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APPROVED MINUTES COMMISSION REGULAR MEETING JANUARY 26, 2021

The Port of Seattle Commission met in a regular meeting Tuesday, January 26, 2021. 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 two matters relating to litigation/potential litigation (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 44 minutes, the public meeting reconvened at 12:03 p.m. Commission President Felleman 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.

Commission President Felleman and Members of the Commission spoke in support of Item No. 8k on the agenda, renewal of the Executive Director's employment agreement.

6. COMMITTEE REPORTS

Aaron Pritchard, Commission Policy Manager, reported regarding items discussed during the Equity and Workforce Development Committee meeting held on January 25, 2021. He further overviewed upcoming committee meetings scheduled, including the Aviation Committee on February 10; the Waterfront and Industrial Lands Committee meeting currently scheduled for March 4 or earlier; and the Energy and Sustainability Committee meeting on February 11, 2021. Mr. Pritchard advised that he will be reporting on the 2021 draft committee workplans and a recap of 2020 committee activity during the February 9, 2021, commission meeting.

7. PUBLIC COMMENT

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

- Bernard Koontz, Highline Public Schools, spoke in support of agenda Item 10a and the launch of Maritime High School, noting that it is an important step in moving the program forward.
- Tremain Holloway, Principal of Maritime High School, spoke in support of Item 10a, stating that they are growing their list of industry partners, are receiving applicants for their first class, and the space will be very beneficial to the students for hands-on learning.
- Stefan Moritz, Ronnie Lalimo, Kufa Benta, Joseph Wallis, Marybeth Clotario, Pastor Sue Schneider, and Cindy Domingo, supporting Unite Here Local 8, spoke regarding the impacts on airline catering workers paid under the Seatac minimum wage and implementation of SB 6217 for these workers.
- Maggie Angel, Alum of the Duwamish Valley Youth Corp, staff on the Duwamish River Clean-up Coalition, and Member of the Port Community Action Team, spoke in support of Item 10a noting the importance of the location of the proposed space for youth access and participation in Maritime High School. She also spoke regarding other partnerships and opportunities for youth in the community.
- Eric Lipp, Executive Director of Open Doors Organization, spoke in support of Item 11a, and the standard of accessibility at SEA, noticed on a world scale, and making impactful changes in the arena of accessibility.
- Cindi Laws, Lobbyist for the Wheelchair Accessible Taxi Association, spoke in support of Item 11a, stating that she brought the idea to the Port Commission to make the airport the most accessible airport in America in 2015 and was excited in 2017 when the Port announced it hired the Open Doors Organization to move the vision forward. She also spoke regarding concerns related to the newly launched Accessibility Advisory Committee mostly comprised of intergovernmental agencies and only one disability organization, opining that she hopes that will not continue to be the method going forward.
- In lieu of spoken comment, Sharla Dodd, resident, submitted written comments regarding agenda Item 8i, speaking to the Port's climate projections needing to account for fuel pumped at regional airports and consider impacts of on-the-ground emissions. Written materials received are attached as minutes [Exhibit A](#).
- In lieu of spoken comment, Laura Gibbons, volunteer with 350 Seattle's Aviation Team, submitted written comments regarding agenda Item 8i, stating that airplane emissions have three times greater warming impact on climate than on-the-ground emissions. Written materials received are attached as minutes [Exhibit B](#).

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. Approval of the minutes of the Regular meeting of January 12, 2021

- 8b. **Authorization for the Executive Director to Increase the Previously Approved Small Works Landscape Contract Amount from \$300,000 to \$313,100. (SW-0319499)**

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

- 8c. **Authorization for the Executive Director to Approve Additional Funding of \$390,000 for a New Estimated Total Project Cost of \$11,950,000 for the Pier 66 Interior Modernization Project on the Bell Harbor International Conference Center (BHICC) to Allow the Project to Meet its Forecasted Contract Adjustments. (CIP #C800889)**

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

- 8d. **Authorization for the Executive Director to Execute an Agreement Between Port of Seattle and a Vendor to Provide Fuel and Fuel Services to be Used by Gasoline or Diesel-powered Equipment Including Fleet for Both the Aviation and Maritime Fuel Locations. The Contract Amount Shall Not Exceed \$7,750,000 and Seven Years.**

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

- 8e. **Authorization for the Executive Director to Execute an Agreement Between Port of Seattle and a Vendor to Provide Fleet Fuel Cards for the Aviation, Maritime, and Corporate Divisions. This Will Provide Fleet Cards for Fueling Off-site, Car washes, Roadside Assistance, and Other Automotive Related Items. The Contract Amount Shall Not Exceed \$1,500,000 and Seven Years.**

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

- 8f. **Authorization for the Executive Director to Complete Design and Permitting for the Rehabilitation of the X Dock Fixed Pier at Shilshole Bay Marina (SBM) in the Amount of \$400,000 of a Total Preliminary Estimated Project Cost of \$1,670,000 (CIP # C800570)**

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

- 8g. **Adoption of Resolution No. 3783: a Resolution Adopting the 2018 Editions of the International Code Council, Building, Mechanical, Fire Codes and Fuel Gas Code, the 2018 Edition of the Uniform Plumbing Code, and 2018 Washington State Energy Code and the Editorial Changes Made to the State Building Code by the Washington State Legislature; Repealing Certain Sections of the Airport Building Code; Adopting New Sections of the Airport Building Code and Repealing Resolution 3745, as Amended.**

Request document(s) included an [agenda memorandum](#), [resolution](#), [permit fee schedule](#), [grading permit fee schedule](#), and [presentation slides](#).

