



APPROVED 3/13/24

MINUTES  
City of Tacoma  
Public Utility Board Meeting  
February 28, 2024  
6:30 p.m.

Chair Watson called the Public Utility Board meeting to order at 6:30 p.m.

**Present:** Carlos Watson; Elly Claus-McGahan; Anita Gallagher; William Bridges; John O'Loughlin

**Minutes of the Previous Meetings**

Mr. Watson moved that the minutes of the previous meetings be adopted; seconded by Mr. O'Loughlin. Voice vote was taken and carried. The minutes were declared adopted.

**Comments by the Public**

There were no public comments.

**Regular Agenda**

C-1 Resolution U-11438 - A resolution to award certain contracts and approve certain purchases:

1. Increase contract to Inertia Engineering and Machine Works, LLC, for the purchase of 25kV 900 amp pole-mounted, gang-operated distribution switches (\$250,000, plus applicable taxes. Cumulative total \$750,000, plus applicable taxes) [Erica Pierce, Sr. Business Services Analyst].

Mr. Bridges moved to adopt the resolution; seconded by Ms. Claus-McGahan.

In response to a Board inquiry about the cost of switches, Erica Pierce, Sr. Business Services Analyst, responded that the average cost of a switch is \$6,000. This contract increase will cover the normal annual purchases, plus nine that we know need to be replaced. This is approximately 40 switches in total. In response a follow-on Board inquiry about unit pricing, Ms. Pierce added that every year the contract can increase according to the PPI and that is in line with market.

Voice vote was taken and carried. The resolution was adopted.

C-2 Resolution U-11439 – Authorize execution of an updated telecommunications site license agreement that granted a non-exclusive license to a portion of the north end reservoir site for the purpose of locating unmanned radio and/or wire communications with Crown Castle GT Company, LLC for approval of the schedule of rates and charges on record with the Clerk of the Board and delegate to the Director of Utilities the authority to modify and update said agreement.

Mr. Bridges moved to adopt the resolution; seconded by Ms. Claus-McGahan.

Jenni Allen, Sr. Business Systems Analyst, summarized the resolution. TPU requests approval of an updated site license agreement for a telecommunication tower with Crown Castle GT Company, LLC, to approve the schedule of rates and charges specified in said agreement, and the authority for the Director to execute said agreement, in such form as approved by the City Attorney's Office. Crown Castle GT Company, LLC, successor in interest for GTE Wireless of the Pacific Incorporated has held a non-exclusive license to a portion of the TPU North End Reservoir site for the purpose of locating an unmanned radio and/or wireless communication facilities on such property since 1997 via a master license agreement. On May 9, 2019, an amendment to the master license agreement extended the term of the original license until December 31, 2021, to allow time for TPU to conduct a detailed and comprehensive review of all telecommunications license documentation, fee schedules, and policies. Although the Board previously authorized the use and implementation of a new telecom license template under Resolution No. U-11238, that license template is designed for collocating facilities and equipment on existing TPU structures; the proposed agreement, however, is significantly different from the approved license template because it provides the terms and conditions for allowing Crown Castle to operate and maintain their own tower on TPU's North End Reservoir site. Working with telecommunications service providers to use Tacoma Public Utilities' properties allows for better regional communication by widening the cellular phone coverage and capacity in Tacoma and the surrounding areas.

Voice vote was taken and carried. The resolution was adopted.

**D. Reports of the Director**

Director Flowers summarized staff response to the public commenter at the February 14 regular Board meeting. The Board will be kept apprised of any follow-up meetings.

**E. Board Comments**

There were no final comments by the Board.

**F. Executive Session**

Mr. O'Loughlin moved to convene an executive session at 6:50 p.m. for 120 minutes for the purposes of discussing the performance of a public employee per RCW 42.30.110(1)(g); seconded by Mr. Bridges. Voice Vote taken and carried.

**G. Adjournment**

The executive session was adjourned at 7:43 p.m. Mr. O’Loughlin returned to the dais to adjourn the meeting. There being no further business or comments, the Public Utility Board meeting was adjourned at 7:43 p.m. until Wednesday, March 13, 2024, for a study session at 3:00 p.m., followed by a regular meeting at 6:30 p.m.

Approved:



Carlos Watson, Chair



William Bridges