

PORT OF TACOMA COMMISSION
ACTION ITEM MEMO



Item No: 6C
Meeting Date: 5/23/2023

DATE: May 10, 2023
TO: Port of Tacoma Commission
FROM: Eric Johnson, Executive Director
Sponsor: Heather Burgess, Port Legal Counsel
SUBJECT: Resolution 2023-07-PT, Port of Tacoma Commission 2023 Amended and Restated Bylaws

A. ACTION REQUESTED

Approve Resolution 2023-07-PT, Port of Tacoma 2023 Amended and Restated Bylaws

B. BACKGROUND

Article III(5) of the 2022 Port of Tacoma 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.

Port Legal Counsel reviewed the current Commission bylaws and recommended the changes shown in the redline version of the attached DRAFT Resolution 2023-07-PT. The only proposed substantive change is to Art. IX (Minutes), clarifying that the Commission Clerk will prepare the minutes of Commission meetings using an “action” or “decision only” format.

The Commission received an initial review copy of the proposed amendments in the April 21, 2023 Friday packet and reviewed them during the May 4, 2023 Commission meeting. No additional changes were proposed to Port Legal Counsel during Commission review.