



**COMMISSION
AGENDA MEMORANDUM**

Item No. 4c

ACTION ITEM

Date of Meeting December 12, 2017

DATE: November 27, 2017

TO: Dave Soike, Interim Executive Director

FROM: Pearse Edwards, Government Relations Director
Christina Billingsley, Environmental Engagement Program Manager

SUBJECT: Airport Community Ecology (ACE) Fund Small Matching Grants Program

Amount of this request: \$ 550,000

Total estimated project cost: \$ 550,000

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute contracts with community service organizations, for a total combined value of \$550,000, over the next three years, to implement the Airport Community Ecology Fund (ACE Fund) Small Matching Grants Program subject to the project funding criteria contained in the agenda memorandum. Each contract is solicited under RCW 35.21.278, contract with community service organization for public improvements.

EXECUTIVE SUMMARY

The Port of Seattle Commission created the \$1,000,000 ACE Fund on November 22, 2016, to support projects and programs that improve ecological and environmental attributes in the cities of SeaTac, Burien, and Des Moines. On June 13, 2017, the Port of Seattle Commission approved a \$450,000 contract with Forterra to support tree planting in communities, cooperation with environmental education programs in local schools, joint efforts with local non-profit organizations, and other community outreach activities.

The remaining \$550,000 will be allocated to the ACE Fund Small Matching Grants Program that will solicit applications for environmental projects in the three communities. The program's application evaluation team consists of Port staff and staff from the three named cities.

Due to an oversight by staff, authorization to execute the ACE Fund Small Matching Grants Program contracts should have been, but was not, included in the June 13, 2017 action item. Commission action on this item will remedy that mistake.

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JUSTIFICATION

RCW 35.21.278 allows ports to contract with community service organizations for limited purposes and without regard to public bidding laws for public works. The Small Matching Grants Program solicits applications for projects described in the RCW: 1) drawing design plans; 2) making improvements to parks, school playgrounds, public squares, or port habitat sites; 3) installing equipment or art work; 4) providing maintenance services for a facility or facilities as a community or neighborhood project; and 5) environmental stewardship projects.

DETAILS

On Nov. 22, 2016, the Port of Seattle Commission created the ACE Fund to support projects and programs that improve ecological and environmental attributes in the cities of SeaTac, Burien, and Des Moines. A sum of \$1 million has been allocated to this fund. The creation of the ACE Fund aligns with the Century Agenda's commitment to: steward our environment responsibly, partner with surrounding communities, and promote social responsibility. The ACE Fund will be implemented using a "two-pronged" approach:

1. On June 13, 2017, the Port of Seattle Commission approved \$450,000 in funds to implement Forterra's Green Cities Partnership (GCP) program across SeaTac, Burien, and Des Moines. The mission of the GCP is to steward our region's urban parks, forested areas, and community spaces using a holistic portfolio of solutions that links community, economic development, and conservation. The outcome, goals and objectives of the motion align with Forterra's long-sighted vision of creating healthy, vibrant, and livable communities. Healthy urban forests have the power to strengthen neighborhoods, provide safe access to nature, and offer numerous valuable "green services" such as clean air, clean water, noise buffer, stormwater retention, and shade which provides homes with natural cooling during hot weather. Without a comprehensive and coordinated effort to support trees in all landscapes that make up the urban forests, communities are at risk of losing the many benefits provided.
2. The balance of the ACE Fund (\$550,000) shall be used for the "ACE Fund Small Matching Grants Program" that will be administered by Port staff. The program will solicit grant proposals from local community organizations, chambers of commerce, service organizations, community, youth or athletic associations or other associations located in or providing services that benefit residents of SeaTac, Burien, and or Des Moines. Port staff will conduct community outreach to encourage applications to the fund, evaluate applications using auditable metrics and criteria, and distribute funds to approved group projects.

There are two grant cycles per year in which selected applicants will be awarded contracts. A seven-member panel consisting of four Port staff and one representative from each of the three cities will evaluate submitted applications. Throughout the existence of the Small Matching Grants Program, funding will be equitably distributed based on quality and quantity of applications received across participating jurisdictions. The majority of allocated ACE Fund monies will be distributed through this program.

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Schedule

Commission authorization	December 2017
Small Matching Grants Program Implementation	2017-2020

Cost Breakdown

Amount

Small Matching Grants Projects Implementation	Individually Approved Projects
Total	\$550,000

FINANCIAL IMPLICATIONS

Cost Breakdown

Amount

Small Matching Grants Projects Implementation	Individually Approved Projects Not-to-Exceed \$10,000 per Project
Total	\$550,000

Annual Budget Status and Source of Funds

The ACE Fund Small Matching Grants Program cost for the three-year engagement is \$550,000. The \$1 million total amount of the ACE Fund is sourced from the tax levy and it is included in the current budget. The remainder resources will be utilized for the Forterra Green Cities Partnership.

Future Revenues and Source of Funds

Projects funded via the Airport Community Ecology Fund must meet the following criteria to demonstrate a benefit to the Port:

- Action-Oriented
- Builds Public Participation and Trust
- Accomplishes Specific Goal(s)
- Identifies Geographic Location(s) (e.g. must be in one of three jurisdictions identified in Commission motion)
- Specific Metrics
- Measurable Outcomes
- Timely
- Shows 3x Return on Port Investment

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ATTACHMENTS

None

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

- June 13, 2017 – The Commission gave approval to a three-year contract with Forterra, a community service organization, in the amount of \$450,000 to implement the Green Cities Partnership. The Partnership’s work will support tree planting in communities, cooperation with environmental education programs in local schools, joint efforts with local non-profit organizations, and other community outreach activities.
- February 28, 2017 – The Commission was provided an update on development of the structure, scope and criteria for the Airport Community Ecology Fund.
- January 13, 2017 – The Commission amended the Airport Community Ecology Fund motion directing staff to consult with the Commission concerning the scoping and criteria related to project selection and outreach to the community. Staff will return to the Commission no later than the first quarter of 2017 with goals, eligibility for the fund, and criteria for selection of proposals.
- January 12, 2017 – The Commission received a memo providing an update on the program’s progress and requesting guidance on engagement model, third-party partnerships, and program length.
- November 22, 2016 – The Commission approved the creation of the Airport Community Ecology Fund to support projects and programs in Sea-Tac Airport-area communities to improve ecological and environmental attributes in airport-area communities. A sum of \$1 million was allocated to the fund.