CALL TO ORDER

Commission President Joe Downing called the Commission Work Session of January 19, 2017 to order at 2:30 p.m. at the Percival Plaza, in Olympia.

Staff: Director of Environmental Programs Rachael Jamison, Senior Manager Business Development Mike Reid, Harbor Director Bruce Marshall, Engineering Director Bill Helbig, Human Resources & Administrative Manager Jeri Sevier, Commission Coordinator Jessie Bensley and Port Legal Counsel Mick Phillips.

Others: Peter Overton and Richard Wolf.

Strategic Plan
Mike Reid, Senior Manager Business Development said over the course of 2016 the Port Commission worked on a Strategic Plan Update at numerous work sessions. At the 11/21/2016 Work Session the Commission gave direction that they would like to meet individually with staff to discuss elements of a discussion draft Strategic Plan. The individual meetings have occurred therefore Mr. Reid presented a draft strategic plan and asked for further clarity on the following:

1. Mission Statement
2. Vision Statement
3. Focus Areas
4. Values
5. “Governance and Planning” Pyramid

Mission Statement:
Commissioner McGregor said he likes the 2012 statement however he also feels the 1995 statement was easy to remember, to the point and had it strengths. Commissioner Zita said agreed with Commissioner McGregor however a broader mission statement would be preferred. Commissioner Downing said he prefers the 2012 statement because the 1995 he thinks fails to describe all of the Ports current business units. No consensus or direction was made.

Vision Statement:
Commissioner Downing said the presented statement is beautiful and he likes it. He likes the words dynamic and connected. Commissioner McGregor said he would shorten it and remove any “buzz” words. Commissioner Zita suggested using the word sustainable or healthy to get the value and how. All commissioners agreed and gave Mr. Reid direction.

Focus Area - Economic Opportunities:
Commissioner McGregor said he doesn’t like the word “maintaining”. A suggestion was made to use the word “providing”. All commissioners agreed.

Focus Area - Environmental Steward:
Commissioner Zita said she is fine with it. Commissioner Downing provided Mike with an environmental steward focus area and all Commissioners agreed.
Focus Area - Community Assets:
Commissioner Zita suggested using the word “committed” rather than provides. All commissioners agreed.

Values:
Due to previous Commission discussion Mr. Reid suggested adding the words dynamic and connected. All commissioners agreed.

Governance and Planning Pyramid:
Mr. Reid presented his changes. All commissioners agreed with Mr. Reid’s suggested changes to the pyramid.

Commissioners thanked Mr. Reid for his presentation and the work he’s done on this. Commissioner Downing suggested each Commissioner should meet with Mr. Reid regarding the mission statement.

**Consultant Selection**
Commissioner Joe Downing said at the October 13th work session, three consultants were submitted for consideration to lead the Commission / Executive Director Team Building efforts. At that meeting, all three were declined and staff was asked to research and interview other potential consultants.

Jeri Sevier said each of the new three consultants have been interviewed and understands the goal to build cohesiveness, openness, and produce results among the Commission and staff. The three consultants are: Jan Dwyer Bang, Wendy Fraser and Richard Kramer.

Commissioner McGregor asked Ms. Sevier if she had an estimate of what this may cost. Ms. Sevier said approximately $10,000-$15,000. An estimated timeline would be for the consultant to conduct interviews in February followed by a retreat in March.

Commissioners had a discussion about each of the consultants and decided to move forward with Fraser Consulting, LLC.

**POCAC Workplan**
Commissioner McGregor said he asked each Commissioner to bring potential tasks that may be assigned to the POCAC. Commissioners should approve the presented tasks at the February 13th Commission meeting. The workplan will be assigned to the POCAC at the joint Commission and POCAC meeting which is scheduled for February 21, 2017. The Commissioners brought the following potential tasks.

Commissioner McGregor said the Port should consider renaming the Port so it’s more a county wide association suggesting that be a potential task for the POCAC to explore. Another task would be asking the POCAC to provide a Community benefits and assets inventory list to show citizens what the Port is doing for the community. Commissioner Zita said she thinks both of Commissioner McGregor's tasks are great. She would like the POCAC to provide a list of how the assets could be connected. Commissioner Downing said he also supported both tasks presented.

