

**BOARD OF COMMISSIONERS  
THE FABULICH CENTER, ROOM 104  
3600 PORT OF TACOMA ROAD, TACOMA, WASHINGTON**

**COMMISSIONERS PRESENT**

1. Don Meyer, President
2. Clare Petrich, Vice President
3. Don Johnson, Secretary
4. John McCarthy, 1<sup>st</sup> Assistant Secretary
5. Dick Marzano, 2<sup>nd</sup> Assistant Secretary

**STAFF PRESENT**

1. John Wolfe, Chief Executive Officer
2. Carolyn Lake, Port Counsel
3. Judi Doremus, Executive Assistant
4. Juliet Campbell, Clerk of the Port

**8:30 A.M.: EXECUTIVE SESSION**

**1. CALL TO ORDER:**

Commissioner Meyer called the Special Commission Work Session to order at 8:30 a.m. and then recessed into Executive Session for approximately one (1) hour.

**2. RECESS INTO EXECUTIVE SESSION:**

- A. One (1) Real Estate Selling/Leasing Item: RCW 42.30.110(1)(c)

No decisions were made and no votes were taken.

**9:30 AM: SPECIAL COMMISSION WORK SESSION:**

**1. RETURN TO ORDER:**

Commissioner Meyer returned the Special Commission Work Session to order at 9:38 a.m. and a flag salute was performed.

**2. PUBLIC COMMENT: None.**

**3. AGENDA:**

**A. CONSIDER SUGGESTED TOPICS FOR FUTURE WORK SESSIONS:**

**Discussion Included:**

1. Whether the Commission should engage the services of an outside consultant in developing the future functional structure of the Port.
2. The sequence of transition planning activity and various questions and issues to consider moving forward were discussed.
3. The qualities and qualifications needed in a future Port of Tacoma Chief Executive Officer (CEO) require a determination of the future structure of the Port.
4. The need to convey the message of the Port's economic power and value to the region to the public on an ongoing basis was discussed.
5. The Subarea Plan for the Tidelands will impact the Port's vision for itself and its future functional structure. The Port's involvement in the Subarea Plan was also discussed.
6. Changing the start time of Commission meetings to 5:00 p.m. was considered.
7. The Port's Community Investment Program funds increased from \$35,000 to \$250,000 this year. Currently the program is staff driven. The Commission considered increasing its involvement in the process, including as a minimum, a review of the criteria.
8. The Port's office space strategy and headquarters location will be driven by the functional structure of the Port. Immediate needs exist to preserve the current functionality of both the administration building and Fabulich Center.
9. The various lines of business and economic development projects that ports can engage in per RCW were discussed.

**B. DISCUSS COMMISSION PRIORITIES AND TENTATIVE TIMELINES:**

**Discussion Included:**

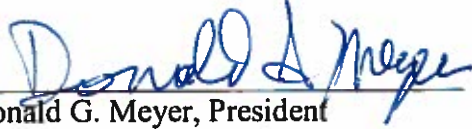
1. The priority is to define the overall goal for the Port of Tacoma. The goal for the Port will inform the CEO job description and the overall strategy going forward. The target date for this should be no later than August 2018. Commissioner Johnson will put together a proposed time schedule.
2. Staff will manage expenditures of maintaining the administration building and the Fabulich Center pending a decision regarding the Port's functional structure.
3. Commissioners Petrich and McCarthy plan to review the Community Investment Program criteria within the next 30 to 60 days.
4. Commission will determine whether to change the Regular Commission Meeting Schedule to reflect a start time of 5:00 p.m. beginning in May 2018. This would be for a six-month trial.

4. **COMMISSIONER COMMENT:**

Commissioner Meyer: Planning a few more Work Sessions. Envisions a great year.

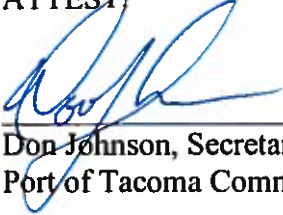
5. **ADJOURNMENT:**

There being no further business, President Meyer adjourned the meeting at 10:55 a.m.

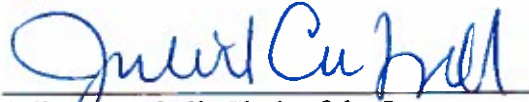


Donald G. Meyer, President  
Port of Tacoma Commission

ATTEST:



Don Johnson, Secretary  
Port of Tacoma Commission



Juliet Campbell, Clerk of the Port  
Port of Tacoma