APPROVED 10/8/25

MINUTES
City of Tacoma
Public Utility Board Meeting
September 24, 2025
6:30 p.m.

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

Present: John O'Loughlin; Elly Claus-McGahan; William Bridges; Anita Gallagher, Devin Hampton

Minutes of the Previous Meetings
Mr. Bridges moved that the minutes of the previous meetings be adopted; seconded by Ms. Claus-McGahan. Voice vote was taken and carried. The minutes were declared adopted.

Public Comments
Ieesha Irving spoke in favor of TPU supporting a balloon release ban being placed into law. Ms. Irving shared that she's asked the same of Metro Parks, Community for a Healthy Bay, Pierce County Conservation District, and City Council. Ms. Irving summarized the ways balloons are detrimental to the environment.

Roselyn Mitchell, IBEW Assistant Business Manager, made comments in support of the customer services field services unit as they're in labor negotiation/mediation and the only remaining discussion item is wages.

Regular Agenda
D-1 Resolution U-11553 - A resolution to award certain contracts and approve certain purchases:

1. Award three-year, city-wide contract to Construction Group International LLC for on-call abatement services ($745,220, plus applicable taxes. Includes option to renew for one, one-year period) [Patsy Best, Procurement and Payables Division Mgr];
2. Award five-year contract to PetroCard, Inc., for cardlock, mobile fuel, and car wash services as needed ($11,000,000, plus applicable taxes. Has the option to renew for two, one-year renewal periods for a projected contract amount of $15,400,000, plus applicable taxes) [Don Ashmore, Fleet Manager];
3. Award five-year bench contracts to Sapere Consulting, Inc., Toba Consulting, LLC, and Utilicast, LLC for consulting services to meet limited-duration staffing needs for wholesale electric sector operations and related areas ($1,000,000 each, plus applicable taxes, for a projected contract amount of $3,000,000, plus applicable taxes) [Rick Applegate, Principal Data Analyst].

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

In response to a Board inquiry on item number one about TPU's portion and how it is paid, Tad Carlson, Financial Services Manager, shared that this is an on-call contract used for both TPU and General Government. The TPU estimate is based on term and contract value and is paid out of department budgets.

In response to a Board inquiry on item number two relating to the scale of fuel consumption in light of having electric vehicles, Don Ashmore, Fleet Manager, shared that as TPU moves away from fossil fuels, it is deploying a phased approach. Electric vehicles do not work in all aspects of the utility and EVs are ten percent of our fleet. TPU is bringing in renewable diesel as an approach and is also bringing in more EVs as a pilot program. A DC fast charger is being installed at TPU.

In response to a Board inquiry on item number three regarding balancing in-house and contract expertise, Rick Applegate, Principal Data Analyst, shared that the vision for the contracts is to increase capabilities and flexibility to deploy as needs arise. It is used in face of large temporary projects or to acquire needed capability to deploy in the event of unforeseen circumstances like workload increase or impairment to workforce capabilities. There is no long-term intent to have reliance on contracts and knowledge transfer is part of these contracts.

There was no public comment.

Voice vote taken and carried. The resolution was adopted.

D-2 Resolution U-11554 – Authorize the creation of a project of limited duration for one Principal Business Analyst to provide analytical and project management support for SAP migration and service cloud implementation

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

Alex Yoon, Deputy Director for Administration, summarized the resolution. The Management Service Office (MSO) requests Board approval to establish analytical and project management support for the City of Tacoma's IT Department's SAP Migration and Service Cloud implementation project as a special project of limited duration from the effective date of the resolution through December 31, 2028. ITD embarked on a city-wide technology project to upgrade existing enterprise resource planning system, migrating SAP ECC to SAP S4/HANA, along with implementing Service Cloud, a new Customer Relations Management (CRM) system. MSO has been working with various consulting firms to bring on three contracted resources with expertise in SAP since January 2025 and requests that it have the authority to hire one in-house staff to provide analytical and project management support, as well as ensure continuity and consistency in business analysis. There is a need for this support to continue in Phase II of the SAP Program during the 2027-2028 biennium. This position ensures TPU has in-house SAP technical knowledge to navigate through this complex environment, continues to build a partnership with ITD and collaborate within TPU for efficient and effective project management.

Voice vote taken and carried. The resolution was adopted.

D. Final Board Comments
Board Member Claus-McGahan expressed appreciation to those who made public comments.

E. Adjournment
There being no further business or comments, the Public Utility Board meeting was adjourned at 6:48 p.m. until Wednesday, October 8, 2025, for a study session at 3:00 p.m. and a regular meeting at 6:30 p.m.

Approved:

John O'Loughlin, Chair

Anita Gallagher, Secretary