

PORT OF TACOMA COMMISSION
ACTION ITEM MEMO



Item No: 6E
Meeting Date: 8/15/2023

DATE: 8/07/2023

TO: Port of Tacoma Commission

FROM: Eric Johnson, Executive Director
Sponsor: Jason Jordan, Environmental and Planning Director
Project Manager: Mindi Kellar, Senior Water Quality Manager – *Presenter*

SUBJECT: Grant Acceptance and Project Authorization for Stormwater Infrastructure Comprehensive Plan, Master ID# 101636.01

A. ACTION REQUESTED

1. Authorization in the amount of \$210,000 for a total authorized amount of \$335,000 for work associated with the Stormwater Infrastructure Comprehensive Plan project, Master Identification No. 101636.01.
2. Authorization to enter into a grant agreement with Pierce County to accept a Pierce County Flood Control Zone District grant of \$125,000 to support development of a Port of Tacoma Stormwater Infrastructure Comprehensive Plan.

B. BACKGROUND

To support the Port's Strategic Plan Environmental Leadership Strategy EL-3, a Stormwater Infrastructure Comprehensive Plan will:

- Confirm parcel ownership and maintenance responsibilities of parcels within the Tideflats,
- Provide information to coordinate with neighboring jurisdictions on interlocal agreements (ILA) including the cities of Fife and Tacoma, and
- Determine infrastructure status to prioritize repair or replacement to protect assets in areas prone to current or potential future flooding events.

As part of our Municipal Stormwater Sewer System (MS4) Phase I permit issued by the Washington Department of Ecology, we are required to keep updated maps of our systems including outfall locations, pipe diameters, material, and other attributes. Completion of a Stormwater Comprehensive Plan will allow us to meet these permit requirements.

The Stormwater Infrastructure Comprehensive Plan will include updated GIS maps clearly listing parcel and stormwater infrastructure ownership and easements within the Tideflats and a prioritized list of Port Owned infrastructure repair and replacement needs over the next 10 years. This information will allow staff to build relationships with other landowners within the Tideflats through development of interlocal agreements to address infrastructure repair and maintenance on non-port owned properties

to protect our stormwater infrastructure. This information will also allow Port of Tacoma to plan for these projects, including obtaining grant funding where feasible, build relationships with our partners in the Tideflats, and meet Department of Ecology permit requirements under our MS4 Phase I Permit.

Deliverables for this project include:

1. Updated GIS maps showing known stormwater infrastructure, ownership, and maintenance responsibilities within the Tideflats.
2. Parcel ownership and responsibilities information to be used during upcoming ILA negotiations.
3. List of infrastructure that may be prone to flooding due to potential climate related reasons.
4. Stormwater Infrastructure Comprehensive Plan document, prioritizing areas of infrastructure that may need to be repaired or replaced in the next 10 years.

There has been confusion recently between the Port and city of Tacoma regarding ownership, easements, and property responsibilities on a number of parcels within the Tideflats. The current ILA between the Port of Tacoma and the City of Tacoma will expire in February 2025. Negotiations between the Port and City will begin no later than Q1 2024. Information gathered during this project relating to property ownership and maintenance responsibilities will help to inform the next ILA between the Port and the City. By having clear examples of property ownership, this will help maintain the relationship between the Port and City.

During summer 2022, staff applied for a \$125,000 grant from Pierce County and were notified of approval for this grant in December 2022. This grant will support the Port of Tacoma to confirm ownership responsibilities in the Tideflats, prioritize needed infrastructure improvements to address predicted climate change and sea level rise which will protect our tenants, infrastructure, and allow the Port to operate efficiently. Updated and correct mapping information regarding asset ownership and maintenance responsibilities will also allow the Port to prioritize spending on needed infrastructure updates over the next 10 years.

C. SCOPE OF WORK

The scope of work will include:

- Confirm property ownership and responsibility for stormwater infrastructure within the Tideflats.
- Infrastructure Research and Analysis of known Port of Tacoma stormwater infrastructure.
- Completed Stormwater Infrastructure Comprehensive Plan Document, including updated GIS maps.

D. PROJECT SCHEDULE

Sign ILA with Pierce County for Grant acceptance	August 2023
Select Consultant and Award Contract	August 2023
Confirm Property Ownership Responsibilities	December 2023
Infrastructure Research and Analysis	May 2024
Final Stormwater Infrastructure Comprehensive Plan Document	December 2024

E. FINANCIAL SUMMARY

Cost The cost of this project is included in the 2023/2024 CIP budgets and includes both staff and consultant time.

Source of Funds \$125,000 of this project will be funded by the Pierce County grant. As part of this grant, funds should be used by December 31, 2023.

Total Cost

Item	Budget Estimate	Expenditure to Date
Parcel Ownership Research	30,000	N/A
Infrastructure Research, and Analysis	210,000	N/A
GIS Map Updates	30,000	N/A
Comprehensive Plan Document	35,000	N/A
Other*	30,000	N/A
TOTAL**	335,000	N/A

*Other includes Washington State sales tax, contingency, permitting and miscellaneous costs

** Total cost includes staff time

F. ECONOMIC INVESTMENT / JOB CREATION

The Port of Tacoma has been awarded a \$125,000 grant from Pierce County to assist with this project. The grant monies should be spent by December 31, 2023. No other economic investments are being made by other customers or stakeholders with this action.

G. NEXT STEPS

1. If approved, sign ILA with Pierce County to accept \$125,000 grant funding.
2. Select consultant and award contract.
3. Begin parcel research and create GIS Map.
4. Analysis of port owned infrastructure.