

COMMISSION REGULAR MEETING MINUTES
May 4, 2023 - 12:00 PM Public Session Start
Fabulich Center, Room #104: 3600 Port of Tacoma Road, Fife



The Port of Tacoma Commission met for a regular meeting on **May 4, 2023** at the Fabulich Center, 3600 Port of Tacoma Road, Fife, WA. Commissioners Keller, Ang, McCarthy, Marzano and Meyer were present in person.

CALL TO ORDER | EXECUTIVE SESSION:

Commissioner Keller called the meeting to order at **10:00 a.m.** and announced that the Commission would recess into a closed **Special order of Business** until **10:30 a.m.** to discuss a labor collective bargaining agreement, followed by an **Executive Session** from **10:30 a.m. to 11:59 a.m. to discuss:**

- A. One (1) Property Leasing Item – RCW 42.30.110(1)(c)
- B. Three (3) Potential Litigation Items - RCW 42.30.110(1)(i)

RETURN TO ORDER and FLAG SALUTE:

Commissioner Keller returned the meeting to order at **12:04 p.m.**, followed by the Pledge of Allegiance. Commissioner Keller acknowledged that we are situated on the shores of the Salish Sea and reside on the ancestral lands of the Puyallup Tribe of Indians.

APPROVAL OF AGENDA:

The agenda was adopted by unanimous consent.

EXECUTIVE DIRECTOR'S REPORT:

- Two Commissioners and the Executive Director met with the Puyallup Tribe for formal Consultation on April 26th.
- We are hosting students from Lincoln High School this week who are touring and learning about the Port.
- We are currently working with City of Fife to implement the Interlocal Agreement (ILA) to address homelessness.
- One of our tenants, the Youth Marine Foundation, received the Golden Shovel Award from the Economic Development Board (EDB) yesterday for the boat they brought in as a classroom vessel to provide maritime training.

PUBLIC COMMENT: None

CONSENT AGENDA:

- A. Minutes: April 11, 2023 and April 14, 2023

MOTION: "Approve Consent Agenda as presented."

Motion was made by Commissioner Meyer and seconded by Commissioner Marzano.

DISCUSSION: None

VOTE: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

COMMISSION ACTIONS:

A. Proclamation 2023-03-PT: Asian Pacific American Heritage Month

Commissioner Ang read the Proclamation from the Port of Tacoma, recognizing May 2023 as Asian Pacific American Heritage month.

MOTION: "Approve Proclamation 2023-03-PT recognizing May 2023 as Asian/Pacific American Heritage Month."

Motion was made by Commissioner Meyer and seconded by Commissioner McCarthy.

DISCUSSION: None

VOTE: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

B. 2023 LEDIF Awards

Leslie Barstow, Community Relations Manager at the Port of Tacoma, presented on the Local Economic Development Investment Fund (LEDIF). \$250,000 was budgeted for this purpose. Twenty-three applications were received, the committee reviewed the proposals, and selected twelve projects to receive funding.

MOTION: "Authorize the Executive Director, or his designee, to execute Interlocal Agreements with the City of Gig Harbor, the City of Puyallup, Tacoma Metro Parks, and Pierce County Parks to fund investments to eight Pierce County non-profit organizations, from the Local Economic Development Investment Fund, for a total of \$250,000."

Motion was made by Commissioner McCarthy and seconded by Commissioner Ang

DISCUSSION:

- Transient mooring and public access as conditions of the funding were discussed for the Anich Homeport Dock with the City of Gig Harbor. Security and safety were concerns expressed by the City with transient mooring.
 - It was noted that no applications for freight mobility, manufacturing, or rail or road infrastructure were received this year.
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The following motion for an amendment was made after this discussion.

MOTION FOR AN AMENDMENT: "Amend the conditional wording in the City of Gig Harbor's application. Replace 'transient mooring' with 'public access' wording."

Motion was made by Commissioner Meyer and seconded by Commissioner McCarthy.

