

MEETING MINUTES

Port of Tacoma Commission



REGULAR MEETING

December 17, 2024 - 12:00 p.m. Public Session Start

Fabulich Center, Room #104: 3600 Port of Tacoma Road, Fife

The Port of Tacoma Commission met for a regular meeting on **December 17, 2024** at the Fabulich Center, 3600 Port of Tacoma Road, Fife, WA. Commissioners Kristin Ang, Deanna Keller, John McCarthy, Dick Marzano, and Don Meyer were present. A quorum was met.

CALL TO ORDER | EXECUTIVE SESSION:

Commissioner Kristin Ang, Port of Tacoma Commission President, called the meeting to order at **10:00 a.m.** and announced the Commission would meet in **Executive Session** until **12:00 p.m.** to discuss:

- Two (2) Potential Litigation Items – RCW 42.30.110(1)(i)
- One (1) Potential Acquisition of Real Estate Item – RCW 42.30.110(1)(b)

Executive Director, Eric Johnson, stated the factors allowed to be discussed during Executive Session in relation to real estate are as follows: size and zoning of the property, distance from and connectivity to deep-water marine terminals, job creation and potential, and consistency with the Strategic Plan.

1. RETURN TO ORDER & FLAG SALUTE:

Commissioner Ang returned the meeting to order at **12:00 p.m.**, and stated the Commission met in Executive Session until **10:52 a.m.** The public meeting began with the Pledge of Allegiance. Commissioner Ang acknowledged that we are situated on the traditional homelands of the Puyallup Tribe and committed to uplifting the voices, experiences, and histories of the Indigenous people of this land.

2. APPROVAL OF AGENDA:

Commissioner Ang sought approval of the agenda. There was one request to add an item (9A-Tribal Liaisons Report) under Committee Reports.

MOTION: Approve the addition of item 9A for a Tribal Liaisons Committee Report.

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

VOTE: Motion Carried 5-0

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

3. EXECUTIVE DIRECTOR'S REPORT – Eric Johnson

- The Department of Ecology recently issued the 2025 Industrial Stormwater General Permit. Staff is currently reviewing the document for compliance. It goes into effect New Years Day.
- On December 5th the Tideflats Subarea Plan Steering Committee unanimously approved the draft of the final Plan to move forward. Five government agencies participated in the development of this plan. Eric thanked the staff & Commissioners who served on the committee for their work.
- The Maritime Center site (Parcel 94) clean-up will have substantial completion by Christmas.

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- The Propeller Club Holiday Reception is at 5pm today. Tomorrow at 5 p.m. is the Elected Officials Reception. Many of our Commissioners will be in attendance at both.
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4. **PUBLIC COMMENT:** None given.

5. **CONSENT AGENDA:**

- A. Approval of the minutes from the **10/31/24 and 11/19/24** meetings.
- B. Disbursement Certifications during the period of **11/9/24 to 12/9/24:**
 - 1. Check numbers **747 to 930** and **932 to 977** in the amount of **\$3,366,094.70**, and electronic payments in the amount of **\$24,374,978.90** for a total of **\$27,741,073.60**.
 - 2. Check number **931** to the State Auditor in the amount of **\$5,244.07**.
- C. Approve 2025 Terminal Security Officers (TSO) Benefit Contract Renewal.

MOTION: Approve the Consent Agenda items 5A, 5B-1 and 5C as presented.

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

VOTE: Motion Carried 5-0

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

MOTION: Approve the Consent Agenda item 5B-2, check number 931 for \$5,244.07 to the State Auditor's Office.

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

VOTE: Motion Carried 4-0-1

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

6. **COMMISSION ACTIONS:**

A. Approve Dickson Frohlich Phillips Burgess Firm 1-Year Contract Extension

Erin Galeno (Chief Financial & Administrative Officer) presented on behalf of the Port. This request is to extend our legal services contract for one year. The Port does not have a legal counsel on staff, so those services are contracted out. The current contract allows for a one-year extension option.

MOTION: Approve the one-year extension option on contract #071560 for general legal services with Dickson Frohlich Phillips Burgess PLLC in the amount of \$450,000 for a total contract value of \$1,563,800.

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

VOTE on MOTION with the approved Amendment: Motion Carried 5-0

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

B. EBC Temporary Tenant Relocation

Debbie Shepack (Sr. Director—Real Estate) & Elly Bulega (Project Manager II—Engineering) presented on behalf of the Port. Buildings 407 & 326 in the Earley Business Center (EBC) are near the end of their economic life and scheduled for demolition in early 2026. The Port is committed to keeping the EBC as a ship maintenance & manufacturing hub. This request will help provide temporary facilities to the active tenants.

MOTION: Approve project authorization in the amount of \$2,874,000 for a total authorized amount of \$3,224,000, for full design and material procurement, for work associated with the EBC Temporary Tenant Relocation, Project ID #101686.01.

Motion was made by Commissioner Marzano and seconded by Commissioner Keller. Discussion ensued.

