made, and no action was taken.

### Call to Order – Regular Meeting

Commission President Jasmine Vasavada called a regular meeting of the Port of Olympia Board of Commissioners to order and open to the public at 5:30 p.m., Monday, November 10, 2025, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

### Present

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Sarah Montano – Secretary, Bob Iyall.

Excused Absence: Commissioner 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; Brent Barnes, Director of Enterprise Services; Taber Lee, Communications and Marketing Senior Manager; Spencer Battersby, IT Manager; James Sommer, Public Works Program Manager; Tina Champion, Executive Coordinator; and Missy Goodell, Commission Coordinator.

## **Approval of Agenda**

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

## **Executive Director Report**

Alex Smith, Executive Director, reported that the Port of Olympia celebrated its 103<sup>rd</sup> Anniversary on Friday, November 7. The Marine Drive pavement project was completed with the final striping. A Town Hall with Executive Director Alex Smith will occur on November 12 from 5:30 to 6:30 p.m. in the Port's Commission room. The Port's monthly publication, The Port Pulse is available to read on the Port's website.

In addition, she 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 comments regarding the Port's marine terminal, revenue-producing projects, jobs at the marine terminal and appreciation for Port community-accessible amenities.

## **Consent Calendar**

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

## **Pending Issues or Business**

Pending Issues Updates. Executive Director Alex Smith had no new updates to provide.

## **Action Calendar**

None.

## **Action/Other Calendar**

None.

## **Advisory Calendar**

2026 Tax Levy. Jeff Gadman, Thurston County Treasurer, shared an informational presentation providing an overview of the tax levy process.

## **PUBLIC HEARING – Draft 2026 Proposed Operating Budget, Capital Investment Plan and Tax Levy.**

*Pursuant to RCW 53.35.020, the Port of Olympia has prepared the Port's 2026 draft budget. The draft budget was presented in a public work session on October 6, 2025, and public meeting on October 27, 2025, and shall be considered during tonight's public hearing, on November 10, 2025, as needed, and at the regular public meeting on November 17, 2025. The Commission will meet on November 24, 2025, at 5:30 p.m. to adopt the Port's final 2026 budget of the Port of Olympia for the 2026 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](http://www.portolympia.com).

- a. Open Public Hearing.
- b. Public Testimony. Two individuals provided public comment.
- c. The Public Hearing was closed.

Draft 2026 Proposed Operating Budget, Capital Investment Plan and Tax Levy. Alex Smith, Executive Director and Brent Barnes, Director of Enterprise Services, gave an advisory presentation of the third review of the Port 2026 proposed budget and second review of the proposed 2026 Capital Investment Plan (CIP).

Briefing: East Bay Real Estate District Update. Mike Reid, Director of Community and Economic Development, provided an update on Port real estate in the East Bay District. He also presented information regarding a potential negotiation that the Port is exploring with an existing tenant, Urban Olympia. Urban Olympia articulated interest in reexamining development potential with the Port for Port properties, lots 9, 10, and 12. The Port is interested in exploring an exclusive negotiation agreement and joint site planning effort with Urban Olympia.

### **Commissioner Reports/Discussion**

Commissioner Montano thanked staff and the public for their interest and involvement with her recent Town Hall.

Commissioner Sanders stated that she attended the Grand Mound Rochester Chamber of Commerce meeting.

Commissioner Iyall recently attended the Solid Waste Advisory Committee, and a Board of County Commissioners meeting. In Commissioner Harding's absence, he attended the Thurston Regional Planning Council's (TRPC) "Meet the Candidates" gathering for their executive director search and then the following day, he attended the interviews for those candidates.

Commissioner Vasavada shared that she will be attending the Mayors Forum. She also attended a Partners for Rural Washington Infrastructure workshop hosted by the San Francisco Federal Reserve Bank.

### **Other Business**

Commissioner Vasavada would like to bring forward for Commission consideration possible changes to the POCAC Resolution. Having closer communication by having a Port Commissioner part of the POCAC and some best practices were mentioned as possible resolution revisions.

**Meeting Announcements**

A list of upcoming events was displayed for viewers to note upcoming Commission and POCAC meetings. Executive Director Smith stated the next Commission meeting, will be held on Monday, November 24, 2025, at 5:30 p.m.

**Adjournment**

There being no further business to come before the Port of Olympia Board of Commissioners, the Monday, November 10, 2025, regular meeting was adjourned at 7:06 p.m.

PORT OF OLYMPIA COMMISSION

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Jasmine Vasavada, President

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Sarah Montano, Secretary

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## Commission Meeting Minutes Monday, December 8, 2025

### Call to Order – Special Meeting

Commission President Jasmine Vasavada called the Commission Special Meeting/Executive Session of December 8, 2025, to order at 4:30 p.m., at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

### Present

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Sarah Montano – Secretary, Amy Harding and Bob Iyall.

### Executive Session

At 4:30 p.m., Commission President Jasmine Vasavada announced that the Commission would recess into a closed Executive Session until 5:15 p.m. to consider the minimum price at which real estate will be offered for sale or lease (RCW 42.30.110(1)(c)).

Commissioner Vasavada returned the meeting to order and stated that the Commission was in Executive Session until 5:15 p.m. No decisions were made, and no action was taken.

The Executive Session was then adjourned.

### Call to Order – Commission Meeting

Commission President Jasmine Vasavada called a regular meeting of the Port of Olympia Board of Commissioners to order and open to the public at 5:30 p.m., Monday, December 8, 2025, at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington 98501.

### Present

Commissioners: Jasmine Vasavada – President, Maggie Sanders – Vice President, Sarah Montano – Secretary, Amy Harding and Bob Iyall.

Staff: Alex Smith, Executive Director; Chris Pierce-Wright, General Counsel; Warren Hendrickson, Director of Operations; Mike Reid, Director of Community and Economic Development; Damien Egan, Harbor Senior Manager; James Sommer, Public Works Program Manager; Taber Lee, Marketing and Outreach Senior Manager; and Missy Goodell, Commission Coordinator.

### Approval of Agenda

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

## **Executive Director Report**

Executive Director Alex Smith reported that the Port recently welcomed visiting delegation from Shanghai Maritime University, Saint Martin University's longest standing global partner school. Another paper pulp cargo vessel arrived at the Port of Olympia; the Port of Olympia participated in the Thurston County Economic Development Council's Annual Regional Economic Forecast and Innovation Expo held at the Great Wolf Lodge. Later this week, staff and commissioners will visit Green Diamond Forestry in Shelton, Washington. This tour will give the Port an opportunity to learn more about the local timber industry, the people and jobs it supports, their responsible forest management practices and carbon initiatives, and how our Marine Terminal plays a role in getting their logs to market and supporting their viability.

## **Public Comment**

Five individuals provided public comments, many thanking out-going Port Commissioners Iyall, Sanders and Harding for their service to the Port. Praise was given for moving the Harbor Patrol to the Thurston County Sheriff's Office. Comments regarding the marine terminal warehouse and an environmental impact statement were also shared.

## **Consent Calendar**

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

## **Pending Issues or Business**

Pending Issues Update. Alex Smith, Executive Director, reported that there was nothing new to report on pending issues.

## **Action Calendar**

Harbor Patrol Organizational Transition. Damien Egan, Harbor Senior Manager, provided background on the Harbor Patrol program which has been operated by the Port of Olympia since 2015. A proposed transfer of the Harbor Patrol program to the Thurston County Sheriff's Office (TCSO) was presented.