Commissioner Zita said she would like the POCAC to look into steady tenants at the Marine Terminal in addition to existing tenants. She also suggested the POCAC look into opportunities
of incubator hubs that may be able to happen on the Marine Terminal to better serve the community. Another potential task would be to explore the idea of free high-speed internet.

Commissioner Downing said he would like the POCAC to investigate all Port cargo background giving the community the story about all cargo coming through the Ports Marine Terminal. Another suggested task is to construct a model of fuel prices for the marine fueling facility at the Swantown Marina. He also suggests the POCAC should study Kenmore Air to determine if service could be provided through the Olympia Regional Airport. And to explore the Zip car service to determine if it would be a good fit for Olympia. Commissioner Zita said she knows people want more facts about cargo so she proposes that be included in the task.

Commissioner McGregor suggested each Commissioner should bring the completed task write ups to the February 13th meeting for discussion and approval.

**Red Wagon Lease Assignment**
Commissioner Bill McGregor made a motion to approve the Red Wagon Lease as presented. Commissioner Zita seconded the motion. Motion passed unanimously.

**Clara’s Grove Easement**
Mick Phillips, Port Legal Council at the February 19, 2015 Commission work session, Lawrence Jacobson presented a request to the Port Commission for the Port to accept a conservation easement to permanently preserve a portion of his land, one-half acre of containing approximately 100-year-old trees on property located in the vicinity of the Olympia Airport.

At the Commission’s request, Port Legal Counsel reviewed Mr. Jacobson’s request and provided feedback to the Commission at their Study Session of April 23, 2015. The Commission requested this be revisited at a future Commission meeting.

Mr. Phillips said the Port has the authority to accept a gift of a real property interest, such as a conservation easement. The Port has broad authority in RCW Chp. 53.08 to acquire property, improve land, lease property, sell property, and receive gifts of property. The Port may also construct, improve, maintain, and operate park and recreation facilities, but this authority is limited to facilities “necessary to more fully utilize … air … and other port facilities authorized by law pursuant to the port’s [CSHI].” RCW 53.08.260. The Port also has authority to acquire marginal lands for development or redevelopment. RCW Chp. 53.25. The Port may accept a gift of real property and improve and better the property by “such amount as may be necessary.” RCW 53.08.110. The Port also has the authority to purchase unimproved land. *State v. Port of Walla Walla*, 81 Wn.2d 872, 877, 505 P.2d 796 (1973).

However, in the absence of a demonstrated nexus between the conservation benefit of accepting the conservation easement and the Port’s statutory authority and purpose of economic development, the Port is limited in its ability to expend public funds to defend the conservation easement or maintain the property in perpetuity due to the constitutional prohibition on gift of public funds. Mr. Jacobson is asking the Port to hold the easement and maintain the Property in perpetuity as a small tract of forest land. While the Port may have the legal authority to acquire a property to provide a conservation bank, currently the only active conservation benefit we are aware of would be for the listed threatened and endangered species on Port properties. Although the County identifies Mazama pocket gopher indicator soils on the Property, a forested parcel would require tree removal and prairie habitat restoration to provide any prairie conservation value, and the Property may have limited conservation value due to its separation from the airport.
by intervening parcels and roads. Further, Mr. Jacobson’s objective is to support retention of the trees in perpetuity, which is inconsistent with gopher conservation.

Mr. Phillips said Airport Director, Rudy Rudolph has indicated that the Port needs to maintain its right to remove trees that obstruct the current or future departure flight profiles for the Airport within an area that includes this property. Entering into the conservation easement as requested would limit the Port’s future ability to remove the trees if they grow to a height that obstructs flight paths.

Mr. Phillips said if the Commission is interested in evaluating the Property for other potential conservation benefits before making a final decision, then he recommends a specialized consultant be hired to evaluate the Property for that purpose.

Commissioner Zita said the Port should look at the costs and benefits of preserving his property. Commissioner McGregor said we need to keep in mind the Airport has a runway protection zone that should be considered when looking into this. Commissioner Zita said she will share the information she has received from Airport Director Rudy Rudolph with Mr. Lawrence Jacobson.

ADJOURNMENT
The Commission adjourned the meeting at 5:10 PM.

PORT OF OLYMPIA COMMISSION

[Signatures]
President, Joe Downing

[Signatures]
Vice President, E.J. Zita

[Signatures]
Secretary, Bill McGregor