



P.O. Box 1209  
Seattle, Washington 98111  
www.portseattle.org  
206.787.3000

**APPROVED MINUTES  
COMMISSION REGULAR MEETING SEPTEMBER 14, 2021**

The Port of Seattle Commission met in a regular meeting Tuesday, September 14, 2021. The meeting was held remotely in accordance with Senate Concurrent Resolution 8402 and in accordance with Governor Inslee's Proclamation 20-28. Commissioners Bowman (12:22 p.m.), Calkins, Cho, Felleman, and Steinbrueck were present.

**1. CALL to ORDER**

The meeting was convened at 10:30 a.m. by Commission President Fred Felleman.

**2. EXECUTIVE SESSION pursuant to RCW 42.30.110**

The public meeting recessed into executive session to discuss three matters relating to litigation/potential litigation/legal risk (RCW 42.30.110(1)(i)) and RCW 42.30.110(1)(g) for approximately 60 minutes, with the intention of reconvening the public session at 12:00 p.m. Following the executive session, the public meeting reconvened at 12:02 p.m. Commission President Felleman led the flag salute.

**3. APPROVAL of the AGENDA**

Without objection, Item No. 8f was pulled from the consent agenda, to be addressed separately, and Item 11b was reordered to be addressed prior to the New Business section of the agenda.

**4. SPECIAL ORDERS OF THE DAY – None.**

**4a. Proclamation in Recognition of Latino Heritage Month (September 15 - October 15, 2021)**

Request document(s) included a proposed proclamation.

Presenter(s):

LeeAnne Schirato, Senior Commission Specialist

Commission Clerk Michelle Hart read Item 4a into the record.

Executive Director Metruck introduced the item and presenters.

LeeAnne Schirato, Senior Commission Specialist, presented the proclamation in honor of Latino Heritage Month. Members of the Commission spoke in support of the proclamation.

**The motion, made by Commissioner Cho, carried by the following vote: In favor: Calkins, Cho, Felleman, and Steinbrueck (4)  
Opposed: (0)**

*(Commission Bowman joined the meeting at 12:22 p.m.)*

**5. EXECUTIVE DIRECTOR'S REPORT**

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

**6. COMMITTEE REPORTS**

Mr. Aaron Pritchard, Commission Deputy Chief of Staff, provided a report regarding recently held committee meetings.

**7. PUBLIC COMMENT**

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

- The following people spoke in support of regarding Agenda Item 10a, an Order related to providing a plan for the inventory of North SeaTac Park: Deputy Mayor Peter Kwon and Noemie Maxwell.
- The following people spoke regarding the harm of the cruise industry and climate impact: Iris Antman, Charlotte Wells, and Tessa Jackson.
- The following person spoke in support of Alaska cruise: Tanya Carlson, Director of Partnerships, Alaska Travel Industry Association.
- The following person spoke regarding support of the Duwamish River clean-up and the 2014 decision of record, asking the Port to include the community in decision-making: Paulina Lopez, Executive Director, Duwamish Clean-up Coalition.
- The following person spoke regarding the December 1, 2020, Community Health and Airport Operations Related Noise and Air Pollution report to the Legislature in response to HB 1109, and the summary report of it given at the July 22, 2021, StART meeting: Ms. Bernedine Lund (corresponding written testimony submitted).
- The following person spoke in support of Agenda Item 8e, the temporary lease and concession agreement for duty-free operations with Dufry-Seattle JV: Randi Sibonga.
- In lieu of spoken comment, Ernest Thompson, Normandy Park City Council Member, submitted written comments sharing information related to Hyperloop.
- In lieu of spoken comment, Mark Roller, Member of the Washington Physicians for Social Responsibility, submitted written comments opposing the return of cruise ships to Seattle for reasons sent to the Commission by Seattle Cruise Control.
- In lieu of spoken comment, Laura Gibbons, resident, submitted written comments asking if it would be possible for the Port to overlay flight path volumes on the equity map or a similar one in order to show where the greatest equity gains could be made related to aircraft noise and ultra-fine particles.
- In lieu of spoken comment, David Larson, resident, submitted written comments opposing the removal of neighborhoods for the sake of airport expansion and requested that North SeaTac Park be designated a green buffer zone for absorbing noise and air pollution.

- In lieu of spoken comment, Linnea Westerlind, Shary B, Meagan Lass, Noelle Lindenmann, Alexa Fay, and Annie Phillips, residents, submitted written comments supporting Agenda Item 10a and thanked the Commission for the Order, stating that a thorough inventory would help the Port and citizens understand the values and uses of the land. They also encouraged the Port to support the city of SeaTac in changing zoning in North SeaTac Park from Aviation Commercial to Park use.
- In lieu of spoken comment, Estela Ortega, of El Centro De La Raza and Beacon Hill Council, submitted written comments to express pleasure that the Equity Index is now in place, the organization's desire to know when aircraft flight paths and data will be added to the index, and when the Title VI Civil Rights equity analysis will be completed.
- In lieu of spoken comment, Velma Veloria, resident, thanked the Port for the equity map and encouraged a flight path and flight noise overlay to ascertain the areas most impacted.
- In lieu of spoken comment, Christine Neuffer, resident, submitted written comments in support of Agenda Item 10a and asked the Port to support the city of SeaTac in converting the affected area to park zoning.