The Port's oversight of the Harbor Patrol program over the last 10 years has ensured the continuation of a former City of Olympia program that has been an essential community asset. Increased costs associated with maintaining its two vessels, increased liability to the Port by providing these services – coupled with the lack of Port law enforcement authority – has placed a significant burden on continuing operations. Transferring the program to TCSO will reduce Port budget and staff obligations, will allow the program to have oversight from an entity more in line with the Harbor Patrol Mission, will add a needed law enforcement capability to Thurston County waterways, and will achieve expanded community benefits.

The Commission delegated the Port-TCSO interlocal agreement (ILA) approval and execution authority to Executive Director Alex Smith via this motion:

*Motion: Commissioner Sanders moved to authorize the Executive Director to execute an interlocal agreement (ILA) between the Port and the Thurston County Sheriff's Office (TCSO), divesting the Port of*

the Harbor Patrol organization and its Port-owned assets in favor of TCSO, contingent upon the following requirements having been met:

- Mutual agreement with TCSO as to ILA terms and conditions, and
- Approval of ILA terms by Port counsel

Commissioner Harding seconded the motion; motion passed unanimously.

### **Action/Other Calendar**

Security Guard Services Contract Award. Damien Egan, Harbor Senior Manager, presented background information on the contract awarded to Pacific Security which will expire December 31, 2025. The Port seeks to establish a new two-year security guard services contract with a 1-year term. The bid process was shared with the lowest qualified responsive responsible bidder being Top Notch Security, Inc.

Purchased services contract will provide Marine Terminal gate guard, vessel guards, and roaming peninsula security patrols at the Marine Terminal, Swantown Marina and downtown Port properties.

*Motion: Commissioner Harding moved to award the security guard services contract to Top Notch Security, Inc., with a not-to-exceed first year amount of \$318,540.00, and authorize the Executive Director to execute the contract pursuant to the bid award, as presented. Commissioner Sanders seconded the motion; motion passed unanimously.*

Small City Economic Development Program. Mike Reid, Director of Community and Economic Development, shared that the Small City Economic Development Project (SCEDP) is defined by Port Resolution 2024-03. The SCEDP provides funding to small communities in Thurston County (population under 15,000) for economic development activities. Funds can be used for feasibility work, infrastructure readiness, business district improvements, recreation facilities, and other capital initiatives that support local economies.

Applications were distributed on October 15, 2025, with a response deadline of November 14, 2025. The SCEDP received five eligible applications by the deadline during the 2026 funding cycle—one from each qualifying jurisdiction: Bucoda, Rainier, Rochester, Tenino, and Yelm. Because the Port did not launch the 2025 program on schedule, the Commission supported the idea that the 2025 program funds be rolled into 2026, enabling the Port to provide larger awards of up to \$20,000 per applicant this cycle.

Staff screened the applications for eligibility under Resolution 2024-03 and now present them for Port Commission approval. The 2026 budget was approved by the Port Commission on November 24, 2025, and this budget reflected this \$100,000.00 dollar proposed award amount. Staff is requested that this been done as “action/other” to provide a more timely approval for the recipients to be able to initiate work and budget accordingly for 2026.

*Motion: Commissioner Iyall moved to approve the 2025-2026 funding of \$100,000.00 for supporting the small city economic development projects consistent with the submitted applications. Commissioner Sanders seconded the motion; motion passed unanimously.*

## **Advisory Calendar**

None.

## **Commissioner Reports/Discussion**

Commissioner Montano shared that she attended the Lacey Chamber of Commerce meeting.

Commissioner Vasavada communicated that she attended the recent Shanghai Maritime Delegation with Commissioner Harding.

Commissioner Iyall read a prepared statement: "I want to express my gratitude for the opportunity to help guide one of Thurston County's most important public institutions. Serving in this role has been an honor and it's been a responsibility that I have taken very seriously and an experience that I will always value. I want to recognize my fellow commissioners: each of you brings a unique perspective and a genuine commitment to serving our community. While we have not always agreed, I've always respected your intentions, your dedication, and your willingness to face difficult issues. Good governance depends on diversity of thoughts, and I'm grateful to have served with commissioners who care deeply about making the Port a stronger and more responsive institution." Commissioner Iyall extended a special thanks to our exceptional Port staff. "Over the past four years, you have rebuilt a positive, internal culture, strengthened community relationships, and taken on some of the most ambitious environmental and economic initiatives in the Port's history. You are dedicated professionals, you are smart, capable and committed, no matter what some critics might say. And the truth of the matter is that your work often goes unnoticed because excellence rarely makes headlines. I'd also like thank the many community members and partners and stakeholders who actively support the Port and its important contributions to Thurston County. Your engagement matters. Whether you've shown up at meetings, conducted business with the Port, collaborated on projects, or just recognized the Port's environmental and economic responsibility, your voices have helped keep the Port focused on its mission. Public institutions work best when supported by those who keep an open mind, engage in good faith, and recognize that the Port exists to serve all of Thurston County. And to those who may disagree or challenge the Port's directions, I will offer only this: The Port's mission is solid. It holds up through challenges, changes in leadership, and political pressure. And it will continue to hold long after we have all left these seats. The Port's mission is more than a slogan, it's a charge, a promise, a standard. And the Port is at its best when it pursues that mission with clarity, courage and integrity. My hope for the future is that this commission continues to move forward with purpose, grounded in facts and transparency, and avoids allowing outside noise or political theatrics to derail the Port's long-term work. We are trustees of a public asset that outlive every one of us. We owe it to Thurston County to keep the mission at the center of every decision, even if it is not the easy or popular choice. It has been an honor to serve you, Thurston County, thank you."

Commissioner Harding shared that the Thurston Regional Planning Commission hired a new executive director, Alyssa Girtler. It was also reported that Experience Olympia & Beyond hired an interim executive director, Shauna Stewart.

Commissioner Harding read a statement: "Looking back on the last four years, there were some hard times. For months, community members would come to the podium and ask that I be removed from

office. My ethics and motives for serving on this commission were questioned. Following that, we faced very challenging HR issues here at the Port. Staff morale was at an all-time low. And then a couple of years later, slowly, when we all started rowing in the same direction, things started getting better. And this last year, I have loved serving on the Port Commission. One of my biggest lessons from public office has been that it's easy to advocate for 'No,' but it takes courage to get to 'Yes,' and nobody does their best work when they're getting yelled at. Being careful with public dollars does not mean paralysis or endless process. It means finding the responsible path to Yes and then getting it done. The community laid out a clear direction and plan for the Port of Olympia with Vision 2050. Alex Smith, our new Executive Director, has stabilized our team and we have staff ready to execute on the vision that is given to them by the Commission. I'm optimistic the incoming Port Commission will carry this momentum forward to deliver environmental cleanup that's supported by a working waterfront. Construction of planned tourist amenities, allowing for construction of sustainable public access to the waterfront and industrial development on industrial lands while creating habitat restoration. It's a both and. Ports were created because the legislature recognized private consolidation of the waterfront threatened public access and public benefit. That founding purpose matters now more than ever. Ports are uniquely positioned to turn community vision into action. Cleaning up legacy pollution, creating jobs and supporting industry, hosting community events, catalyzing tourism, and serving as innovative partners in energy production and storage. I'm grateful to my family who supported me through this roller coaster of public office. Maybe my parents can start reading the local newspaper again because I will not be in it. Or date nights with my husband. I'm really grateful to my fellow Commissioners. You know that collaboration beats gridlock. Each of the Commissioners did the courageous work of true governance and I now consider you my respected friends. I'm grateful to our staff, who, as Bob said, do the hardest work with the least recognition. And I'm grateful to the public, including those who oppose me, because they push me to clarify my values and find the freedom that comes from doing hard things. So thank you for the opportunity to serve, and I can't wait to see all of the ways that the Port of Olympia gets to Yes. For my last quote, I made a little pin for our Port and some of our stakeholders and I asked a friend of mine who speaks Latin, because I thought if you are going to make a pin, you should put some Latin on it, right? I asked him how to say "get to Yes," or "start with Yes," in Latin and he said there is no word in Latin for 'yes.' So this is *Coepere Affirmatione*, and it loosely means "Begin with Yes." I hope that is what the Commission and the Port continue to do because that's how we best serve our community."

