



**Commission Meeting Minutes
Monday, June 27, 2022**

Commission President Bob Iyall called the Commission Meeting of June 27, 2022 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; Amy Evans Harding, Vice President; and Joe Downing, Secretary.

Staff: Sam Gibboney, Executive Director; Lisa Parks, Executive Services Director; Matt Peach, Finance Director; Aletia Alvarez, Capitol Assets Senior Manager; Barb Tope, Environmental Project Manager; and Missy Goodell, Executive and Commission Coordinator.

Public: Two participants in person and three remotely.

Approval of Agenda

Commissioner Downing moved to amend the agenda to include adding an Agenda Item #3 to the Advisory Calendar entitled "Budget Process Questions Pertaining to Swantown Marina." Motion seconded by Commissioner Evans Harding. Motion passed unanimously.

Commissioner Iyall moved to add a second amendment to the agenda: to add an Executive Session immediately after this Commission Meeting to discuss the performance of an employee (RCW 42.30.110(1)(g)). Motion seconded by Commissioner Evans Harding. Motion passed unanimously.

Commissioner Evans Harding moved to add a third amendment to the agenda under the Advisory Calendar, Agenda Item #4 entitled: "Discussion on the APG Report to give direction on the Oyo Hotel." Motion seconded by Commissioner Downing. Motion passed unanimously.

Commissioner Iyall noted the three amendments and called for the vote. The amended agenda passed unanimously.

Executive Director Report

Executive Director Sam Gibboney reported on recent Port events and activity.

Public Comment

Three individuals provided comments.

CONSENT CALENDAR

Bills and Vouchers

The Consent Calendar included May Voucher Batch 18-21.5. *Commissioner Downing moved to approve the Consent Calendar as presented. Seconded by Commissioner Evans Harding. Motion passed unanimously.*

ACTION CALENDAR

No items.

ACTION/OTHER CALENDAR

No items.

ADVISORY CALENDAR

Puget Sound Air Emissions Inventory Agreement

Lisa Parks, Executive Services Director, introduced the Commission to the Port of Olympia's Environmental Project Manager, Barb Tope, who is the Port's designated representative on the Puget Sound Air Emissions Forum. Financial obligation and the role of the port and other Forum members were discussed. Staff will be bringing forth a request to the Commission for their approval to authorize the Executive Director to sign the Puget Sound Air Emissions Inventory Agreement on behalf of the Port.

Resolution 2022-XX Commission Rules Update

Sam Gibboney, Executive Director, brought forward a simple Resolution Rules change request per a suggestion by Commissioner Evans Harding to remove a separate reporting aspect for warrants over \$200,000.00 as a separate item in the order of Business in Article 5 in the Rules Resolution. Discussion followed. Executive Director Gibboney suggested an alternative: to add the Voucher and Bill item on the Consent Calendar and added to the Cover Memo so it is seen easily by all.

Budget Process Questions Pertaining to Swantown Marina

Commissioner Downing provided background on this topic. He discussed rates and fees at Swantown Marina and how they are determined and calculated.

Discussion on the APG Report to give direction on the Oyo Hotel

Commissioner Evans Harding reminded the Commission that the consultant's report regarding the process for the FAA to allow the surplus of airport property is on the Port's website.

The Commission asked that the Executive Director reach out to the Chair of the Regional Housing Council and report back to the Commission on what possibilities for collaboration might exist.

Public Comment on Advisory Items

Three people provided public comment on Advisory items.

Commission Reports/Discussion

Commissioners provided updates of their recent community activities.

Other Business

Commissioner Downing commented that he would like to hear from the public on the 5-Member Commission. He asked if he could reach out to Commissioner Mejia to get reaffirmation; President Iyall agreed it was appropriate to reach out to Commissioner Mejia.

Meeting Announcements

Executive Director Gibboney provided information on upcoming Commission meetings.

Adjournment

Commissioner Evans Harding moved to adjourn. Seconded by Commissioner Downing. Motion passed unanimously. The meeting adjourned at 6:54 p.m.

Executive Session

The Commissioners convened an Executive Session at 6:55 p.m. to review the performance of a public employee (RCW 42.30.110(1)(g)). Commissioner Iyall reported that the executive session adjourned at 7:24 p.m. with no actions taken during executive session.

PORT OF OLYMPIA COMMISSION

Bob Iyall

[Bob Iyall \(Dec 4, 2022 13:24 PST\)](#)

President, Bob Iyall

Amy Evans Harding

[Amy Evans Harding \(Nov 28, 2022 08:17 PST\)](#)

Vice President, Amy Evans Harding

J Downing

[J Downing \(Nov 30, 2022 16:16 PST\)](#)

Secretary, Joe Downing