



Commission Meeting Minutes
Monday, June 10, 2024

Commission President Bob Iyall called the Commission meeting of June 10, 2024, to order at 5:30 p.m. at the Percival Plaza at 626 Columbia Street NW, Suite 1B, Olympics Room, in Olympia, Washington.

Present

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

Staff: Alex Smith, Executive Director; Rick Hughes, Port General Counsel; Camille St. Onge, Director Strategic Initiatives and Commission Affairs; Tad Kopf, Director of Finance; Shawn Gilbertson, Director of Environmental Planning and Programs; Chris Paolini, Airport Senior Manager; Clarita Mattox, Real Estate Senior Manager; Emily Girton, Marketing and Outreach Coordinator; and Missy Goodell, Executive and Commission Coordinator.

Guests/Speakers: Matt Kennelly, LOTT.

Approval of Agenda

Commissioner Tonge moved to approve the agenda as presented; Commissioner Vasavada seconded the motion. Motion passed unanimously.

Executive Director Report

Alex Smith, Executive Director, provided an update on port events and activities as well as gave detailed information regarding concerns with Port of Olympia airport activities.

Public Comment

Three individuals provided public comments.

Consent Calendar

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

Pending Issues or Business

LOTT Presentation. Matt Kennelly, P.E., Executive Director for LOTT, provided a presentation on LOTT and the "state of the utility."

Action Calendar

Budget Amendment – Budd Inlet Cleanup and Restoration. Shawn Gilbertson, Director of Environmental Planning and Programs, presented a recommendation to the commission to transfer \$2M from Port of Olympia reserves to the Budd Inlet Cleanup and Restoration Project budget.

Motion: Commissioner Harding moved to adopt Port of Olympia Resolution 2024-04 to amend the 2024 Port of Olympia Operating Budget to transfer \$2M from Port of Olympia Reserves to the Budd Inlet Cleanup and Restoration project budget. Commissioner Tonge seconded the motion. Motion passed unanimously.

Action/Other Calendar

Budget Amendment – Port Debt Reduction Evaluation. Tad Kopf, Director of Finance, provided information on the operating budget, requesting adoption of Port of Olympia Resolution 2024-05 to amend the 2024 Port of Olympia Operating Budget.

Motion: Commissioner Harding moved to adopt Port of Olympia Resolution 2024-05 to amend the 2024 Port of Olympia Operating Budget to authorize the use of \$5.2M of proceeds from the sale of the Lacey Commercial Business Center (CBC) building to create an escrow account to defease the remaining outstanding debt form LTGO Bond 2016B. Commissioner Vasavada seconded the motion. Motion passed unanimously.

Three individuals provided public comment.

Advisory Calendar

Review of Legal Services RFP. Alex Smith, Executive Director, informed the commission that the Port's current general counsel, Rick Hughes, is ending his contract with the Port effective July 1, 2024. A Request for Proposal (RFP) was submitted for interested parties to respond to in consideration of providing legal services to the port. Five firms responded to the RFP and two firms will be interviewed.

No one provided public comment.

Airport Engineering Services Agreement: Chris Paolini, Airport Senior Manager, gave a presentation regarding the need for an engineering services agreement, to be used solely for airport-related projects. Pros and cons were discussed.

No one provided public comment.

Commissioner Reports/Discussion

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

Other Business

None.

Meeting Announcements

Executive Director Alex Smith provided information on upcoming Commission meetings.

Adjournment

The meeting adjourned at 7:17 p.m.

PORT OF OLYMPIA COMMISSION



Bob Iyall, President



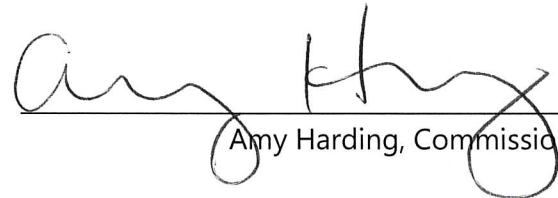
Jasmine Vasavada, Vice President



Sarah Tonge, Secretary



Maggie Sanders, Commissioner



Amy Harding, Commissioner