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**APPROVED MINUTES  
COMMISSION REGULAR MEETING OCTOBER 12, 2021**

The Port of Seattle Commission met in a regular meeting Tuesday, October 12, 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, 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 two matters relating to litigation/potential litigation/legal risk (RCW 42.30.110(1)(i)) 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 12:01 p.m. Commission President Felleman led the flag salute.

**3. APPROVAL of the AGENDA**

The agenda was approved as presented without objection.

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

**5. EXECUTIVE DIRECTOR'S REPORT**

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

**6. COMMITTEE REPORTS**

Mr. Aaron Pritchard, Interim Commission 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 regarding insufficient staffing for airport janitors: Sadia Bultum and Damion Jones.
- The following person spoke in support of climate action and in opposition to cruise affects and pollution: Jordan Van Voast.

- The following person spoke in opposition to the impacts of cruise on the environment: Iris Antman.
- The following person spoke regarding the budget and committing to climate targets: Stacy Oaks.

**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 Regular Meeting of September 28, 2021.**
- 8b. Approval of the Claims and Obligations for the Period September 1, 2021, through September 30, 2021, Including Accounts Payable Check Nos. 940959 through 9401267 in the Amount of \$4,727,387.15; Accounts Payable ACH Nos. 038339 through 039134 in the Amount of \$53,141,214.04; Accounts Payable Wire Transfer Nos. 015684 through 015699 in the Amount of \$8,261,053.74, Payroll Check Nos. 199636 through 199843 in the Amount of \$54,809.04; and Payroll ACH Nos. 1041563 through 1045823 in the Amount of \$11,726,838.17 for a Fund Total of \$77,911,302.14.**

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

- 8c. Authorization for the Executive Director to Approve the Renewal of the South Correctional Entity (SCORE) Interlocal Agreement (ILA) in an Amount Not-to-Exceed \$2,000,000 over a Five-year Period to Provide Additional Booking Service Options to the Currently Executed and Utilized King County Jail ILA.**

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

- 8d. (Number Not Used.)**
- 8e. Commission Ratification of Critical Work Authorization in the Amount of \$302,537 for the Hot Water at Seattle-Tacoma International Airport's South Satellite and Additional Authorization for the Executive Director to Complete Construction of the Project Using a Job Order Contract in the Amount of \$600,000, for a Total Authorization in the Amount of \$1,100,000, and a Total Estimated Project Cost of \$1,100,000. (CIP # C801271)**

Request document(s) included an [agenda memorandum](#), [work authorization](#), and [presentation enclosed](#).

- 8f. Request Authorization for the Executive Director to Execute a Contract for an Estimated Value of \$1,500,000, for the Provision of Portable Restroom Services at Various Port Locations, with a Contract Length of One (1) Year with Two (2) One-year Options for Renewal.**

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

- 8g. Authorization for the Executive Director to Increase the Value of the Current Raptor Strike Avoidance Program (RSAP) Contract at SEA by \$25,000 to Increase Raptor Strike Mitigation Services through Year-end 2021; to Competitively Bid and Execute a New Two-year Follow-on Contract (Commencing on or About January 1, 2022, and Continuing through December 31, 2023) for a Base-year and an Additional One-year Option for an Estimated Amount of \$355,000.**

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

**The motion for approval of consent agenda items 8a, 8b, 8c, 8e, 8f, and 8g carried by the following vote: In favor: Calkins, Cho, Felleman, Steinbrueck (4)  
Opposed: (0) – Commissioner Bowman present but not audible to register a vote.**

**9. UNFINISHED BUSINESS – None.**

**10. NEW BUSINESS – None.**

**11. PRESENTATIONS AND STAFF REPORTS**

**11a. Maritime High School Update**

Presentation document(s) included an [agenda memorandum](#), [agreement](#), [Motion 2020-05, 'Changing Tide' strategic plan](#), and [presentation slides](#).

Presenter(s):

LeeAnne Schirato, Senior Commission Specialist, Commission Office  
Bernard Koontz, Executive Director Teaching, Learning and Leadership, Highline Public Schools  
Stephanie Burns, Maritime High School Program Director, Northwest Maritime Center  
Maggie Angel, Community Engagement & Communications Specialist, Duwamish River Clean Up Coalition  
Tremain Holloway, Founding Principal of Maritime High School, Highline Public Schools  
Jake Beattie, Executive Director, North West Maritime Center  
Kaylie Gran, Student, Maritime High School

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

Executive Director Metruck introduced the item and presenters.

