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**APPROVED MINUTES
COMMISSION REGULAR MEETING DECEMBER 15, 2020**

The Port of Seattle Commission met in a regular meeting Tuesday, December 15, 2020. The meeting was held remotely in accordance with the Governor's 'Safe Start' order and Proclamation 20-28. Commissioners Bowman, Calkins, Cho, Felleman, and Steinbrueck were present.

1. CALL to ORDER

Pursuant to Article IV, Section 8, of the commission bylaws, the meeting convened at 10:30 a.m. to conduct an executive session.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting was immediately recessed to an executive session to discuss three matters – one matter relating to national security (RCW 42.30.110(1)(a)(i)) and two matters related to litigation/potential litigation/legal risk (RCW 42.30.110(1)(i)), with the intention of reconvening the public session at 12:00 p.m. Following the executive session, which lasted approximately 73 minutes, the public meeting reconvened at 12:02 p.m. Commission President Steinbrueck led the flag salute.

3. APPROVAL of the AGENDA

Without objection, the preliminary agenda was approved without revisions.

4. SPECIAL ORDERS OF THE DAY - None.

5. EXECUTIVE DIRECTOR'S REPORT

Executive Director Steve Metruck previewed items on the day's agenda and made announcements.

6. COMMITTEE REPORTS

Aaron Pritchard, Commission Policy Manager, reported that the Aviation Committee met on Friday, December 11 and received an update on the Disadvantaged Business Enterprise (DBE) and Women Minority Business Enterprise (WMBE) performances on aviation contracts portwide. The subject will likely be taken up by the Equity and Workforce Development Committee in early 2021. Mr. Pritchard also noted that the Biometrics Special Committee met on December 11 and recommended presenting the policy recommendations for the remaining three use cases to the full Commission. The use cases include the private sector use of public-facing biometric technology; public sector use of public-facing biometric technology; and Custom and Board Patrol Air and Entry Use. The

Committee recommended the Commission consider formalizing a ban on the use of facial recognition for law enforcement and security purposes as well as for mass surveillance purposes and to support US Representative Jayapal's bill banning the use of this technology by the federal government. A date will be set to bring this matter forward for Commission consideration. Mr. Pritchard continued that the Audit Committee met on December 11. The Audit Committee approved the 2021 Audit Plan and deferred one item related to the Delegation of Authority review. This issue may be taken up early next year. Mr. Pritchard concluded that the Energy and Sustainability Committee will meet on December 16 and the Waterfront and Industrial Lands Committee and the Equity and Workforce Development Committee will both meet on December 17.

7. PUBLIC COMMENT

Public comment was received from the following individual(s):

- Laura Gibbons, volunteer with 350 Seattle's Aviation Team, provided spoken and written comments regarding the United Nations Environment Program's recently released 2020 emissions gap report, Chapter 5, related to shipping and aviation and opined that the current rate of shipping and aviation will likely consume between 60 and 220 percent of allowable CO2 emissions by 2050. Written materials submitted are attached as minutes [Exhibit A](#).
- Anne Kroeker, resident, spoke regarding climate accountability and reduction of aviation activity.
- Bernadine Lund, member of Quiet Skies of Puget Sound and volunteer member of 350 Seattle's Aviation team, provided spoken and written comments regarding the goal to greatly reduce carbon emission in aviation by 2050 not being possible without a reduction in the number of flights, noting the need to develop more alternatives to reduce aviation travel. Written materials submitted are attached as minutes [Exhibit B](#).
- In lieu of spoken comment, Sharla Dodd, resident, provided spoken and written comments regarding Items 8j and 10c, commenting regarding the burning of fuel at SeaTac and its total contribution to climate warming and the need to minimize emissions by reducing SeaTac flights; noting this will do more to minimize sound pollution for neighboring communities. Written materials received are attached as minutes [Exhibit C](#).
- In lieu of spoken comment, Tyrell Hedlund, Seattle resident, submitted written comments regarding greenhouse gas emissions caused by the burning of fuel pumped at SeaTac and its total contribution to climate warming. Written materials received are attached as minutes [Exhibit D](#).
- In lieu of spoken comment, Sarah Shifley, volunteer, 350 Seattle's Aviation team, submitted written comments regarding Items 8j and 10c, and spoke regarding the contribution level of aviation travel to greenhouse gas emissions, noting that sound insulation does nothing to address outdoor noise pollution or air pollution from SeaTac traffic. Written materials received are attached as minutes [Exhibit E](#).

