

MEETING MINUTES

Port of Tacoma Commission



SPECIAL MEETING

April 26, 2024 - 12:00 PM Public Session Start

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

The Port of Tacoma Commission met for a special meeting on **April 26, 2024** at the Fabulich Center, 3600 Port of Tacoma Road, Fife, WA. Commissioners Kristin Ang, Deanna Keller, John McCarthy, and Don Meyer were in person. Commissioner Dick Marzano joined remotely. 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 that the Commission would recess into a closed **Special Order of Business** until **10:30 a.m.** to discuss a labor collective bargaining agreement followed by a closed **Executive Session** until **12:00 p.m.** to discuss:

- One (1) Potential Property Acquisition Item – RCW 42.30.110(1)(b)
- One (1) Property Leasing & Potential Litigation Item – RCW 42.30.110(1)(c) & RCW 4230.110(1)(i)
- One (1) Evaluation of a Public Employee – RCW 42.30.110(1)(g)
- One (1) Receive and Evaluate Complaints or Charges Brought Against a Public Officer or Employee – RCW 42.30.110(1)(f)

Commissioner Ang returned to the podium at **11:55 a.m.** and extended the time for Executive Session until **12:20 p.m.**

1. RETURN TO ORDER & FLAG SALUTE:

Commissioner Ang returned the meeting to order at **12:20 p.m.** and stated they were in a Closed Special Order of Business until **10:18 a.m.**, followed by Executive Session until **12:11 p.m.** The public meeting began with the Pledge of Allegiance. Commissioner Ang also 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 asked if any Commissioner had changes to the agenda presented today. Commissioner Meyer requested a change through the following motion, which was adopted unanimously.

MOTION: Remove item 6A-Executive Director’s Evaluation from this meeting and move it as an action item in the May meeting to allow for evaluation finalization.

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 (verbal remotely)
Commissioner Meyer	Aye

3. EXECUTIVE DIRECTOR'S REPORT – Eric Johnson

- Community Outreach endeavors over the past month:
 - The Port participated in an afterhours mixer sponsored by the Tacoma-Pierce County Chamber held at the Port Administration building.
 - Commissioners Keller and McCarthy rode in the Daffodil Parade.
 - Representatives from the Port attended a grand opening event of the Melanie Dressel Park on the Thea Foss Waterway. The Port provided some funding for the park.
 - Commissioner Keller attended the Chamber's annual Washington-to-Washington trip in DC.
 - The Port participated in a beach clean-up at Dickman Mill Park for Earth Day. More than 50 volunteers of all ages participated in the event.
- Workforce Development – The Port recently participated in career fairs in Eatonville and Puyallup to promote career opportunities in the trades.
- The Port will host an Open House on Tuesday, May 7th at the Foss Waterway Seaport Museum to show the public our progress for the Maritime Center.

4. PUBLIC COMMENT:

- We received four public comments in support of Darling Ingredients Inc – 1 via e-mail from Teamsters Local Union #313 and 3 via mail from Campbell's Trucking Inc., National Food NW, and the Northwest Chicken Council.

5. CONSENT AGENDA:

- A. Approval of the minutes from the March 19, 2024 Commission meeting.
- B. Approval of Disbursement Certifications during the period of 3-8-24 to 4-5-24: Check numbers 239763 to 240058 in the amount of \$3,833,756.30, and electronic payments in the amount of \$3,070,693.08 for a total of \$6,904,449.38.
- C. Approval of Contract Usage Agreement with Washington State Department of Enterprise Services.
- D. Approval of Interlocal Agreement (ILA) time extension with the Pierce County Flood Control District.

MOTION: Approve Consent Agenda as presented.

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

VOTE: Motion Carried 5-0 (via roll call by Clerk)

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

6. COMMISSION ACTIONS:

- A. **Performance Evaluation of the Executive Director** – This item was removed from the agenda during the agenda approval and will be addressed at May meeting.
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B. Resolution 2024-03-PT: Master Policy Directive

Heather Burgess (Legal Counsel) for the Port of Tacoma presented the annual update of the Master Policy Directive. The proposed changes were highlighted, and a discussion ensued.

MOTION: Approve Resolution 2024-03-PT, Master Policy Directive, superseding Resolution 2023-03-PT and all prior Master Policy Directives.