*[Clerk's Note: All written comments are combined and attached here as [Exhibit A](#).]*

## **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 Special Meeting of July 29, 2021, and the Regular Meeting of August 10, 2021.**
- 8b. Approval of the Claims and Obligations for the Period August 1, 2021, through August 31, 2021, Including Accounts Payable Check Nos. 940681 through 940958 in the Amount of \$2,200,783.55; Accounts Payable ACH Nos. 037556 through 038338 in the Amount of \$66,139,446.46; Accounts Payable Wire Transfer Nos. 015664 through 015683 in the Amount of \$12,483,118.62, Payroll Check Nos. 199334 through 199635 in the Amount of \$70,056.74; and Payroll ACH Nos. 1037211 through 1041562 in the Amount of \$11,679,514.07 for a Fund Total of \$92,572,919.44.**

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

- 8c. Order No. 2021-08: An Order Appointing Lara Behnert, Fulgencio Lazo, and Jim Suehiro to the Port Commission's Portwide Arts and Culture Board.**

Request document(s) included an [agenda memorandum](#), [proposed order](#), and [2019 policy directive](#).

- 8d. Authorization for the Executive Director to Enter into an Annual Maintenance Service Agreement with adbSafeGate Systems, Inc., for up to Five Years with an Estimated Total Cost of \$650,000.**

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

- 8e. Authorization for the Executive Director to Execute a Temporary Lease and Concession Agreement for Duty-Free Operations between the Port of Seattle and Dufry-Seattle JV for Space at Seattle-Tacoma International Airport.

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

- ~~8f. Authorization for the Executive Director to Amend the Scope of an Existing Interlocal Agreement (ILA) with the National Renewable Energy Laboratory (NREL) to Include Transportation Modeling to Support SEA's Ground Transportation Goals and Century Agenda Environmental Goals.~~

~~Request document(s) included an agenda memorandum, amendment, previously adopted agreement, and presentation.~~

- 8g. Authorization for the Executive Director to Execute a Change Order to Contract MC-0319902 Elevator Shafts and Vestibules to Add 233 Calendar Days to the Contract Duration to Reconcile the Contractual Completion Date to the Actual Completion Date. (CIP #C800789)

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

- 8h. Authorization for the Executive Director to Advertise and Execute a South King County Community Capacity Building Contract to Support Near-airport Communities and Develop Equity-based Partnerships with the Port through the South King County Fund (SKCF); and Authorize the Expenditure of the Contract in an Amount Not-to-Exceed \$400,000 from the South King County Fund.

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

The motion for approval of consent agenda items 8a, 8b, 8c, 8d, 8e, 8g, and 8h carried by the following vote: In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)  
Opposed: (0)

#### ITEMS REMOVED FROM THE CONSENT AGENDA

- 8f. Authorization for the Executive Director to Amend the Scope of an Existing Interlocal Agreement (ILA) with the National Renewable Energy Laboratory (NREL) to Include Transportation Modeling to Support SEA's Ground Transportation Goals and Century Agenda Environmental Goals.

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<sup>1</sup> Agenda Item 8f was removed from the Consent Agenda and addressed separately.

Request document(s) included an [agenda memorandum](#), [amendment](#), [previously adopted agreement](#), and [presentation](#).

Presenter(s):

Leslie Stanton, Senior Manager, AV Environmental Programs Group  
Adrian Down, Environmental Programs Manager, AV Environmental Programs Group

Commission Clerk Michelle Hart read Item 8f into the record.

Executive Director Metruck introduced the item and presenters.

Leslie Stanton and Adrian Down provided a report regarding an amendment to the scope of work for the existing interlocal agreement with the National Renewable Energy Laboratory (NREL) to include transportation modeling to support SEA's ground transportation goals and Century Agenda environmental goals. The presentation addressed an innovative transportation team that uses data science to evaluate and change travel patterns. The partnership is with airports to analyze access fees, shuttle bus optimization, traffic volumes, and new infrastructure.

Discussion ensued regarding strategies for mode shift, use of Sound Transit, and Athena Partners.

**The motion, made by Commissioner Steinbrueck, carried by the following vote: In favor: Bowman, Calkins, Cho, Felleman, and Steinbrueck (5)**

**Opposed: (0)**

**9. UNFINISHED BUSINESS** – None.

**11. PRESENTATIONS AND STAFF REPORTS**

**11b. Port Policing Assessment Final Report.**

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

Presenter(s):

Bookda Gheisar, Senior Director, Equity Diversity & Inclusion  
Delmas Whittaker, Director, Marine Maintenance  
Marin Burnett, Chief Strategy Officer, Port of Seattle  
Brian Maxey, Associate Consultant, 21CP Solutions (External)  
Kathryn Olson, Associate Consultant, 21 CP Solutions (External)  
Eric Schinfeld, Sr. Mgr., Federal Government Relations, Port of Seattle  
Mike Villa, Acting Chief of Police, Police Department

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- Commission motion 2020-15 – the Commission directive to provide a comprehensive assessment of the Port of Seattle Police Department (POSPD);
- nine areas for assessment;
- Task force work and goals;
- key next steps;
- police assessment findings;
  - POSPD has a strong foundation for success;
  - Opportunities for improvement exist;
  - Selected recommendations; and
- Task force members.