8. CONSENT AGENDA

[Clerk's Note: Items on the Consent Agenda are not individually discussed. Commissioners may remove items for separate discussion and vote when approving the agenda.]

- 8a. Authorization for the Executive Director to execute a three-year contract with two additional two-year options for airport wildlife hazard management support services. The estimated contract value over seven years equals \$3,500,000**

Request document(s) included an [agenda memorandum](#).

- 8b. Authorization for the Executive Director to approve and execute the Second Amendment to the Amended and Restated Lease that Lineage Logistics has with the Port.**

Request document(s) included an [agenda memorandum](#) and [lease amendment](#).

- 8c. Adoption of Resolution No. 3782: A Resolution of the Port Commission of the Port of Seattle appointing Lisa Lam, Assistant Director, Accounting and Financial Reporting Department, as Port Auditor for the Port of Seattle pursuant to RCW 53.36.010 and RCW 42.24.080.**

Request document(s) included an [agenda memorandum](#) and [resolution](#).

- 8d. Authorization for the Executive Director to (1) increase the Perimeter Intrusion Detection System (PIDS) project at Seattle-Tacoma International Airport funding by \$18,645,000 for a total estimated project cost of \$28,645,000; (2) expand the PIDS coverage area; (3) execute contracts for required hardware, software, and technical vendor services, license(s) and maintenance; (4) complete design (5) enter into reimbursable agreements with the Federal Aviation Administration; and (6) execute contract(s) for up to ten years for licenses, service, and maintenance fees estimated not-to-exceed \$4,500,000, which will be paid from the Aviation annual operating budget. The amount requested under this authorization is \$6,625,000 with an estimated total program cost of \$28,645,000. (CIP #C800844)**

Request document(s) included an [agenda memorandum](#) and [presentation](#) slides.

- 8e. Authorization for the Executive Director to approve the renewed King County Jail Interlocal Agreement (ILA.) This will extend booking service for the King County Jail ILA that expires December 31, 2020. The Port of Seattle Police Department is not seeking additional funding for approval of this ILA.**

Request document(s) included an [agenda memorandum](#) and [draft interlocal agreement](#).

- 8f. Authorization for the Executive Director to develop design documents, execute consulting contracts, apply for permits, and prepare construction documents for the P66 Roof Upgrade Project, for an estimated design cost of \$300,000; bringing the current authorization for this project from \$237,143 to \$300,000, resulting in a total estimated project cost of \$1,743,000. (CIP# C801103)**

Request document(s) included an [agenda memorandum](#) and [presentation slides](#).

8g. Authorization for the Executive Director to (1) enter into service agreement with the South Seattle College to provide eleven weeks of onsite expert instruction for an airport maintenance technician introductory on-ramp course that will be taught by Consultant faculty to airport workers and individuals from near-airport communities. The course will be offered, in particular, to people of color, women, immigrants and refugees, and displaced workers who wish to enroll in the two-year Airframe and Powerplant college certification program for an estimated amount not-to-exceed \$200,000 during a contract period not-to-exceed two (2) years; and (2) that the Commission exercise its authority under RCW 53.19.020(5) to determine a competitive solicitation process is not appropriate or cost effective.

Request document(s) included an [agenda memorandum](#), [presentation slides](#), and [a cohort evaluation](#).

8h. Authorization for the Executive Director to: 1) utilize the traditional design-build contracting methodology, 2) advertise and award the design-build contract, and 3) complete final design and construct Phase II of the Terminal Security Enhancements project at Seattle-Tacoma International Airport (Airport). An additional budget in the amount of \$1,500,000 is included in the request for a total estimated cost of \$21,40,000. (CIP #C800862)

Request document(s) included an [agenda memorandum](#) and [presentation slides](#).

