

PORT OF SEATTLE
MEMORANDUM

COMMISSION AGENDA

Item No. 11b

Date of Meeting March 24, 2009

DATE: March 17, 2009

TO: Tay Yoshitani, Chief Executive Officer

FROM: Mary Gin Kennedy, Director of Commission Services

SUBJECT: Resolution No. 3611, Second Reading and Final Passage.
Amendment of the Port of Seattle Commission Bylaws.

ACTION REQUESTED: Approval of Resolution No. 3611, Second Reading and Final Passage of the Amendment of the Port of Seattle Commission Bylaws.

The Commission has proposed a major revision to its Bylaws to reflect its current policies and practices. The Bylaws were originally adopted in 1958 and have been frequently amended over the years, most recently on January 15, 2008. The Commission was briefed on the revised Bylaws on February 3 and approved the First Reading of Resolution No. 3611 on February 10.

The Bylaws govern the organization and transaction of business by the Commission. The major changes to the Bylaws are as follows:

- The Preamble was expanded.
- Commission duties and responsibilities were incorporated into the Bylaws. (Art II)
- Additional procedures were added in case of a vacancy. (Art. III, Section 4)
- More detail was added on the structure and functioning of Standing Committees and temporary committees. (Art. III, Section 6)
- A new section was added to cover Port-related Board memberships. (Art. III, Section 7)
- Work sessions were eliminated. All meetings are Commission meetings. (Art. V)
- The time of the meetings was changed to 1 p.m. on the first, second and fourth Tuesdays of the month. (Art. V, Section 1)
- The Commission will meet four times annually outside the Port. (Art. V, Section 4)
- References to the Transparency Code of Conduct and the Open Public Meetings Act were added to the Bylaws. (Art. V, Section 6)
- Executive sessions are limited to two per month except for exceptional circumstances or when the purpose of the executive session is to discuss personnel issues or interview candidates for positions at the Port. (Art. V, Section 6, Clause B)
- Provisions were added to facilitate holding a Commission meeting when a quorum is not present in Seattle. (Art. V, Section 8)
- The Order of Business was simplified and made more flexible. (Art. VI)

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T. Yoshitani, Chief Executive Officer

March 18, 2009

Page 2 of 2

- Motions and resolutions must be seconded, but subjects raised for discussion under New Business do not require a second. (Art. VII, Section 2, Art. VIII, Section 2)