LeeAnne Schirato, Commission Senior Specialist, presented an inspirational video on Maritime High School.

Ms. Kaylie Gran, Maritime High School Student, spoke regarding her experiences in the program.

The presentation addressed:

- the summit held in October 2019;

- first day of school in September 2021;
- Northwest Maritime Center scope of work;
- Highline Public Schools scope of work;
- work accomplished – curriculum development and project-based learning;
- staff hired and students enrolled;
- the BIPOC make-up of the school;
- ongoing instructional design;
- long-term budget planning; and
- capital planning.

Members of the Commission and staff discussed:

- educational injustice and the amazing initiative of the partners coming together to establish the Maritime High School;
- continuing support of the program by Commissioners;
- whether or not it will be possible to accept students outside of the Highline School District;
- addressing continuing transportation access issues;
- other Ports interested in replicating the program; and
- standing up the program during the pandemic and in record time.

Members of the Commission thanked the Highline Public School system for its willingness to house the program and for its ongoing support of education in the maritime industry.

**11b. 2022 Maritime and EDD Operating and CIP Budgets Briefing**

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

Presenter(s):

Kelly Zupan, Director, Seaport Finance  
Stephanie Jones Stebbins, Managing Director, Maritime Division  
Dave McFadden, Managing Director, Economic Development Division

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- 2022 Maritime Division budget timeline;
- Century Agenda drives division plans and budgets;
- Maritime priorities 2022;
- Summary SWOT: Maritime;
- Maritime budget: bottom line up front – budget drivers and top and bottom lines;
- Maritime revenues;
- Maritime expenses;
- budget summary;
- financial trends;
- cruise sailings and passengers;

- cruise operations;
- recreational marinas and commercial operations;
- recreational boating;
- Elliott Bay fishing and commercial operations;
- ship canal fishing and operations;
- portfolio management;
- grain terminal goal;
- Marine maintenance;
- waterfront project management;
- Maritime environment and sustainability – 2022 proposed budget and comparisons;
- security;
- new and unfrozen FTEs;
- full-time equivalent employees (FTEs);
- Stormwater Utility budget;
- Stormwater Utility Capital Budget summary;
- 2022 Economic Development Division (EDD) budget timeline;
- EDD initiatives and key metrics;
- EDD SWOT analysis;
- economic development revenues and expenses;
- EDD financial trends;
- EDD portfolio management financial trend;
- diversity in contracting and investments;
- tourism;
- real estate development and management;
- economic development and innovation partnerships;
- net decrease of 1 FTE;
- EDD budget: impacts on equity, diversity, and inclusion (EDI);
- EDD budget advances Century Agenda EDI goals;
- budget requests to advance equity;
- training on equitable budgeting;
- Maritime and Economic Development Draft 2022 – 26 Capital Improvement Plan (CIP);
- priorities going forward;
- CIP timeline;
- key projects and plan priorities;
- plan status and certainty;
- total estimated projected spend;
- large projects moving forward; and
- project delivery capacity.

Members of the Commission and staff discussed:

- bringing the topic of marinas subsidizing other marinas to the Waterfront and Industrial Lands Committee for further discussion;
- increases associated with recreational boating and impacts to lower income boat owners;
- the liveaboard rate being a separate item with rates differing at different marinas, but the increase being the same;

- the revenue portfolio of recreational boating;
- recreational marinas and fishing being separated out;
- cruise profitability and docking and passenger fees; and
- the cost of security provided at terminals.

*(Commissioner Steinbrueck exited the meeting at 2 p.m.)*

Discussion continued regarding:

- the Eco-Tourism conference next year;
- examining real estate generally being a positive step; and
- T91 uplands' use for the Northwest Seaport Alliance for a container lay-down yard and availability of site land for that purpose.

*(Commissioner Calkins exited the meeting at 2:20 p.m.)*

Discussion continued regarding:

- creating synergies with homeport and seaport property alignment;
- diversity in contracting goals; and
- status of the public fishing pier between piers 66 and 68.

Executive Director Metruck spoke regarding building organizational capacity to deliver on projects and having the right number of resources to deliver the budget.

Commissioner Felleman spoke noting that the Port's Budget in Brief is a great communication and reference tool.

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

**13. ADJOURNMENT**

There was no further business and the meeting adjourned at 2:51 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Sam H. Cho, Commission Secretary

Minutes approved: October 26, 2021