DISCUSSION ON AMENDMENT MOTION:

- Comments were made in favor of the amendment.

VOTE ON AMENDMENT MOTION: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

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Vote on the original motion was taken after the motion to amend was passed.

VOTE ON MOTION: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

C. Motive Power Marine Lease (2nd reading)

Gloria Fletcher, Senior Manager—Real Estate & Economic Development for the Port of Tacoma, presented the second reading for a three-year lease. This lease is currently month to month, but the tenant would like to convert it to a three-year lease. Lease terms were reviewed.

MOTION: "Authorize the Executive Director, or his designee, to enter into a three-year lease with Motive Power Marine, LLC."
Motion was made by Commissioner Ang and seconded by Commissioner Marzano.

DISCUSSION:

Environmental requirements for equipment and infrastructure responsibilities to support electric or hybrid equipment were discussed.

VOTE: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

D. Port Maritime Center and Maritime 253 Skills Center Project Authorization

Stan Ryter, Engineering Sr. Project Manager, and Rob Healy, Environmental Sr. Project Manager for the Port of Tacoma, requested project authorization in the amount of \$1,500,000 for a total authorized amount of \$1,800,000 to move forward with conducting site assessment evaluations of cultural resources and environmental conditions. Meetings with the Cultural Resource staff of the Puyallup Tribe of Indians have occurred, and environmental concerns of possible contamination were communicated. The assessment would help identify any contamination or potential cultural or ancestral items on the site. Samplings will be done in two phases and the schedule reviewed. Phase 1 is slated to start in a couple of weeks and phase 2 is scheduled to start in July. Next steps, including the selection of a Design Build team, will occur over the next few months.

MOTION: "Approve project authorization in the amount of \$1,500,000, for a total authorized amount of \$1,800,000, for work associated with the Maritime Skills Center and the Port Maritime Center."
Motion was made by Commissioner McCarthy and seconded by Commissioner Meyer.

DISCUSSION:

- Public participation and stakeholder engagement were discussed. These are clearly stated in the ILA between the Port of Tacoma and the Tacoma Public School District to be sure Design, Build Team would be evaluated on their experience and approach to public engagement.
- Appreciation for the collaboration with Tacoma Public Schools and the Tribe were expressed.

VOTE: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

E. Resolution 2023-06-PT: Forklift Surplus

Rick Atkinson, Director—Equipment & Maintenance for the Port of Tacoma, requested approval of the resolution on the forklift surplus. The current value is estimated at \$60,000 but the cost to replace the forks is \$50,000. Staff determined they could not justify the repair based on cost, the minimal hours it has been utilized and that it is a Tier 0 emissions engine.

MOTION: "Approve Resolution 2023-06-PT to declare surplus Port property and to authorize the Executive Director to sell/dispose of the surplus property."

Motion was made by Commissioner Meyer and seconded by Commissioner McCarthy.

DISCUSSION:

- Item Auctioned off govdeals.com – McCarthy requested who purchased and amount sold once it occurs.
- Zero emissions – no true number at this point tier 0 hybrid technology for this type of equipment we purchase.

VOTE: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

F. Spreader Bay Door Replacement

Rick Atkinson, Director—Equipment & Maintenance for the Port of Tacoma, requested authorization to replace the spreader bay door in our maintenance area. The curtain style doors are falling. A sample of the proposed roll up door was reviewed.

MOTION: "Approve project authorization in the amount of \$370,000 for a Spreader Bay Door replacement."

Motion was made by Commissioner Marzano and seconded by Commissioner McCarthy.

DISCUSSION:

Joe Caldwell and the rest of the staff were recognized for their work on this project.