8i. Authorization for the 2021 Tourism marketing grant program and authority for the Executive Director to approve execution for all related contract agreements for the 2021 selected Tourism Marketing Support Program recipients in an amount not to exceed \$200,000.

Request document(s) included an [agenda memorandum](#) and [presentation slides](#).

8j. Authorization for the Executive Director to commit previously approved Energy and Sustainability Center of Expertise funds to analyze energy and technology alternatives for both aviation and maritime facilities in the amount of \$127,000.

Request document(s) included an [agenda memorandum](#) and [presentation slides](#).

The motion for approval of consent agenda items 8a, 8b, 8c, 8d, 8e, 8f, 8g, 8h, 8i, and 8j carried by the following vote:

In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)

Opposed: (0)

9. UNFINISHED BUSINESS – None.

10. NEW BUSINESS

10a. Authorization for the Executive Director to execute up to ten (10) contracts through the South King County Economic Recovery Fund, for a combined total not-to-exceed \$981,881.

Request document(s) included an [agenda memorandum](#), [presentation slides](#), and [a scope of work](#).

Presenter(s):

Pearse Edwards, Senior Director of External Relations
Bookda Gheisar, Senior Director of Equity, Diversity, and Inclusion
Alison Beason, Policy Data Analyst, Equity Diversity and Inclusion; and
Andy Gregory, Senior Program Manager, Community Engagement
Community Advisors: Ruel Olanday and Abdirahman Hashi

Commission Clerk Michelle Hart read Item 10a into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- South King County Fund Commission history – 2 years in the making;
- policy directives needed to support the program;
- Covid-19 impacts in the South King County area;
- 2020 fund overview;
- economic recovery funding;
- process highlights, including evaluation criteria and recovery proposals;
- eight fund principles;
- the first round of community grants;
 - maritime and small business development – African Chamber of Commerce, \$100K;
 - workforce development – African Community Housing Development, \$99,902;
 - aviation and workforce development – Asian Counseling and Referral Service, \$100K;
 - workforce development – Businesses Ending Slavery and Trafficking, \$100K;
 - workforce development – Cares of Washington, \$99,902;
 - green jobs and workforce development – Chief Seattle Club, \$100K;
 - construction and workforce development – El Centro de la Raza, \$99,985;
 - green jobs and workforce development – Partners in Employment, \$100K;
 - workforce development – Puget Sound Welcome Back Center at Highline College, \$90,839;
 - maritime – WA Maritime Blue, \$99,995;
- prioritization of community input to inform Port decision-making; and
- next steps in the process, including environmental grants in January and program analysis in April 2021, with the next open period of grants scheduled for summer 2021.

Community advisors Ruel Olanday and Abdirahman Hashi spoke regarding the program and process.

At this time, Commissioner Felleman stated that in accordance with the Commission Code of Ethics, he would like the minutes to reflect that in his capacity as port commissioner, he serves as a voluntary director on the Board of Maritime Blue, one of the selected recipients of the Port's grant program. It is a non-funded position.

Members of the Commission discussed:

- the possibility of multi-year grant possibilities and staffing impacts;
- assisting as many community partners as possible;
- clear deliverables and metrics to approve continued funding in the future; and
- responding to the urgent crisis in the community for additional support in hardest hit communities.

The motion, made by Commissioner Steinbrueck, for approval of Item 10a, carried by the following vote:

In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)

Opposed: (0)

10b. Airport Noise Programs Briefing

Presentation document(s) included an [agenda memorandum](#) and [presentation slides](#).