Commissioner Sanders shared her statement: "It has been an extraordinary privilege to serve as your Port of Olympia Commissioner, District 4. As my tenure ends, I reaffirm the principles that guided my service, shaping a truly representative democracy, grounded in my great-grandfather, Chief Hishka's legacy and my grandfather Jerry McCardi, who built the foundation of the original signer of the Macau Constitution. It has been my journey to showcase the transformative power of indigenous voices in politics. With this support of Thurston County and the dedicated staff of the Port of Olympia and my fellow Commissioners who have been dedicated to the collaboration, this has enabled me along with our Commission to drive meaningful change, championing environmental stewardship, community trust and collaborative governance. Our collective efforts have been strengthened by prioritizing transparency, accountability, and driving the economy in Thurston County and across the country. Let us continue to ignite the positive change, investing in the next seven generations. Together, we have crafted a democracy that authentically reflects the vibrant communities that we are elected to serve. I

appreciate and thank you, every one of you, the staff and of the Commission for the opportunity to serve Thurston County. To our dedicated Port staff, I want to express my sincere gratitude for your hard work and commitment to serving our community. Your efforts are essential to the Port's mission, fostering a sustainable local economy while investing in protecting our environment. Your expertise and dedication are truly appreciated as we work together on important initiatives such as the Budd Inlet cleanup, and modernizing our facilities, ensuring that the Port remains a vital asset for Thurston County for generations to come. Thank you for your valuable service and ongoing collaboration. Respectfully, Maggie Sanders, Vice President of the Port of Olympia. At this time, I would like to formally present this paddle, that I crafted to the Port of Olympia to be accepted as a gift to the Port, a permanent reminder of our shared commitment to paddling together and forging a brighter future for all communities that we serve."

At that time, Commissioner Sanders presented Alex Smith with a wooden paddle that she hand-crafted.

### **Other Business**

Debby Pattin, seven-year member of the Port of Olympia Citizens Advisory Committee, said a few words of thanks for Commissioner Amy Harding: "We thank Amy Harding not only for her accomplishments, but Washington Public Ports Association (WPPA) recently presented her with a Life Member award for her work on their Finance Committee even though she was only a member of that association for four years. It shows the quality of her work and how much it is appreciated. She has been a real benefit to the Port of Olympia because of her real estate expertise and her commitment to industrial land, because we know that industrial land is where jobs are created and maintained and how we get to economic opportunities. We appreciate her positive attitude and inspirational quotes."

Commissioner Vasavada said a few words in honor of Commissioner Sanders. "'Keeper of the Beach,' you chaired the Sea Level Rise Committee with me and lead the way. Legacy of Chief Hishka, even today bringing dignity and ceremony to our shared government. Warrior for transparency. Your journey that led you here, your leadership here, and the road in front of you. Ambassador for the stars and lands beyond property. Literally a NASA ambassador, but so much more in your elected capacity. Master of administration, who never missed a word of our readings, steward of prosperity as you represented the 4<sup>th</sup> District of Thurston County, and most of all, fellow paddler. Your steady friendship and true companionship to each of us has helped us grow together. Thank you, Commissioner Sanders."

Alex Smith, Executive Director, commended Commissioner Iyall for his term served: "Commissioner Iyall was elected to a three-member Port Commission in 2021. That was right after the world was shut down during the COVID pandemic. He was the first Native American Port Commissioner in Washington State, giving us an incredible amount of experience and diversity and perspective. He came to the Port as the CEO of Medicine Creek Enterprises, where he oversaw a portfolio of businesses owned by the Nisqually Tribe. All of which generated hundreds of jobs, significant revenues, and long-term economic growth for the tribe in the region. And what luck for the Port of Olympia that he brought all that expertise to us to help in our economic development mission. He's also a native of the South Sound. He attended high school in Tumwater at Tumwater High, where he apparently was a bit of a football stud. He also went to college at Washington State and got both his undergraduate and graduate degrees. He's been

a steadfast advocate for labor throughout his tenure. He's a member of the brick layers and allied crafts workers union, and he's advocated for fair labor practices and corporate responsibility in all the work that he does. He cared very deeply about us getting a fair contract with ILWU 47B and was instrumental in the Port adopting a policy that requires the use of apprentices on larger Port projects. During his four years here, the Port increased to five commissioners. We reduced debt. We invested in environmental stewardship. We strengthened relationships with labor and tribes among other relationships. And we are so grateful for his leadership, guiding the port with a sense of partnership, financial stewardship, and a sense of purpose."

Alex Smith, Executive Director, gave each out-going Commissioner a token of appreciation, a framed photo of the Port of Olympia.

**Meeting Announcements**

A list of upcoming events was displayed on the screen for viewers to see upcoming Commission and POCAC meetings. The next Commission meeting will be held on Monday, January 12, 2026 at 5:30 p.m.

**Adjournment**

There being no further business to come before the Port of Olympia Board of Commissioners, the Monday, December 8, 2025, regular meeting was adjourned at 6:52 p.m.

PORT OF OLYMPIA COMMISSION

\_\_\_\_\_  
Jasmine Vasavada, President

\_\_\_\_\_  
Sarah Montano, Secretary

## COVER MEMO

**Briefing Date/Time:** March 9, 2026  
**Staff Contact/Title:** Alex Smith, (360) 528-8001, [alexs@portolympia.com](mailto:alexs@portolympia.com)  
**Subject:** WPPA Maritime Industrial Base Coalition  
**Purpose:**  Information Only  Decision Needed

### **Type of Agenda Item:**

Action/Other

### **Background:**

WPPA recently kicked off a new initiative: the formation of a “Maritime Industrial Base Coalition” (MIBC) to explore the next steps for our region’s maritime manufacturing, shipbuilding, and repair industry.

On Monday, January 26<sup>th</sup>, the WPPA Executive Committee voted to approve the formation of the MIBC. The charter for the MIBC is attached, along with the Scope of Work that will be executed by a consultant hired by WPPA and managed by the Steering Committee.

WPPA is asking interested ports to serve on the MIBC Steering Committee, and to sign an MOU between the participating ports and WPPA. The MOU will confirm our port’s engagement in this work.

