



RESOLUTION NO. U-11637

1 A RESOLUTION relating to the Department of Public Utilities, Light Division,
2 approving the delegation of signature authority for customer-funded
3 contracts.

4 WHEREAS, the Department of Public Utilities, Light Division ("Tacoma
5 Power") recommends consideration to delegate Public Utility Board signature
6 authority for customer-funded contracts, to improve administrative efficiency in
7 support of housing and economic development, and

8 WHEREAS contracts regrading customer-funded projects valued at more
9 than \$500,000 require Public Utility Board approval prior to execution, and

10 WHEREAS this requirement adds a minimum of 16 days to contract
11 execution, and in some cases, longer, and

12 WHEREAS delegating signature authority to the Director of Utilities will
13 dramatically reduce the time needed to execute contract, and

14 WHEREAS specifically, it is proposed that the PUB delegate to the
15 Director of Utilities its approval authority for contracts which involve payment to
16 Tacoma Power for Contributions in Aid of Construction (CIAC) that exceed
17 \$500,000, and

18 WHEREAS this authority is specific to CIAC contracts that involve receipt
19 of monies by the Department and does not extend to contracts that involve the
20 expenditure of dollars by the Department, and

21 WHEREAS the Director of Utilities shall report to the PUB contracts
22 approved that meet this dollar value, and

23 WHEREAS reporting will be made via Reports to the Director as soon as
24 practical after execution of such agreements, and
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1 WHEREAS additionally, an annual written report summarizing all
2 contracts executed under this delegation will also be provided to the Board,

3 Now, Therefore,

4 BE IT RESOLVED BY THE PUBLIC UTILITY BOARD OF THE CITY OF TACOMA:

5 That the proposed signature authority to the Director of Utilities for
6 customer-funded contracts as on file with the Clerk of the Board is hereby
7 approved.

8 Approved as to form:

9 _____
Chair

10 _____
11 /s/ _____
Chief Deputy City Attorney

12 _____
Secretary

13 _____
Clerk

14 _____
15 Adopted _____
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Board Action Memorandum

TO: Jackie Flowers, Director of Utilities
COPY: Charleen Jacobs, Director and Board Offices
FROM: Tosha Siebert, Transmission & Distribution Section Manager
MEETING DATE: 10/28/2026
DATE: 10/20/2026

GUIDING PRINCIPLE ALIGNMENT (select as many that apply):

Please indicate which of the Public Utility Board's Guiding Principle(s) is supported by this action.

- ☒ Customer and Community
- ☐ Resource Sustainability and Stewardship
- ☐ Employees and Culture

SUMMARY: This is a request to consider a resolution to delegate Public Utility Board signature authority for customer funded contracts.

BACKGROUND: To improve administrative efficiency in support of housing and economic development, Tacoma Power proposes this resolution. Contracts regarding customer funded projects valued at more than \$500,000 require Public Utility Board approval prior to execution. This requirement adds a minimum of 16 days to contract execution. In most cases it is longer. A resolution which delegates signature authority to the Director of Utilities will dramatically reduce the time needed.

Therefore, Tacoma Power proposes the following resolution:

The Tacoma Public Utility Board delegates to the Director of Utilities its approval authority for contracts which involve payment to Tacoma Power for Contributions in Aid of Construction (CIAC) that exceed \$500,000. This authority is specific to CIAC contracts that involve the receipt of moneys by the Department and does not extend to contracts that involve the expenditure of dollars by the Department. The Director of Utilities shall report to the Public Utility Board contracts approved that meet this dollar value. Reporting will be made via Reports of the Director as soon as practical after execution of such agreements. Additionally, an annual written report summarizing all contracts executed under this delegation will also be provided to the Public Utility Board.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? No

IF THE EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW IT IS TO BE COVERED.

This request is administrative in nature and does not result in expenses.

IF THE ACTION REQUESTED IS APPROVAL OF A CONTRACT, INCLUDE LANGUAGE IN RESOLUTION AUTHORIZING \$200,000 INCREASE IN ADMINISTRATIVE AUTHORITY TO DIRECTOR? No

ATTACHMENTS: None

CONTACT:

Primary Contact: Chad Edinger, Electrical Services Manager, 253-381-9151

Supervisor's Name: Tosha Siebert, Transmission and Distribution Section Manager, 253-502-8286

Presenter: Michael Johnson, Central Business District Supervisor, 253-441-4525