

**RESOLUTION NO. 2023-01**

**A RESOLUTION OF THE NORTHWEST SEAPORT ALLIANCE  
DESIGNATING CLAIMS AGENT – REPLACES RESOLUTION 2015-04.**

WHEREAS, the Port of Seattle ("POS") and Port of Tacoma ("POT"), (collectively, "Ports"), are public port districts, organized under provisions of the laws of the State of Washington, codified under Title 53 RCW; and

WHEREAS, to qualify for the defense and procedures contained in the state's tort claim filing statute pursuant to RCW 4.96.020, the Alliance's governing body is required to appoint an agent for receipt of any claim for damages made against the Alliance, to adopt a standard tort claim form with instructions on how the form is to be presented and to define the address and business hours of the appointed claims agent; and

WHEREAS, The Alliance seeks to appoint an agent for receipt of any claim for damages to comply with RCW 4.96.020; and

WHEREAS, the Managing Members previously appointed a designated agent by Resolution 2015-04 in August 2015 and seek to appoint a new agent.

NOW, THEREFORE, BE IT RESOLVED BY THE MANAGING MEMBERS OF THE NORTHWEST SEAPORT ALLIANCE that:

1. The Alliance appoints for the following two agents for receipt of any claim for damages against the Alliance:

Sara E. Kern  
Risk Manager  
Port of Tacoma & Northwest Seaport Alliance

And

Jeff J. Hollingsworth  
Director, Risk Management  
Port of Seattle

Or

Laricel Cambronero  
Risk Claims Manager  
Port of Seattle

2. In accordance with RCW 4.95.020, all claims for damages against the Alliance shall be presented to one of the appointed agents during normal business hours and within the applicable period of limitations within which an action must be commenced.
3. The Alliance adopts the standard tort claim form as its standard tort claim form and shall post this standard tort claim form on its website with instructions on how the form is to be presented and the names, addresses, and business hours of the above appointed Alliance claims agents.

ADOPTED by a majority of the members of The Northwest Seaport Alliance at a Regular meeting held on the \_ th day of \_\_\_\_, 2023 by a majority of the members being present and voting on this resolution and signed by its Co-Chairs and attested by its Co-Secretaries under the official seal of said Managing Members in authentication of its passage this \_\_\_ th day of \_\_\_\_\_, 2023.

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Sam Cho, Co-Chair  
The Northwest Seaport Alliance

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Deanna Keller, Co-Chair  
The Northwest Seaport Alliance

ATTEST:

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Fred Felleman, Co-Secretary  
The Northwest Seaport Alliance

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John McCarthy, Co-Secretary  
The Northwest Seaport Alliance