WPPA initially approached ports with shipyard tenants or maritime manufacturing operations to join the Steering Committee (signers so far are Ports of Seattle, Everett, Anacortes, Port Angeles, Kalama, and Skagit). Yet, WPPA also heard from other ports about participating in the MIBC -- ports who could be part of a supplier network, who have land that could be used for future shipbuilding or repair options, or who are otherwise just interested in what this initiative will do for WA’s maritime economy.

The coalition will also be open to other ports who would like to join, but who may not want to sign the MOU. WPPA is open to their support of this effort and who want to see our state’s maritime manufacturing industry succeed.

The roles and responsibilities of Steering Committee include:

- Designating a port representative to engage on the Steering Committee;
- Consistent engagement on the Steering Committee; Regular communication about the MIBC’s work to stakeholders in the port’s district; and
- Contribution to the effort through financial or in-kind support.

The agreement will be effective through, at the latest, June 30, 2027.

WPPA would like to confirm all MOU signers by early March so it can bring the Steering Committee formally together in late March for the consultant to lay out his work plan.

**Summary & Financial Impact:**

This effort allows the Port of Olympia to be part of state-wide discussions about restoring Washington's position as a leader in maritime shipbuilding and commerce. The potential long-term financial impacts are unknown, and the short-term impact of signing the MOU is also unknown. The cost of participation in the MOU will be the subject of further discussion and will in no event exceed \$100,000.

**Alignment with Vision 2050:**

This initiative aligns with the Vision 2050 goal to support a working waterfront and diversify marine terminal operations, including pursuing "value-added manufacturing opportunities at the marine terminal."

**Environmental Considerations and Review:**

N/A

**Alternatives Considered:**

N/A

**Staff Recommendation:**

Staff offers a sample motion:

*"I move to authorize the Executive Director to sign the 2026-2027 Memorandum of Understanding for a Manufacturing Industrial Base Coalition."*

**Document(s) Attached:**

- WPPA Maritime Industrial Base Coalition Charter
- Scope of Work – Maritime Industrial Base Coalition – Convening Consultant Roadmap
- Draft "2026-2027 Memorandum of Understanding for Manufacturing Industrial Base Coalition"

## **WPPA Maritime Industrial Base Coalition - Charter**

**Overview:** On January 26<sup>th</sup>, the WPPA Executive Committee approved the formation of the Maritime Industrial Base Coalition, to be led by the Washington Public Ports Association and a steering committee comprised of port members. The primary goal of the WPPA Maritime Industrial Base Working Group is to restore Washington's primacy in maritime manufacturing and prepare ports and partners for significant federal investment in domestic shipbuilding, repair, and maintenance.

The Maritime Industrial Base Coalition will execute on a draft scope of work developed by WPPA staff in consultation with members, with the majority of the scope being undertaken by a consultant team hired by WPPA.

The Coalition will be overseen by a Steering Committee comprised of port members who sign a Memorandum of Agreement outlining the basic engagement principles and responsibilities of Steering Committee members. Funding for consultant support will be primarily borne by members of the Steering Committee through special dues assessments paid to WPPA.

**Background:** In fall 2025, WPPA was approached by port members with concerns about Washington's maritime manufacturing industry and the ability of ports and our tenants and partners to compete for publicly funded investments in shipbuilding, repair, and maintenance. The State of Washington's award of a lucrative ferry construction contract to a Florida shipbuilder was a catalyzing event, as was the federal government's announcement of several areas of potential investment in maritime manufacturing and their stated goal to "revitalize and rebuild domestic maritime industries and workforce."

Following initial conversations with port members who suggested WPPA lead convening work, we contacted executive directors at ports with active shipbuilding operations as tenants to gauge their interest. While all voiced concern that certain structural factors pose a substantial challenge – from labor costs to permitting regulations – there was general consensus that the current federal focus and recent state decisions did suggest we should step into a leadership role in this conversation. The Port of Seattle volunteered resources to support an initial phase of convening, undertaken through a consultant contract, and remaining ports indicated a willingness to engage and meaningfully participate in the current phase and provide financial support in future phases. The scope of work to direct the consultant across an initial three phases of work was developed jointly by WPPA and prospective Steering Committee members.

**Membership:**

Convener:

Washington Public Ports Association

Proposed Steering Committee members:

*Invited as of 2.26.26*

Port of Anacortes

Port of Bellingham

Port of Bremerton

Port of Everett

Port of Grays Harbor

Port of Kalama

Port of Longview

Port of Olympia

Port of Port Angeles

Port of Port Townsend

Port of Seattle

Port of Skagit

Port of Tacoma

Port of Vancouver USA

*Timeline:*

Fall 2025 – WPPA begins member conversations

November 2025 – Initial conversation at WPPA Executive Committee regarding member interest

January 2026 – Scope of Work finalized by WPPA and member ports

January 26, 2026 – WPPA Executive Committee votes on recommendation to form Coalition

January 31, 2026 – WPPA hires consultant to manage Coalition and execute Scope of Work

December 2026 – MIBC Steering Committee receives recommendation on Phase III work from consultant team

**Scope of Work – Maritime Industrial Base Coalition – Convening Consultant Roadmap**  
*FINAL – February 13, 2026*

*Topline:* Washington is yielding its position as a leading maritime state. The award of the latest WSF vessel construction contract to a Florida shipbuilder is the latest example of the sustained challenges facing the state’s maritime industry. The message is clear: Washington must prioritize reclaiming our competitive edge in maritime manufacturing.

There is an imminent infusion of federal funding into the maritime industry, with a stated goal of “restoring America’s maritime dominance.” Additionally, this December, Governor Ferguson announced a proposal to spend \$1 billion to purchase three new state ferries to get closer to meeting the goal of replacing the aging ferry fleets before 2040. These federal and state investments pose significant opportunities for Washington’s maritime sector, with benefits felt far beyond the waterfront, and could mean up to \$30 billion to amplify shipbuilding and maritime industrial base development. Any investment of this magnitude would significantly impact Washington’s maritime sector, with benefits felt far beyond the waterfront.

**How can we help restore Washington’s maritime dominance, and what do maritime industry stakeholders need to do to position Washington as a leader in this next phase of investment and activation?**

*Goal:*

- Send a signal that Washington’s strong maritime legacy will power its maritime future.
- Implement policies to position Washington state to be a leader in maritime manufacturing and vessel construction, as well as a maintenance, repair, and overhaul (MRO) hub for the West Coast.
- Support national interest in developing an Arctic support strategy, capitalizing on Washington’s proximity and historical links to Alaska and the Arctic, and Washington’s core capabilities to serve national and international maritime policy priorities.
- Pursue a coordinated advocacy approach to address hurdles – including workforce, permitting, and cost challenges – to a reinvigorated shipbuilding and repair industry.
- Address workforce and training shortages that have developed in shipbuilding and marine industry and rendered us less competitive internationally.

### Scope of Work:

- Convene Maritime Industrial Base Coalition
  - o Following passage by WPPA Executive Committee of the proposal to establish a Maritime Industrial Base Coalition, consultant will take the initial step of convening the Coalition Steering Committee.
  - o Steering Committee will initially consist of port members who have expressed interest in serving in a leadership role on the Maritime Industrial Base Coalition.
  - o Steering Committee will meet monthly to receive updates from consultant on progress toward executing scope of work.
  - o Steering Committee will use monthly meetings to propose updates or additions to Scope of Work, as appropriate.
  