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

VOTE: Motion Carried 5-0 (via roll call by Clerk)

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

C. Earley Business Center (EBC) Remediation Project Authorization

Dave Myers (Project Manager II – Engineering) and Rob Healy (Sr. Project Manager – Environmental & Planning) for the Port of Tacoma presented. The Port and Ecology negotiated an amendment, and the Port committed to completing a supplemental remedial investigation, a feasibility study and a draft cleanup action plan. The background and timeline for removing the underground storage tanks for the cleanup, the finance summary, and scope were reviewed.

MOTION: Approve authorization in the amount of \$1,200,000 for a total authorized amount of \$3,993,000 for work associated with Parcel 1B Earley Business Center, Master Identification No. 101287.04.

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

VOTE: Motion Carried 5-0 (via roll call by Clerk)

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

D. Ground Lease for Maritime Center—Tacoma Public School District (1st Reading)

Debbie Shepack (Sr. Director – Real Estate) for the Port of Tacoma presented. The lease terms were reviewed in this first reading, and a discussion ensued. Alicia Lawver from Tacoma Public Schools and Jim Dugan with Parametrix also addressed questions posed from Commissioners.

No action was requested at this meeting, as it was the first reading. The 2nd reading and requested action is anticipated at the May 21, 2024 Commission Meeting.

E. Commission International Travel Approval

Alisa Praskovich (Chief, Strategic Projects & Commission Relations) for the Port of Tacoma requested additional approval for Commission international travel. This is a new request, specific to the Association of WA Businesses (AWB) - Canadian Trade Mission event in late June 2024.

MOTION: Approve Commission international travel from June 23-28, 2024.

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

VOTE: Motion Carried 5-0 (via roll call by Clerk)

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

Commissioner Marzano left the meeting at 1:22 p.m.

7. **SPECIAL ORDER OF BUSINESS:** None

8. **NEW BUSINESS:** None

9. **COMMITTEE REPORTS:**

A. DEI Committee

Commissioner Ang provided an update on the committee's progress. She recognized and thanked DEI Steering Committee, Team and Sub-Committee members. The efforts thus far this year began with a January lunch & learn meeting, and in February, we launched the DEI Team & Sub-Committee work. The work toward our DEI plan is facilitated by our consultants (Athena Group). Sub-committees include: Business Practices, Communication & Public Engagement, and Workplace & Workforce. Our goal is to have a draft of plan finalized by the end of the year.

B. Audit Committee

Commissioner Keller reported on the April 11th Audit Committee meeting. She thanked the Port Auditor (Don Kelley) and our Sr. Risk Manager (Sara Kern) for their work. Olga Darlington from Moss Adams presented. The Port received a clean audit report. Sara Kern spoke on the Labor & Industry audit for workers compensation. The next Audit Committee meeting is scheduled for October 3rd at 1:00 p.m.

10. **ISSUE BRIEFINGS:**

A. Department of Ecology VW Grant Funding Electric Yard Truck – Port Owned Fleet

Rick Atkinson (Director—Equipment Maintenance) and Jason Jordan (Sr. Director—Environmental & Planning Services) for the Port of Tacoma presented. The Port was awarded a \$244,318 grant from Volkswagen through the Department of Ecology for the purchase of an electric yard truck and mobile charging unit. This is the first deployment of zero emission equipment in the Port-owned fleet and will assist in meeting our goals for the Northwest Ports Clean Air Strategy.

B. First Amendment and Elected Officials Training

Jessica Goldman (Summit Law Group) presented training for the Commission on first amendment issues currently facing public offices. Some topics covered included: defamation, privileged communication, fault (malice vs. negligence), public forums, and private vs. public social media activity.

11. ANNOUNCEMENTS / COMMISSIONER COMMENTS:

1. **Commissioners Marzano** – No comment was given, as he departed the meeting at 1:22 p.m.
2. **Commissioner Keller** – Spoke on her Washington-to-Washington travel and conference attendance in Washington, DC.
3. **Commissioner Meyer** – No comment provided.
4. **Commissioner McCarthy** – Spoke on his participation in this year’s Daffodil Parade.
5. **Commissioner Ang** – Spoke of her travels to Copenhagen and Malmo with Tacoma City Council members, a trip to Korea with the Seattle Metro Chamber, and the upcoming delegation from Buson visiting our Port on May 9th to discuss the green corridor.

12. ADJOURNMENT: Commissioner Ang adjourned the meeting at **2:51 pm**.

Attest:



Kristin Ang, President
Port of Tacoma Commission



Dick Marzano, Secretary
Port of Tacoma Commission



Helen Hickman, Clerk of the Port
Port of Tacoma