



## COMMISSION SPECIAL MEETING AGENDA

April 16, 2024

To be held virtually via MS Teams and in person at the Port of Seattle Headquarters Building – Commission Chambers, Pier 69, 2711 Alaskan Way, Seattle WA. You may view the full meeting live at [meetings.portseattle.org](https://meetings.portseattle.org). To listen live, call in at +1 (425) 660-9954 or (833) 209-2690 and Conference ID 466 831 772#

### ORDER OF BUSINESS

10:30 a.m.

#### 1. CALL TO ORDER

2. **EXECUTIVE SESSION** – *if necessary, pursuant to RCW 42.30.110 (executive sessions are not open to the public)*

#### ► 12:00 noon – PUBLIC SESSION

Reconvene or Call to Order and Pledge of Allegiance

3. **APPROVAL OF THE AGENDA** (*at this time, commissioners may reorder, add, or remove items from the agenda*)

#### 4. SPECIAL ORDERS OF THE DAY

#### 5. EXECUTIVE DIRECTOR'S REPORT

#### 6. COMMITTEE REPORTS

7. **PUBLIC COMMENT** – *procedures available online at <https://www.portseattle.org/page/public-comment-port-commission-meetings>*

During the regular order of business, those wishing to provide public comment (in accordance with the Commission's bylaws) on Commission agenda items or on topics related to the conduct of Port business will have the opportunity to:

**1) Deliver public comment via email:** All written comments received by email to [commission-public-records@portseattle.org](mailto:commission-public-records@portseattle.org) will be distributed to commissioners and attached to the approved minutes.

**2) Deliver public comment via phone or Microsoft Teams conference:** To take advantage of this option, please email [commission-public-records@portseattle.org](mailto:commission-public-records@portseattle.org) with your name and agenda item or topic related to the conduct of Port business you wish to speak to by 9:00 a.m. PT on Tuesday, April 16, 2024. ***(Please be advised that public comment is limited to agenda items and topics related to the conduct of Port business only.)*** You will then be provided with instructions and a link to join the Teams meeting.

**3) Deliver public comment in person by signing up to speak on your arrival to the physical meeting location:** To take advantage of this option, please arrive at least 15 minutes prior to the start of any regular meeting to sign-up on the public comment sheet available at the entrance to the meeting room to speak on agenda items and topics related to the conduct of Port business.

**For additional information**, please contact [commission-public-records@portseattle.org](mailto:commission-public-records@portseattle.org).

8. **CONSENT AGENDA** (*consent agenda items are adopted by one motion without discussion*)

8a. Approval of Minutes of the Special and Regular Meetings of March 26, 2024. **(no enclosure)**

- 8b. Approval of the Claims and Obligations for the Period March 1, 2024, through March 31, 2024, Including Accounts Payable Check Nos. 952591 through 952971 in the Amount of \$11,119,079.97; Accounts Payable ACH Nos. 064432 through 065244 in the Amount of \$56,369,853.99; Accounts Payable Wire Transfer Nos. 016268 through 016288 in the Amount of \$13,183,485.71; Payroll Check Nos. 211567 through 212007 in the Amount of \$139,832.99; and Payroll ACH Nos. 1184518 through 1191686 in the Amount of \$25,530,129.35 for a Fund Total of \$106,342,382.01. ([memo](#) enclosed)
- 8c. Monthly Notification of Prior Executive Director Delegation Actions March 2024. ([memo](#) enclosed – No action, for information only)
- 8d. Authorization for the Executive Director to Increase the Project Scope and Associated Budget for the Airport Terminal Solid Waste Project in the Amount of \$4,500,000; to Advertise, Bid, and Execute a Major Works Construction Contract, Execute Related Project Change Orders, Amendments, Work Authorizations, Purchases, Contracts, and Take Other Actions Necessary to Support and Deliver the Airport Terminal Solid Waste Project; and to Authorize the Use of Port of Seattle Crews to Support the Design and Construction Activities, for a Total Estimated Project Cost of \$19,180,000. (CIP# C800945) ([memo](#) and [presentation](#) enclosed)
- 8e. Commission Approval of International Travel Authorization for 2<sup>nd</sup> Quarter 2024. ([memo](#) enclosed)
- 8f. Authorization for the Executive Director to Advertise, Award, and Execute a Major Works Construction Contract to Rehabilitate and Provide Improvements to the Two Million Gallon Water Reservoir at the Port of Seattle; to Execute Related Project Change Orders, Amendments, Work Authorizations, Purchases, Contracts, and Take Other Actions Necessary to Support and Deliver the Water Reservoir Rehabilitation Project; to Authorize Use of Port of Seattle Crews to Support the Design and Construction Activities, in the Amount Requested of \$2,019,000 and a Total Estimated Project Cost of \$3,169,000. (CIP# C801172). ([memo](#) and [presentation](#) enclosed)
- 8g. Authorization for the Executive Director to Approve Additional Funding in the Amount of \$1,100,000 and to Advertise and Execute a Major Public Works Construction Contract for the Completion of the U00721 Fishermen’s Terminal ADA Compliance Phase 2 Project, for a Total Estimated Project Cost of \$2,890,000. (CIP# C801198). ([memo](#) and [presentation](#) enclosed)
- 8h. Adoption of Order No. 2024-06: Providing for a 2023 Performance Rating for the Executive Director, a 2024 Cost-of-Living Base Salary Increase, and a One Percent Lump Sum Increase. ([order](#) enclosed)
- 8i. Authorization for the Executive Director to Authorize the Agreement with the Seattle Tacoma Airline Consortium (STAC) for Exit Lane Staffing Reimbursement for a Total Amount of \$2,600,000 through January 15, 2025. ([memo](#) and [agreement](#) enclosed)

- 8j. Adoption of Resolution No. 3821: A Resolution Adopting SEA Tree Replacement Standards for Airport Activities Area and the SEA Land Stewardship Plan for Seattle-Tacoma International Airport. ([memo](#), [draft resolution w/ Exhibit A, Exhibit B \(available online\)](#) and [presentation enclosed](#))

## 10. NEW BUSINESS

- 10a. Introduction of Resolution No. 3822: A Resolution Authorizing the Issuance and Sale of General Obligation and Refunding Bonds, 2024 in the Aggregate Principal Amount of Not-to-Exceed \$325,000,000, for the Purpose of Financing or Refinancing Capital Improvements to Port Facilities and Refunding Certain Outstanding Obligations of the Port; and Authorizing a Designated Port Representative to Approve Certain Matters Relating to the Sale of the 2024 LTGO Bonds. ([memo](#), [draft resolution](#), and [presentation enclosed](#))
- 10b. Authorization for the Executive Director to Execute a Tenant Reimbursement Agreement with the Selected Duty-Free Operator and to Authorize \$10,100,000 for Design and Pre-Construction Services for the Concourse A Duty-Free Project, for an Estimated Total Project Cost Between \$46,000,000 and \$60,000,000. ([memo](#) and [presentation enclosed](#))

## 11. PRESENTATIONS AND STAFF REPORTS

- 11a. Diversity in Contracting 2023 Annual Report and Five-Year Review. ([memo](#) and [presentation enclosed](#))

## 12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS

## 13. ADJOURNMENT