- Convene Leadership Tables:
  - o Host events with stakeholders to identify and discuss opportunities and challenges for our maritime industry.
  - o Identify and strengthen relationships with stakeholders that have specific maritime, manufacturing, technology, or other expertise.
  - o Hold focused meetings with specific stakeholder subsets to gauge interest in pursuing new maritime investment and business opportunities.
  - o Activate support and identify champions to sustain this work.
  - o Convene regular meetings with industry leaders to seek guidance from shipbuilders and maritime manufacturers.
  
- Conduct a Landscape Analysis:
  - o How do our labor partners view this current challenging moment in maritime manufacturing? Do they view this as a major opportunity to expand their workforce? What are the most persistent challenges? Can we identify strategies to affect change in those challenging areas?
  - o What do the shipyards and shipbuilders think? Do they want this work and do they have the capacity to build more?
  - o What role can Washington's ports play in advancing this work? How can an expanded maritime industrial base support strategic goals of Washington's public ports?
  - o How does the lending /investment/finance industry view the regional maritime sector? What needs to happen for them to invest in the region?
  - o What existing efforts are underway in our region to support maritime industrial base expansion?
  - o What regulatory hurdles and competition (national/global) challenges stand in the way of developing new industrial facilities to serve this new demand?
  - o Is this more than just Washington: should we consider a regional (i.e. multi-state) model?

- What lessons and best practices can be learned from other industries that work together with maritime? Do other industries have shared interests in building workforce capacity to help inform the process and make it more efficient?
- Conduct a Gap Analysis:
  - Workforce development: Evaluate existing training programs and identify unaddressed training needs. Determine ideal workforce size and composition.
    - Develop an understanding of, and identify gaps in, current higher education and technical and training programs that feed into workforce needs.
    - What types of facilities will be needed to train workers?
  - Facilities:
    - What are the current shipyards in the state?
    - What manufacturers currently supply those shipyards?
    - What capacity do those shipyards have to expand?
    - What capacity do their suppliers have to expand?
    - What about the role of “digital shipyards” and other industry innovations?
- Meeting cadence - Tours and outreach for maritime stakeholders:
  - Monthly: Leadership Coalition meets with Coalition Convener/Consultant.
  - Semi-monthly: Industry Leaders Coalition meets with Leadership Coalition.
  - Quarterly: Stakeholders and policymakers visit shipbuilding and maritime industrial facilities.
  - Annual: Large event with tour component, legislatively focused.
- Action plan:
  - Identify necessary policy changes and implementation path.
  - Do no harm: what policies, previously considered, would make this more challenging?
  - Identify sources of funding and incentives from state and federal government to catalyze this work. Determine whether funding programs need modifications to optimize maritime industry impact.
  - Identification of long-term funding strategies (purely private and PPP) and investors.

*Phase outline:*

Phase 1:

- Q1 2026 – Convene Coalition and Steering Committee, convene industry stakeholder group, convene community partners group; Conduct first round of port and industry interviews, develop work plan
- Q2 2026 – Landscape analysis and gaps analysis – what are we missing?

Phase 2:

- Q3 2026 – Convene stakeholder groups and policymakers in a maritime manufacturing event to socialize outcomes from landscape and gaps analysis
- Q4 2026 – Recommend policy program, funding needs, and legislative advocacy strategy to achieve stated goals

Phase 3:

- 2027 and beyond – Stakeholders agree this is a multi-year, long-horizon initiatives, where new priorities and challenges will develop along the way

*Timeline:*

<b>Activity</b>	<b>Timeline</b>	<b>Who's Leading?</b>	<b>Who's Engaged?</b>
Develop coalition of Ports, convene broader stakeholder group, develop workplan	November 2025 – December 2025	WPPA	Coalition of Ports and industry partners.
Maritime Industrial Base Coalition officially approved by WPPA Executive Committee	January 26, 2026	WPPA	Coalition of Ports
Signing of MOU between WPPA and Steering Committee Members	February 2026	WPPA	Coalition of Ports
Consultant Research – Landscape Analysis and gaps analysis	February-June 2026	WPPA & consultant	Ports, shipyards, industry, labor groups, community partners, policymakers
Convene coalition and stakeholders to share work plan and seek additional feedback.	April 2026	WPPA & consultant	Ports, shipyards, industry, labor groups, community partners, policymakers
Convene large event with stakeholders and policymakers to socialize outcomes from landscape and gaps analysis	Q3 2026	WPPA & consultant	Ports, shipyards, industry, labor groups, community partners, policymakers
Recommend policy program and funding needs to achieve stated goals	Q4 2026	WPPA & consultant	Ports, shipyards, industry, labor groups, community partners, policymakers
Seek additional funding partners to	Q3-Q4 2026	WPPA	Ports, shipyards, industry, labor groups, community

support 2027 and beyond work			partners, policymakers
Develop action plan and implementation plan	2027 and beyond	WPPA	Ports, shipyards, industry, labor groups, community partners, policymakers

**2026-2027 MEMORANDUM OF UNDERSTANDING FOR  
MANUFACTURING INDUSTRIAL BASE COALITION**

This Memorandum of Understanding (the "MOU") is between:

the **PORT OF \_\_\_\_\_**, a Washington municipal corporation (the "Port"),

and

the **WASHINGTON PUBLIC PORTS ASSOCIATION**, a Washington nonprofit corporation (the "WPPA"),

and is entered into as of the last authorized signature below.

**I. RECITALS**

**WHEREAS**, the WPPA is organized pursuant to chapter 53.06 RCW;

**WHEREAS**, the Port is a member of the WPPA;

**WHEREAS**, the Port has elected to join a standing committee of the WPPA identified as the Maritime Industrial Base Coalition (the "MIBC"), as identified and organized according to this MOU;

**WHEREAS**, the port districts participating in the MIBC include the following (collectively the "Districts"):

- Port of Anacortes
- Port of Bellingham
- Port of Bremerton
- Port of Everett
- Port of Kalama
- Port of Longview
- Port of Grays Harbor
- Port of Olympia
- Port of Port Angeles
- Port of Port Townsend
- Port of Seattle
- Port of Skagit
- Port of Tacoma
- Port of Vancouver USA;

**WHEREAS**, the Districts each have tenants or industry partners who are engaged in the shipbuilding, ship repair, and maritime manufacturing industry;

**WHEREAS**, on April 9, 2025, the administration of President Donald J. Trump issued Executive Order 14269: Restoring America's Maritime Dominance, which stated in part that: "It is the policy of the United States to revitalize and rebuild domestic maritime industries and workforce to promote national security and economic prosperity;"

**WHEREAS**, the July 1, 2025 decision by the State of Washington to award a multi-year, \$714.5 million ferry vessel construction contract to an out-of-state shipbuilder caused

significant concerns about the health of Washington's maritime construction industry;

**WHEREAS**, the Washington State maritime entities have been contacted by consultants for the Department of Defense regarding their current Submarine Workforce and Industrial Base ("SWIB") program, which aims to revitalize the maritime industrial base ("MIB") by supporting strategic projects in Workforce Development, Supplier Development, Shipyard Infrastructure, Strategic Outsourcing, and Technology Opportunities to advance the U.S. Navy's "1+2+Sustainment" mission—the future production of one Columbia Class submarine and two Virginia Class submarines per year in addition to the current fleet's sustainment;

**WHEREAS**, in 2021, the State of Washington passed HB 1170 the "BEST Manufacturing Act," which adopted a goal of doubling manufacturing jobs—adding 300,000 additional jobs in that sector—by 2030;