Presenter(s):

Greg Carey, Assistant Director, Aviation Project Management;
Arlyn Purcell, Director, Aviation Environment and Sustainability;
Borgan Anderson, Director, Aviation Finance and Budget;
Stan Shepherd, Senior Manager, Aviation Noise Programs; and
John Okamoto and Loren Smith, Executive Review Panel

Commission Clerk Michelle Hart read Item 10b into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- sound insulation programs and requirements;
- work conducted in 2020;
 - two homes completed;
 - 18 homes noise audited/17 homes eligible;
 - 14 assessments/designs completed by year end;
 - Villa Enzian acoustic testing and designs completed;
- future work;
 - single-family home sound insulation– approximately 140 potentially eligible;
 - condominium sound insulation – three complexes/133 units potentially eligible;
 - apartment sound insulation – 18 companies/903 units potentially eligible;

- places of worship – 7 structures;
- voluntary acquisition of South 3rd runway Approach Transition Zone (ATZ) – 1 apartment building/2 single-family homes;
- external expert and airport peer reviews;
- project funding – current and future;
- potential funding sources;
- the current funding scenario – complete program prior to 2027 regardless of FAA funding;
- funding scenario comparisons;
- risks and challenges;
- next steps in the process.

Members of the Commission discussed:

- no assurity in FAA grants and how to accelerate the program;
- a request for a deeper conversation around use of the tax levy;
- the pursuit of federal funding;
- prioritizing apartments;
- the role of the expert review panel;
- staff working on the subordinate issue;
- when a MII vote would be needed;
- tax levy funds considered cash and may be subject to an MII vote;
- other project impacts if levy funds are used for this project; and
- revenue source bonds.

10c. Authorization for the Executive Director to execute \$40,000,000 consultant services IDIQ contract to provide Sound Insulation Program development, project design and construction management support services for single-family homes, apartments and places of worship inside the Federal Aviation Administration Part 150 Noise Remedy Boundary. This contract will be for five years with three additional one-year options. No funding is associated with this request.

Requested document(s) included an [agenda memorandum](#) and [presentation slides](#).

Presenter(s):

Alan Olson, Capital Project Manager; and
Stan Shepherd, Senior Manager, Aviation Noise Programs

Commission Clerk Michelle Hart read Item 10c into the record.

Executive Director Metruck introduced the item and presenters.

The motion, made by Commissioner Cho, for approval of Item 10c, carried by the following vote:

In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)

Opposed: (0)

11. PRESENTATIONS AND STAFF REPORTS

11a. Neighbors Advisory Committee Annual Report for 2018/2019.

Presentation document(s) included an [agenda memorandum](#) and [annual report](#).

Presenter(s):

Stephanie Jones Stebbins, Managing Director, Maritime;
Rosie Courtney, Public Affairs, Program Manager; and
Weldon Ihrig, NAC Facilitator

Commission Clerk Michelle Hart read Item 11a into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- having a very active cruise facility, an active fishing fleet, and numerous activities and tenants during the 2018/19 period;
- the relationship with the NAC has been a template for other groups in the seaport's area;
- neighborhoods have specific needs;
- members of leaders in their neighborhood;
- the NAC agreement has existed for over three decades with Magnolia and Queen Anne;
- a thanks to Jim Smith, a founding member of the NAC, stepping down after 30 years of service;
- facilitation of meetings for Terminal 91;
- the NAC report for 2018/19;
 - success of this T91 NAC is from the commitment of Port staff to keep the community members informed on a proactive basis;
 - addressing misperceptions upfront so that NAC members can correct them in their neighborhoods related to processes and planning efforts;
 - key issues included in the T91 NAC agenda for the 2018/19 period and focusing on mitigation impacts related to lighting, noise, and traffic volumes;
 - the NAC engaged community members in early involvement in other planning activities related to port properties and neighborhoods;
 - the members requested that Commissioners continue to engage with City of Seattle leaders and to advocate for a more holistic approach to planning of the Ballard Interbay area, including the T91 properties;
 - the NAC is continuing meetings in the virtual world.

Members of the Commission:

- appreciated the NAC involvement and process over the last 30 years, and expressed gratitude to the members serving the communities and assisting the Port in their efforts;
- discussed bike path and pedestrian access, tiny houses, and the Magnolia Bridge.

12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS – None.

13. ADJOURNMENT

There was no further business, and the meeting adjourned at 2:55 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Sam H. Cho, Commission Secretary

Minutes approved: January 12, 2021.