VOTE: Motion Carried 5-0

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

C. Port of Tacoma Decant Facility Design Authorization

Elly Bulega (Project Manager II—Engineering) and Pat Patterson (Director—Facility Maintenance) presented on behalf of the Port. The Port’s maintenance shop wastewater treatment facility handles dirty/contaminated water from Port owned equipment. The current system was not originally designed or sized to handle vector & sweeper decant wastewater. This proposal includes a permanent solution to construct a facility to meet our needs and remain in compliance.

MOTION: Approve project authorization in the amount of \$884,000 for a total authorized amount of \$1,234,000, for work associated with the Port of Tacoma Decant Facility Design, Project ID #101640.01.

Motion was made by Commissioner Meyer and seconded by Commissioner Keller. Discussion ensued.

VOTE: Motion Carried 5-0

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

D. Authorization for NWSA to use Port of Tacoma Advance Mitigation Credit for Tote and PCT Berth Maintenance Dredge Projects

Tony Warfield (Sr. Manager—Environmental) presented on behalf of the Port. The Port built the Place of Circling Waters (POCW) mitigation site. This request is to use advance mitigation credits from that site for

use in three NWSA maintenance dredge projects. If approved, the NWSA will provide reimbursement to the Port.

MOTION: Approve authorization for the Port of Tacoma and Northwest Seaport Alliance to use the Port of Tacoma Advance mitigation credit from the Place of Circling Waters Advance Mitigation Site to cover mitigation liabilities for the Totem Ocean Trailer Express (TOTE), Pierce County Terminal (PCT), and Middle Blair (Knuckle) maintenance dredges for a total of 0.06 Wetland Acre-Credit and 1.86 Fish credits.

Motion was made by Commissioner Marzano and seconded by Commissioner Keller. Discussion ensued.

VOTE: Motion Carried 5-0

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

E. 2025 Election of Officers

Alisa Praskovich (Chief, Strategic Projects & Commission Relations) presented on behalf of the Port. The suggested slate was presented, based on the rotation proposed in the Commission Bylaws.

MOTION: Approve the following proposed officer positions for 2025: President—Commissioner John McCarthy, Vice President—Commissioner Dick Marzano, Secretary—Commissioner Don Meyer, First Assistant Secretary—Deanna Keller, and Second Assistant Secretary—Commissioner Kristin Ang.

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

VOTE: Motion Carried 4-1

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

7. SPECIAL ORDER OF BUSINESS: None presented.

8. NEW BUSINESS: None presented.

9. COMMITTEE REPORTS:

A. Tribal Liaison Committee – *This agenda item was added at the beginning of the meeting.*

Commissioners Marzano and Ang met in consultation with the Puyallup Tribe and Port staff on November 20th in the new Tribal building. They discussed the boot property and the Blair cutback (future site of the Maritime Center). It was a very productive meeting, and the Tribe is enthusiastic about the Maritime Center project. They will continue to have these meetings to discuss how we can come together to enhance the Port and also the Tribe in their endeavors.

10. ISSUE BRIEFINGS:

A. Hazard Mitigation Plan Update

Deirdre Wilson (Sr. Manager—Planning) presented on behalf of the Port and provided an update on the work associated with the Port's Region 5 Hazard Mitigation Plan with the Pierce County Emergency Management Department. Final approval of the Pierce County Plan by FEMA is expected in the fourth quarter of 2025. The types of hazards potentially affecting the Port were reviewed and include geological, meteorological and technological hazards.

B. Real Estate Department Annual Update

The Real Estate Team presented their annual update to the Commission as required by the Master Policy. Debbie Shepack introduced the Real Estate Department staff. An overview of the 2024 key accomplishments and executed leases was provided. A few of the Port's tenants were highlighted in the presentation. Future projects were discussed.

C. 2025 Commissioner Boards & Committees

Alisa Praskovich (Chief, Strategic Projects & Commission Relations) presented on behalf of the Port. An initial draft and proposal of the Commissioner board and committee assignments based on individual Commissioner preferences for the coming year was reviewed. Work to finalize assignments will continue, with approval expected at the January 2025 Commission meeting.

Commissioner Keller left the meeting at 3:01 p.m.

11. ANNOUNCEMENTS / COMMISSIONER COMMENTS:

- A. Commissioner Marzano:** Wished everyone happy holidays. Thanked staff (Matthew Mauer & Deirdre Wilson) for their work on the Subarea Plan over the last seven years. Thanked Commissioner Ang for her hard work and leadership this year.
- B. Commissioner McCarthy:** Recognized Commissioner Ang for doing a great job, dealing with tough issues with Alliance and Port of Tacoma.
- C. Commissioner Meyer:** 2024 was a significant year for all of us, both organizationally and with our community relationships. He is looking forward to 2025 to carry on with major policies. He made some topic suggestions for the March retreat: an in-office policy, clarity with the Maritime Center, and master plan that we can talk about.
- D. Commissioner Ang:** Thanked fellow Commissioners for their comments. Thanked staff for all the accomplishments this year, especially around the Maritime Center. She is looking forward to 2025 and passing the torch to Commissioner McCarthy, and continuing to get the work done.

12. ADJOURNMENT: Commissioner Ang adjourned the meeting at 3:08 p.m.

Attest:



John McCarthy, President
Port of Tacoma Commission



Don Meyer, Secretary
Port of Tacoma Commission



Helen Hickman, Clerk of the Port
Port of Tacoma