**WHEREAS**, in December 2025, Governor Bob Ferguson announced a proposal to spend \$1 billion to purchase three new state ferries to get closer to meeting the goal of replacing the aging Washington State ferry fleets before 2040;

**WHEREAS**, the Districts acknowledge that there are substantial hurdles to expanding maritime manufacturing in Washington State, including workforce challenges, permitting and regulatory challenges, and cost challenges;

**WHEREAS**, the Districts further desire to see that future shipbuilding, repair, and maritime manufacturing projects funded by public investment—including vessel construction contracts funded by the State of Washington—should see responses from in-state manufacturers that can compete with any national bids;

**WHEREAS**, the Districts are statutorily empowered to develop facilities that promote economic development;

**WHEREAS**, RCW 53.08.160 provides in relevant part:

All port districts organized under the provisions of this act shall be, and they are hereby, authorized and empowered to initiate and carry on the necessary studies, investigations and surveys required for the proper development, improvement and utilization of all port properties, utilities and facilities, and for industrial development within the district when such agricultural and industrial development is carried out by a public agency, institution, or body for a public purpose, and to assemble and analyze the data thus obtained and to cooperate with the state of Washington, other port districts and other operators of terminal and transportation facilities for these purposes, and to make such expenditures as are necessary for said purposes, and for the proper promotion, advertising, improvement and development of such port properties, utilities and facilities;

**WHEREAS**, on January 26, 2026, the WPPA Executive Committee voted to approve the formation of the Maritime Industrial Base Coalition;

**WHEREAS**, the work of the MIBC will align with a "Charter" document that has also been reviewed by the WPPA Executive Committee;

**WHEREAS**, the MIBC will provide support to WPPA consistent with other Standing Committees of WPPA as authorized in Article VII of the Association Bylaws; and

**WHEREAS**, the MIBC will execute a Scope of Work (the "Scope") that is overseen by a Steering Committee, with the Scope included as an exhibit to this MOU and the role of the Steering Committee further described in Section A below.

## II. TERMS

### A. PURPOSE:

1. The purpose of this MOU is to cooperatively establish and fund the MIBC, which shall be governed by a Steering Committee comprised of one (1) representative from each of the Districts, and managed by the WPPA.
2. The work of the MIBC will be carried out by a consultant who will be hired by the WPPA to execute on the Scope that is approved by the Steering Committee. A copy of the Scope is attached hereto as **Exhibit A**.
3. The Consultant contract will cover the time period described in the Scope, which shall not exceed the duration of this MOU, pending amendment requested by any Districts and agreed to by other Districts.
4. The Consultant will be managed by WPPA in consultation with the Steering Committee, with WPPA serving as the fiscal agent for management and payment of the contract.
5. The Consultant will be responsible for convening the Steering Committee at regular intervals, with WPPA acting as the direct manager of the Consultant work, to report on the progress in execution of the Scope.
6. Proposed amendments to the Scope shall be approved by the Steering Committee prior to being communicated to the consultant.
7. The following exhibit is appended to this MOU and incorporated herein by reference:

**Exhibit A** – Scope of Work Proposed for Consultant Contract

### B. STEERING COMMITTEE AND DISTRICT RESPONSIBILITIES:

1. For Phases I and II of the Scope, as described in **Exhibit A**, the Districts shall serve on the Steering Committee of the MIBC. Obligations of service on the Steering Committee include:
  - a. Designation of one port staff member or commissioner to act as lead ("Districts Lead") for the respective Districts engagement in the Steering Committee
  - b. Consistent engagement in the work of the Steering Committee and the MIBC, including support for WPPA in its management of the Consultant
  - c. Regular communication of the work of the Steering Committee and the MIBC

to maritime industry stakeholders in their respective port communities

2. For Phases I and II, the contributions of each District shall be according to their agreement made with WPPA.

3. Contributions from the Districts may also take the form of in-kind support, including staff time; resources such as data, studies, and reports; and contacts with District partners including shipbuilding, repair, and maritime manufacturing entities.

#### **C. WPPA ACCOUNTING FUNCTION**

1. The WPPA shall function as the financial agent, as well as the client and primary manager of the Consultant contract. As the financial agent, the WPPA will:

- a. Receive payments from Districts and maintain a "Restricted Account" in the WPPA budget for management of District funds and payments to the Consultant.
- b. Provide regular updates to the Districts, through the Steering Committee, about payments made to the Consultant.
- c. Convene meetings of the Steering Committee to determine funding of subsequent phases of Consultant work.
- d. Communicate funding availability for subsequent phases directly to the Consultant.

#### **D. DETERMINATION OF ANNUAL BUDGET AND DISTRICT FUNDING OBLIGATIONS**

1. The Annual Budget for the MIBC shall be determined through the development of the contract with the consultant.

2. The Budget for each respective phase of the consultant contract shall be determined thirty (30) days prior to the end of the preceding phase.

3. The financial obligations of each respective District shall be determined through individual discussion with WPPA, not to exceed one hundred thousand dollars (\$100,000.00), and signing this MOU does not automatically confirm a financial obligation

4. Districts with funding obligations to the MIBC will pay a special assessment to WPPA, for which they will be individually invoiced.

#### **E. EFFECTIVE DATE, TERM, AND TERMINATION**

1. The "Effective Date" of this MOU shall be the date of the last authorizing signature below.

2. The "Term" of this MOU shall begin on the Effective Date and end on either December 31, 2026, or June 30, 2027, pending agreement on joint funding of Phase III of the Scope.


3. A District may withdraw from the MIBC by providing thirty (30) days' written notice to the WPPA.

4. Upon termination of the MOU, all Districts' obligations hereunder shall end, and any unspent funds held by WPPA shall be returned to the Districts who provided them.

PORT OF \_\_\_\_\_

WASHINGTON PUBLIC PORTS ASSOCIATION

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

  
By: \_\_\_\_\_  
Its: Executive Director \_\_\_\_\_  
Date: February 18, 2026 \_\_\_\_\_

## COVER MEMO

**Briefing Date/Time:** March 9, 2026

**Staff Contact/Title:** Mike Reid, Director of Community and Economic Development, [miker@portolympia.com](mailto:miker@portolympia.com)

**Subject:** Public Benefit Rate Adjustment Policy

**Purpose:**  Information Only  Decision Needed

### Overview

Type of agenda item: Advisory

Staff is presenting a proposed Public Benefit Rate Adjustment Policy for Commission review and discussion. The policy establishes a framework under which the Port may allow limited rate adjustments below standard market rates for certain nonprofit, governmental, and community-based organizations when those uses deliver measurable public benefits aligned with the Port’s statutory purposes.

The intent of the policy is to clarify when reduced rates represent a strategic investment in public benefit outcomes—such as workforce development, maritime education, tourism promotion, environmental stewardship, and community access—rather than a subsidy or donation.

No action is requested at this meeting.

Staff is seeking Commission feedback and direction regarding the proposed policy structure, eligibility criteria, and rate adjustment limits prior to bringing the item back for formal adoption.

Pending Commission input, staff anticipates returning with a final policy and resolution for Commission consideration and potential adoption on March 23, 2026.

## **Background**

From time to time, nonprofit organizations, public agencies, and community-based organizations request access to Port property or facilities at rates below standard market rates. These requests often arise when the proposed activity provides a broader public benefit that aligns with the Port's statutory purposes and community mission.

