

# 2017 Port of Tacoma Master Policy Resolution 2017-01-PT

January 17, 2017



# Action Requested

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Request Commission authorization of Master Policy Resolution 2017-01-PT, granting administrative authority to the Chief Executive Officer.

# Background

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- The purpose of the Master Policy Resolution is to establish the administrative authority for the Chief Executive Officer.
- Provisions governing delegated authority for port district operations are governed by RCW 53.12.270.

# Master Policy Resolution

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The new Master Policy Resolution contains six (6) major sections:

- I. Overview of Administrative Authority
- II. Definitions
- III. Port Real Property
- IV. Contracting and Procurement Activities
- V. Financial Activities
- VI. Legal Activities

# Summary of Changes

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## Summary of key changes:

- Clarified the Chief Executive's delegation of authority in his absence.
- Added new definitions. Specifically:
  - Annual Capital Investment Plan (new)
  - Material Scope Change (new)
  - Normal Operating Expense (new)
  - Normal Port Operations (refined)

# Summary of Changes

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## Summary of key changes:

- Made a minor adjustment to the CEO's lease signing authority.
- Identified those leases that are subject to first and second readings.
- Addressed public briefings of available property.

# Summary of Changes

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## Summary of key changes:

- Made Section IV, Contracting and Procurement clearer and removed redundant language.
- Increased the Chief Executive's Grant matching amount to \$300,000 up from \$150,000.
- Changed the annual change in the Surplus Property threshold to \$18,565 up from \$18,390.
- Addressed budget approvals

# Summary of Changes

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## Summary of key changes:

- Clarified when the Chief Executive can initiate litigation as a party plaintiff.
- Adjusted the Claims reporting amount to \$150,000 from \$50,000.
- Included past remediation expenditures when determining remediation costs.



# Authorization Request

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# Master Policy Resolution

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Questions?