VOTE: Motion Carried 5-0

Commissioner Ang	Aye
Commissioner Keller	Aye
Commissioner McCarthy	Aye
Commissioner Meyer	Aye
Commissioner Marzano	Aye

SPECIAL ORDER OF BUSINESS: None

NEW BUSINESS: None

COMMITTEE REPORTS:

- A. Audit Committee Report** – Commissioner Marzano the Port had a clean audit. Darren Arakaki and the rest of the staff were recognized for their efforts.
 - B. Tidelands Subarea Plan Committee Report** – Commissioner Keller reported. The process, plan and timeline were discussed at the meeting. They anticipate having something to review by early next year. Once finalized this will become a policy and regular land use will be revisited annually. Container port elements and the budget are of particular concern for the Port. Staff can provide an updated memo on the finance side, as this is an area of concern for the Commission.
 - C. Workforce Development Committee Report** – Commissioner Keller reported. We have \$100,000 in funding and want to provide ten youths with paid internships associated with maritime work. Requests for proposals (RFPs) were sent to contract with a service provider but yielded only one proposal. We sought advice from partners on how to better word the RFP in the future.
 - D. Tribal Liaisons Committee Report** – Commissioners Ang and Marzano met in a consultation with the Puyallup Tribal Chairman in the first of many expected to come and discussed environmental and economic development. Staff was present, but only there to answer questions if they arose. The main concern for the Tribe relates to parcels 92 & 94. The plan is to continue the consultations about every other month. They appreciate the work of Rob Healy for cleaning up the land and evaluating for cultural resources.
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ISSUE BRIEFINGS:

A. Preventative Maintenance Program Update

Rick Atkinson, Equipment & Maintenance Director for the Port of Tacoma, presented a briefing on our Preventative Maintenance Program which benefits both the Northwest Seaport Alliance (NWSA) and the Port of Tacoma. Both equipment maintenance and facilities maintenance are covered through this program. The NWSA conducts annual inspections on all their buildings. The Port has laced a formal annual inspection process, which created a need for extensive and costly. The recommendation is that the Port adopt a similar program to NWSA.

DISCUSSION:

- The annual inspection process, and budget and resources constraints were discussed. The goal is to conduct these inspections on all of the POT facilities, recognizing the cost savings in preventative maintenance.
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B. Annual Updates: Resolution 2023-03-PT Master Policy / Resolution 2023-07-PT Bylaws / Resolution 2023-08-PT Code of Conduct

Heather Burgess, Legal Counsel for the Port of Tacoma briefed the Commission on the annual updates slated for this year with regard to the Master Policy, Bylaws and the Code of Conduct. She asked for feedback on these Resolutions, so when this topic is brought up next meeting, we can move forward.

DISCUSSION:

- Creation of an ad hoc committee to address the Code of Conduct and Governance Review was suggested.
 - Clarification on what to present for action at the next meeting was given. The Bylaws and Master Policy Resolutions could be presented for approval, but action to create an ad hoc committee for the Code of Conduct is needed.
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ANNOUNCEMENTS / COMMISSIONER COMMENTS:

Commissioner Ang – The America's Competitive Exchange is in mid-May and Pierce County Day is on May 17. The delegates (foreign ministers, economic development executives and company executives) from around the Americas will be visiting our tideflats and taking a boat tour on that day.

Commissioner Marzano – Congratulations was given Patty Rose on her retirement as the Secretary-Treasurer of the Pierce County Central Labor Council (PCCLC).

Commissioner McCarthy – None given, as the Commissioner left before announcements and comments.

Commissioner Meyer – None given, as the Commissioner left before announcements and comments.

Commissioner Keller – Commissioner Keller is on the Board of Directors for the Youth Marine Foundation. They recently held a retreat on the Doolin Rogers. She reported that the Youth Marine Foundation was a recent recipient of the Golden Spade Award.

ADJOURNMENT:

Commissioner Keller adjourned the meeting at **1:42 p.m.**




Deanna Keller, President
Port of Tacoma Commission

Attest:



John McCarthy, Secretary
Port of Tacoma Commission



Helen Hickman, Clerk of the Port
Port of Tacoma