Examples may include:

1. Youth maritime education programs
2. Workforce training initiatives connected to maritime industries
3. Environmental stewardship or clean marina programs
4. Tourism and visitor engagement activities
5. Community access programs that expand public interaction with the waterfront

While these activities may advance important community objectives, the Port must ensure compliance with Washington State law and constitutional requirements, particularly the prohibition on the gifting of public funds. The proposed policy establishes a consistent, transparent framework for evaluating such requests and documenting how any below-market rate arrangement provides measurable public benefit in return.

The policy is grounded in the Port's statutory authorities, including:

- RCW 53.08.245, which authorizes ports to participate in economic development activities including workforce training and employment initiatives
- RCW 53.08.255, which authorizes ports to promote tourism, industrial development, and related public purposes
- Washington Constitution Article VIII, Section 7, which prohibits the gifting of public funds

The policy also aligns with the Port's adopted strategic framework, including the Comprehensive Scheme of Harbor Improvements and Vision 2050.

By establishing clear standards and documentation requirements, the policy helps ensure that any reduced-rate agreement is structured as a public benefit investment with measurable outcomes, rather than a subsidy.

## **Documents Attached**

Draft Policy 1109 – Public Benefit Rate Adjustment

## **Summary and Financial Impact**

The proposed policy does not authorize any specific agreements or financial commitments. Instead, it establishes the framework and criteria under which future requests may be evaluated.

Key policy elements include:

### Eligibility Requirements

- Organizations eligible for consideration must:
  - Be a 501(c)(3) nonprofit organization, tribal government, or public agency
  - Be in good standing with applicable state and federal authorities
  - Primarily serve residents of Thurston County
  - Demonstrate organizational and financial capacity to deliver proposed programs
  - Meet Port insurance and risk-management requirements

### Public Benefit Categories

- To qualify for a rate adjustment, proposed activities must advance one or more of the following categories:
  1. Economic development
  2. Workforce development
  3. Tourism and visitor economy
  4. Youth maritime education and safety
  5. Public access and community programming
  6. Environmental stewardship

### Rate Adjustment Limits

- The policy establishes guardrails intended to maintain fiscal responsibility:
  - Maximum standard adjustment: up to 50% below standard rates
  - Adjustments exceeding 50% require explicit Commission approval with written findings

### Term Limits

- Initial agreement terms are limited to five years
- Renewals are not automatic and require performance review

### Performance Accountability

- Each agreement must include measurable deliverables, which may include:
  - Number of program participants
  - Public events or scholarships provided
  - Workforce training outcomes
  - Environmental stewardship activities

### Failure to meet deliverables may result in:

- Reversion to standard rates
- Agreement termination
- Other contractual remedies

### Transparency and Reporting

- Staff will track:
  - Standard rate or fair market value baseline
  - Discounted rate provided
  - Annual value of foregone revenue
  - Public benefit outcomes achieved

An annual report will be provided to the Commission summarizing program performance and total public benefit investments.

### **Affected Parties**

Potential affected parties include:

1. Local nonprofit organizations
2. Youth maritime and sailing programs
3. Workforce training organizations
4. Environmental and stewardship organizations
5. Tourism and cultural organizations
6. Port tenants and facility users

The policy also provides clearer expectations and evaluation criteria for organizations seeking partnerships with the Port.

### **Options with Pros and Cons**

Option 1 – Provide Feedback and Direction on the Draft Policy (Staff Recommendation):

#### Pros

1. Allows the Commission to shape the policy before adoption
2. Ensures alignment with Commission priorities and strategic goals
3. Improves clarity and defensibility prior to formal adoption
4. Allows staff to refine implementation procedures

#### Cons

1. May require revisions prior to final adoption

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### **Option 2 – Direct Staff to disregard the pursuit of a Public Benefit Policy**

#### Pros

1. The Port has operated without one long enough and it can make these decisions on a case by case basis

#### Cons

1. Leaves the Port without a formal framework for evaluating below-market rate requests
2. May increase legal and policy ambiguity when such requests arise
3. Reduces transparency and consistency in decision-making

### **Environmental Considerations**

The policy itself does not authorize specific environmental actions. However, several qualifying public benefit categories may support environmental objectives, including:

- Environmental education programs
- Marine resource stewardship initiatives
- Clean marina practices
- Community awareness of Puget Sound ecosystem protection

These activities may contribute to the Port’s broader environmental and sustainability goals.


**Staff Recommendation**

Staff recommends that the Commission review the draft policy and provide feedback or direction regarding its structure, eligibility criteria, and rate adjustment standards.

Following Commission discussion, staff will incorporate any requested revisions and return the item for formal Commission consideration and potential adoption on March 23, 2026.

**Next Steps/Timeframe**

- **March 9, 2026** – Commission advisory briefing and discussion.
- Staff incorporates Commission feedback and prepares final policy language and resolution.
- **March 23, 2026** – Commission consideration and potential adoption of the policy.

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Policy:	PUBLIC BENEFIT RATE ADJUSTMENT	Policy No.	1109
Approver:	COMMISSION	Resolution	Yes

### 1. PURPOSE

The Port of Olympia recognizes that certain nonprofit, governmental, and community-based organizations provide programs and services that advance the Port's statutory purposes, including promotion of tourism and economic development, and deliver measurable public benefits to the community.

This policy authorizes the Port to provide limited adjustments below standard market rates for leases, rentals, and marina moorage when such adjustments represent a strategic investment in public benefit outcomes, rather than a subsidy or donation, and when the Port receives adequate consideration in return.

This policy is intended to:

- Support economic development, workforce development, tourism, maritime access, environmental stewardship, and public access objectives of the Port;
- Ensure transparency, accountability, and consistency in decisions to allow use of Port property at below-market rates; and
- Ensure compliance with Washington law, including constitutional prohibitions on gifts of public funds.

### 2. LEGAL AUTHORITY

This policy is adopted pursuant to the following authorities:


- **RCW Title 53** (Port Districts)
- **RCW 53.08.245**, which authorizes ports to engage in economic development activities, including contracting with public or private entities to promote employment, training, and economic vitality
- **RCW 53.08.255**, which authorizes ports to expend funds and provide services to promote industrial development, tourism, and related public purposes
- **Washington Constitution, Article VIII, Section 7**
- The Port of Olympia Comprehensive Scheme of Harbor Improvements
- Port of Olympia Vision 2050 and related adopted plans

Nothing in this policy shall be interpreted to authorize the gifting of public funds, lending of public money or credit, or the gratuitous use of Port property.

### 3. POLICY STATEMENT

The Port of Olympia may approve rate adjustments below standard market rates only when the Port is making a documented investment in public benefit outcomes that advance Port purposes, and where those outcomes constitute measurable consideration to the Port and the community.