- 8h. **Adoption of Resolution No. 3784: A Resolution Authorizing the Executive Director to Sell and Convey Port Personal Property in 2021 in Accordance with RCW 53.08.090**

with a Value Not Greater than \$20,000 and Repealing Resolution No. 3769, Dealing with the Same Subject.

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

- 8i. **Adoption of the 2021 Local and Regional Government Policy Priorities for Staff to Engage with Local and Regional Officials and Other Partners in Support of These Priorities.**

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

- 8j. **Authorization for the Executive Director to Execute Amendment No. 5 to Provide an Additional Year of Audit Services for the Port's Financial Period 2021, in the Amount of \$450,000, with Moss Adams, LLP, for the External Independent Audit Contract with a New Amended Contract Total of \$2,640,000; and Commission Determination that a Competitive Process for the Additional Year of Service is not Appropriate or Cost Effective Under RCW 53.19.020(5).**

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

- 8k. **Approval of Executive Director's Employment Agreement Renewal.**

Request document(s) included an order and [agreement](#).

The motion for approval of consent agenda items 8a, 8b, 8c, 8d, 8e, 8f, 8g, 8h, 8i, and 8k 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 a Lease Agreement for Project Field Office that Supports Construction and Maintenance of the Duwamish River People's Park and Shoreline Habitat site (People's Park). In Addition to Supporting Port Staff, the Facility can also Support the Duwamish Valley Port Community Action Team's Current Initiatives and Advance Plans to Create a Workforce/entrepreneur Development Center. This Request Authorizes the Expenditure of \$360,000 for Rent and Operating Costs Associated with the Facility.**

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

Presenter(s):

Christina Billingsley, Senior Program Manager, Community Engagement, External Relations;

Dave McFadden, Managing Director, Economic Development;
Kyra Lise, Director, Real Estate Development
Dre Avila, Georgetown Representative Port Community Action Team (External)

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- the construction field office – the Duwamish River People’s Park and Shoreline Habitat;
- leasing a Duwamish Community Resource Center;
- resource center benefits;
- supporting community leadership;
- community capacity building;
- economic prosperity in place;
- facility users and partnerships;
- facility costs; and
- managing operations.

Members of the Commission discussed:

- terms of the lease;
- the number of Port staff who will be using the site;
- other properties explored;
- tenant improvements needed for the space;
- determining the rate of lease for those renting space;
- transit service options to the location;
- approaching the City of Seattle regarding partnership;
- the Green Jobs Program and restoration work; and
- recognizing the community partnerships that have gone into the project.

Commissioner Bowman expressed concern regarding unanswered questions she had related to the lease agreement and requested the Commission consider postponement of action on the item at this time.

The motion, made by Commissioner Calkins, for approval of Item No. 10a, carried by the following vote:

In favor: Calkins, Cho, Felleman, Steinbrueck (4)

Opposed: Bowman (1)

10b. Request Authorization to Execute a Service Contract with Stericycle Inc. for Regulated Waste Disposal.

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

Presenter(s):

Keith Warner, Utilities Manager, AV Facilities and Infrastructure; and
Mike Tasker, Senior Manager, AV Facilities and Infrastructure

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- the Port's existing regulated waste disposal services supplier's notice on December 28, 2020, that they are ending that service effective January 28, 2021;
- the need to quickly act to replace the service;
- the identification of one entity, Stericycle, who carries the necessary permits in Washington State to provide the service; and
- the request to contract with Stericycle Inc. to provide the required transportation and disposal of regulated wastes for a 3-year period beginning January 28, 2021, enabling continuity of service.

Members of the Commission and staff discussed the volume of waste materials and the possibility of turning the waste into biofuel.

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

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

Opposed: (0)

11. PRESENTATIONS AND STAFF REPORTS

11a. 2020 Accessibility Improvements at Seattle-Tacoma International Airport Briefing.

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

Presenter(s):

Heather Karch, AV F&I Architecture Manager, Aviation Facilities & Infrastructure Chelsea
Rodriguez, Airport Volunteers & Customer Accessibility Manager, Customer Service

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- guiding principles;

- accessibility being a continuous improvement process;
- SEA's first sensory room;
- improved signage in terminal;
- improved signage at garage and curbside;
- digital communication strategies;
- SEA's first social story;
- hidden disabilities leader;
- training staff for success;
- SEA Accessibility Advisory Committee;
- engaging with a wider audience; and
- conclusion and next steps;
 - the ongoing commitment to achieving the goal of being the most accessible airport in the USA;
 - looking forward in 2021 – opening sensory room; launching new staff training; enhancing digital communication content and access; and further engaging with SEA Accessibility Advisory Committee.

Members of the Commission:

- thanked staff and volunteers for their work;
- spoke regarding the previous launch of the Open Doors study to look at changes in the airport's operations to make it more sensible and accessible;
- standardization of the ADA design process; and
- measuring progress in the direction of "the most accessible airport in the USA."

12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS

Commissioner Calkins reminded that there are five more days for open enrollment into the Maritime High School.

Commissioner Steinbrueck noted that on January 26, 1950, 'Republic Day' was established in India.

Commissioner Felleman spoke regarding a donation made to the Fisherman's Memorial, noting that he and Executive Director Metruck sent a note of appreciation.

13. ADJOURNMENT

There was no further business, and the meeting adjourned at 2:40 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Sam H. Cho, Commission Secretary

Minutes approved: February 9, 2021.