

ACTION ITEM MEMO

Port of Tacoma Commission



Item No: 5D
Meeting Date: 2/21/24

DATE: February 10, 2024
TO: Port of Tacoma Commission
FROM: Heather Burgess, Dickson Frohlich Phillips Burgess PLLC, Port Legal Counsel
SUBJECT: Res. 2024-01-PT – 2024 Amended and Restated Bylaws

A. ACTION REQUESTED

Adopt Resolution 2024-01-PT, 2024 Amended and Restated Port of Tacoma Commission Bylaws.

B. BACKGROUND

Article III (5) of the 2023 Port of Tacoma Amended and Restated Commission Bylaws calls for the Commission to conduct an annual review of its Bylaws, which govern the conduct of Commission business. RCW 53.12.245 requires the Commission to adopt rules governing the transaction of its business by resolution.

For 2024, there are no legally required changes to the Commission Bylaws, however, there was a document preparation error in finalizing the 2023 resolution for Commission action, and so changes to the Order of Business which the Commission approved in 2022 were not carried forwards in the signed copy of record. This was an administrative error, and the Commission has maintained the order of business as approved by the Commission in 2022 throughout 2023. The 2024 Amended and Restated Bylaws correct this administrative error, but make no other changes, and so approval is proposed as a Consent Agenda item.

The Commission may choose to complete a more comprehensive review of its Bylaws later in 2024 if time permits.

C. NEXT STEPS

Take action on Resolution 2024-01-PT, 2024 Amended and Restated Port of Tacoma Commission Bylaws.