**Nonprofit status alone does not qualify an organization for a rate adjustment.**

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#### 4. APPLICABILITY

This policy applies to Port-owned assets including:

- Marina moorage and slips
- Land leases
- Building or facility rentals
- Other Port-owned real property subject to rental or user fees

This policy does not apply to:

- One-time or short-term event rentals governed by separate fee schedules
- Emergency or disaster response uses
- Uses restricted by federal law, grant conditions, or bond covenants

#### 5. ELIGIBLE ORGANIZATIONS

To be eligible for consideration under this policy, an applicant must:

- Be a 501(c)(3) nonprofit organization, tribal government, or public agency
- Be in good standing with applicable state and federal authorities and legal requirements
- Primarily serve residents within Thurston County
- Demonstrate organizational and financial capacity to perform the proposed public benefit activities
- Meet all Port insurance, indemnification, and risk-management requirements

#### 6. QUALIFYING PUBLIC BENEFIT CATEGORIES


Rate adjustments may be granted only when the proposed use advances one or more of the following public benefit categories, consistent with RCW 53.08.245 and RCW 53.08.255:

##### A. Economic Development

- Activities that support local industry, small business development, or maritime commerce
- Programs that stimulate economic activity or job creation

##### B. Workforce Development

- Job training, certification, or apprenticeship programs
- Maritime career pathways or skills development aligned with Port-related industries

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**C. Tourism and Visitor Economy**

- Programs or uses that promote tourism, cultural activity, or visitor engagement consistent with Port objectives

**D. Youth Maritime Education and Safety**

- Sailing, boating, seamanship, or water safety education
- Programs with scholarships or reduced-cost access for underserved populations

**E. Public Access and Community Programming**

- Free or low-cost public access to maritime or waterfront experiences
- Programs that broaden equitable access to Port facilities

**F. Environmental Stewardship**

- Environmental education, clean marina practices, or marine resource stewardship

**7. RATE ADJUSTMENT STANDARDS**

**A. Maximum Rate Adjustment**

- Rate adjustments shall not exceed 50% below the standard rate
- Any adjustment exceeding 50% requires express Commission approval with written findings identifying why the reduction is necessary and consistent with the Port's public benefit objectives


**B. Term**

- Initial agreement term shall not exceed five (5) years
- Renewals are not automatic and require performance review

**C. Proportionality**

Rate adjustments must be proportionate to:

- The documented public benefit provided
- The scope and duration of required deliverables
- The value of foregone Port revenue

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### 8. REQUIRED CONSIDERATION & DELIVERABLES

Each approved rate adjustment shall be supported by specific, measurable deliverables, which may include:

- Number of participants served annually
- Number of public or low-cost events or scholarships that further the Port's public benefit objectives
- Workforce training or educational outcomes
- Environmental or stewardship activities
- Reporting requirements and verification methods

Failure to meet required deliverables may result in:

- Reversion, including retroactively, to standard rates
- Termination of the agreement
- Other contractual remedies

### 9. APPROVAL AUTHORITY

#### A. Commission Approval Required

Commission approval is required for:

- Any agreement exceeding one (1) year in duration; and/or
- Any agreement with an estimated annual public benefit value exceeding \$10,000

#### B. Staff Approval


The Executive Director may approve agreements below Commission approval thresholds, provided:

- All policy requirements are met; and
- Written documentation of compliance with this Policy is secured and maintained

### 10. DOCUMENTATION REQUIREMENTS

For each approved rate adjustment, staff shall prepare and retain written documentation including:

- Standard rate or fair market value baseline
- Discounted rate

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- Annual value of foregone revenue
- Public purpose and statutory justification
- Required deliverables and reporting schedule
- Term, renewal, and termination provisions

#### **11. OVERSIGHT, TRACKING & REPORTING**

- The value of all approved rate adjustments shall be tracked annually
- Staff shall provide an annual report to the Commission summarizing:
  - Participating organizations
  - Nature of public benefits provided
  - Total value of foregone revenue
  - Performance and compliance status

This reporting is intended to ensure transparency and accountability and to reinforce that the Port is investing in public benefit outcomes, not subsidizing private organizations.

#### **12. ADMINISTRATION**

The Executive Director is authorized to adopt procedures consistent with this policy to implement application, evaluation, monitoring, and reporting requirements.

## COVER MEMO

**Briefing Date/Time:** March 9, 2026

**Staff Contact/Title:** Alex Smith, Executive Director, (360) 528-8001,  
[alexs@portolympia.com](mailto:alexs@portolympia.com)

**Subject:** Deschutes Estuary Restoration Project

**Purpose:**  Information Only  Decision Needed

### **Type of Agenda Item:**

Briefing. This project will be a topic at the joint Port Commission/Olympia City Council meeting in April and we wanted to provide background on it in advance of that meeting.

### **Background:**

In 1951, the state of Washington constructed the 5th Avenue dam near the mouth of the Deschutes, blocking tidal exchange and creating Capitol Lake at the foot of the state capitol building. By the early 1970s, a lack of active management of the lake resulted in excessive sediment deposition, algal blooms, and overgrowth of invasive aquatic plants. Later studies found the water in Capitol Lake to violate multiple state water quality standards including temperature, dissolved oxygen, and fine sediment level.

In 2018, the state of Washington initiated an environmental review of the Lake under the State Environmental Policy Act. The Department of Enterprise Services (DES) completed the review in coordination with the Squaxin Island Tribe, governmental and agency partners and the community.

A Final Environmental Impact Statement was completed in 2022 with the “Estuary Alternative” selected as the management option that would best resolve water quality issues and increase community recreational use of the area. Under this alternative, the 5th Avenue dam would be removed, and a 500-foot-wide opening would replace it, thus reintroducing tidal flow and reconnecting the waters of Budd Inlet and the Deschutes River. One of the benefits of a restored estuary is that it is likely to reduce the overall impact of sea level rise, by reducing the anticipated level of rise by as much as a foot.

The Department of Ecology took the lead on the Deschutes Estuary Restoration Project at the end of June 2025 when the Washington State Legislature transferred the project to Ecology. Ecology will partner with DES to continue the project to restore the Deschutes Estuary.

This legislative session, Ecology requested additional funding to get to 100% design on the project. The Governor’s budget included a total of \$16,459,000 for the project, an increase over the prior \$8,750,000 appropriation for it. The final amount appropriated for the project will be decided in the next few weeks as the legislature finalizes the budget.

The Port plays two roles in the Deschutes Estuary project:

1. The first is as part of the Deschutes Estuary Funding and Governance Workgroup, which includes the Port, the cities of Olympia and Tumwater, LOTT Cleanwater Alliance, the State Department of Enterprise Services, Thurston County and the Squaxin Island Tribe. That group signed an Interlocal Agreement (ILA) that accounts for how the group will fund the management of sediments that flow into Budd Inlet once the 5<sup>th</sup> Avenue dam is removed. Each of the parties agreed to fund a portion of that cost through 2050.
2. The second role the Port plays in the estuary restoration project is with the Budd Inlet cleanup. All parties realize the need to conduct the sediment cleanup in West Bay to remove the last impediment that is preventing the US Army Corps of Engineers from dredging the navigation channel and turning basin. We are coordinating closely with Ecology to ensure our cleanup stays on track and happens before the 5<sup>th</sup> Avenue dam is removed.

**Summary & Financial Impact:**

Through the Interlocal Agreement, the Port has committed funds for future sediment management. The Port is hoping to leverage our role in the estuary restoration project to find additional funds that can go towards Budd Inlet cleanup.

**Alignment with Vision 2050:**

This initiative aligns with the Vision 2050 goal emphasize sustainability in all port planning actions, including advocating for state investment in Puget Sound water quality efforts, implementing climate adaptation and mitigation actions, and sustaining legacy pollution clean-up projects.

**Document(s) Attached:**

N/A