

Item: 9A

Date: 5/7/26

Bylaws Committee Report

Commissioners Marzano & Ang

Port of Tacoma Commission Meeting

Date: May 7, 2026



- In January 2025, the Commission created a temporary Bylaws Committee to conduct the annual review of the Commission Bylaws called for in Art. III, Sec. 5 of the current Bylaws (Res. 2024-01-PT).
- Due to other priorities, the Commission was not able to complete the review process in 2025.
- On April 21, 2026, the Commission re-appointed a new temporary Bylaws Committee to complete review and bring forward recommended amendments to Commission.
- Committee met with Legal Counsel on April 27, 2026 to review and discuss final recommended amendments for Commission discussion.

- Bylaws Committee will review proposed amendments during today's Committee Report for Commission discussion and feedback.
- Port Legal Counsel will make final revisions based on Commission feedback and bring back the final Bylaws resolution for Commission action at the June 18, 2026 meeting.

Article II (Commission Duties and Responsibilities)

- Para. 1(L) - added language addressing scope of communications subject to limitation.
- Para. 2 – added clarifying language regarding treatment of requests for future agenda items made during “New Business” to align with the process used for requests made outside of Commission meetings.

Summary of Proposed Changes

Article III (Commission Organization)

- Para. 1 – clarified that where officers are elected at the December meeting (when there are no Commissioner elections) that the term of office begins on January 1.
- Paras. 4 and 8 – Committees and Work Groups. Revised existing Committee structure to redefine as Standing Committees (those with a Charter – which is currently only the Audit Committee) and Work Groups (everything else) and provide for the Commission President to make recommendations regarding outside Board, Committee and Work Group assignments for approval by the Commission.
- Para. 9 – Outside Boards. Revised provisions regarding appointment and tenure; added provision to clarify conflict of interest with the Port and to allow, but not require, Commissioners to recuse themselves from voting on contracts or funding involving outside organizations while serving on that organization’s board in order to avoid the appearance of a conflict of interest.

Article V (Commission Meetings)

- Para 1. Removed three of the four additional regular Commission meetings on first Thursday, leaving only November (for extra budget meeting).

Article VI (Order of Commission Business)

- Revised provision to allow order of action items and staff briefings to be altered at the discretion of the Presiding Officer unless any Commissioner objects, in which case a vote is required.
- Added a provision to Commission Action Items for public hearings required by law to be included with Commission Action Items; removed “public hearings” from Special Orders of Business.
- Clarified scope of “New Business” to confirm with Commission practice and cross reference new provisions in Art. II, para. 2.



Thank You

Questions & Discussion



Heather Burgess, Dickson Frohlich Phillips Burgess PLLC
Port Legal Counsel
hburgess@dfpblaw.com