Members of the Commission and staff discussed:

- recommendations already in the implementation phase;
- the Port and the POSPD starting its effort to review its policies and procedures prior to 2020;
- Commissioner Steinbrueck's request for a report back to the Commission within six to 12 months regarding the progress of implementation of assessment recommendations;
- placing information on the Port's website for public access and information related to the assessment; and
- bringing strength to civilian oversight.

## **10. NEW BUSINESS**

### **10a. Order No. 2021-09: An Order Supporting the Delivery of a Plan to Inventory the Ecological, Land Use (Including Zoning), and Recreational Site Conditions of the 55 Acres of Port-owned Land within North SeaTac Park within 30 Days.**

Request document(s) included a proposed [Order](#).

Presenter(s):

David Yeaworth, Commission Specialist, Commission Office

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

Executive Director Metruck introduced the item and presenters.

David Yeaworth, Commission Specialist, read the text of the Order for the record.

Commission discussion ensued regarding:

- Commissioner Bowman's sponsorship of the motion and the community support that came forward, including support from the city of SeaTac;
- Support for the inventory in order to ascertain impacts, with no work to be done until the inventory is accomplished;
- urban canopy;
- identifying current uses and the future of the 55-acre parcel;
- the Executive Director's delegated authority to present the plan and provide the inventory;
- supporting the motion to understand the scope of work;

- zoning and categorization as a component of inventory;
- the potential of inventorying contours; and
- identifying the highest and best use for the property.

**The motion, made by Commissioner Bowman, carried by the following vote: In favor: Bowman, Calkins, Cho, Felleman, and Steinbrueck (5)**

**Opposed: (0)**

**10b. Authorization for the Executive Director to Set 2022 Marine Stormwater Utility Rates with an Increase of 4.6 Percent.**

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

Presenter(s):

Jane Dewell, Senior Manager Environmental Programs, Stormwater Utility  
Srinivas Pendikatla, Utility Program Manager, Stormwater Utility

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- the stormwater utility rate recommendation of 4.6 percent in 2022 guided by the Advisory Steering Committee (same as the 2020 forecast);
- rate criteria to include:
  - maintaining adequate budget to meet the Port's long-range plan and utility charter responsibilities
  - continued investment to maintain and improve a high functioning stormwater system to protect water quality
  - maintaining a 6-month operations and maintenance reserve consistent with the Port's policy and best practices
  - maintaining consistent rate over the 5-year projection
- the stormwater utility operation budget; and
- 2022 proposed annual rates.

Members of the Commission and staff discussed:

- policy and rate structure;
- achieving economies of scale and working with other stormwater utilities in the area to coordinate;
- how adjacent private properties to Port property manage their stormwater;
- capturing runoff before it gets into the Puget Sound; and
- green street stormwater improvements and culvert replacement.

**The motion, made by Commissioner Steinbrueck, carried by the following vote: In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)**

**Opposed: (0)**

**11. PRESENTATIONS AND STAFF REPORTS (Continued)**

**11a. Equity Index Briefing.**

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

Presenter(s):

Alison Beason, Senior Data & Policy Analyst, Equity, Diversity and Inclusion

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- influencing health and well-being – socioeconomic factors, physical environment, health behaviors and health care;
- the Equity Index;
  - mapping tool
  - helps leverage limited resources
  - identifies opportunity
  - using data to help advance equity
- starting points – index, audience, and data;
- the Port's Equity Index;
  - aggregated by census blocks groups
  - four equally weighted determinant categories
  - 21 indicators
  - racial demographic overlay
  - all sources were authoritative, accurate and reliable data; collected by a block group or census tract;
  - calculations and data are calculated within ArcGIS
- categories and methodology – accessibility, economy, environment, and livability;
- distribution of data;
- equity value; and
- the online equity index tool.

Members of the Commission and staff discussed:

- mobile populations and keeping data current and updated on a regular basis;
- understanding where people are going in the community and why they are going there;
- internal and regional data for regular updates;
- disproportional impacts of the Port and having a tool available to better measure that;
- receiving feedback on the data prior to including any additional data points;
- outreach to the broader community; and
- taking a more comprehensive view of airport-adjacent communities and other communities in location to Port operations.



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

Members of the Commission and Executive Director Metruck recognized Commission Chief of Staff Barb Wilson in her departure from the position and thanked her for accomplishments made during her time at the Port.

**13. ADJOURNMENT**

There was no further business and the meeting adjourned at 3:42 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Sam H. Cho, Commission Secretary

Minutes approved: September 28, 2021