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**APPROVED MINUTES
COMMISSION REGULAR MEETING APRIL 12, 2022**

The Port of Seattle Commission met in a regular meeting Tuesday, March 22, 2022. The meeting was held remotely in accordance with Senate Concurrent Resolution 8402 and in accordance with Governor Inslee's Proclamation 20-28. Commissioners Calkins, Cho, Felleman (*arrived at 1:32 p.m.*) and Mohamed were present. Commissioner Hasegawa was absent and excused from attendance.

1. CALL to ORDER

The meeting was convened at 10:30 a.m. by Commission President Ryan Calkins.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting recessed into executive session to discuss one matter regarding litigation/or potential litigation/or legal risk, per RCW 42.30.110(1)(i) and the performance of a public employee per RCW 42.30.110(1)(g) and litigation/or potential litigation/or legal risk for approximately 50 minutes, with the intention of reconvening the public session at 12:00 p.m. Following the executive session, the public meeting reconvened at 12:00 p.m. Commission President Calkins 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 general and meeting-related announcements.

6. COMMITTEE REPORTS

Mr. Aaron Pritchard, Commission Chief of Staff, provided a report regarding the April 7, 2022, Audit Committee meeting.

7. PUBLIC COMMENT

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

- The following people spoke regarding climate crisis and negative effects of cruise operations: Elizabeth Burton, Stacy Oaks, and Heather Price, residents.
- The following person spoke regarding Seattle Cruise Control's suggestion that the Port, at its upcoming cruise study session, include experts on the economic, social, and ecological impacts of cruise who can widen perspectives and allow for a diversity of voices to be heard: Jordan Van Voast, resident (*written comments also submitted.*)
- The following person spoke regarding "The Identity Project," and regarding the Port and Custom and Border Protection's need to notice travelers at the new International Arrivals Facility on the use of biometrics adopted by the Port Commission: Edward Hasbrouck (*written comments also submitted.*)
- The following people spoke in support of cruise tourism and benefits to residents and businesses: Omar Lee, resident; Jodie Alberts, Bellevue Chamber of Commerce; and Amy Burns, co-president of Anthony's Restaurant.
- The following people spoke regarding the preservation of North Seatac Park and against deforestation: Barbara McMichael and Noemie Maxwell, residents.
- The following person spoke in opposition to cruise and regarding the affects of forest fires: Robin Briggs, resident.
- In lieu of spoken comment, written comments regarding the threat of species extinction and environmental devastation from global warming caused by burning fossil fuels; the recent Intergovernmental Panel on Climate Change report on reducing emissions in the coming decade; and decreased Port cruise operations were submitted by: Iris Antman, member of Seattle Cruise Control.
- In lieu of spoken comment, written comments regarding climate concerns related to cruise through Alaskan waters and compliance with environmental regulations were submitted by: Mary L. Stephenson, Ketchikan, Alaska.
- In lieu of spoken comment, written comments in support of the Port's high school internship program were submitted by: Di Han, Asian Counseling and Referral Service.

[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 Regular Meeting Minutes of March 22, 2022.

8b. Approval of the Claims and Obligations for the Period March 1, 2022, through March 31, 2022, Including Accounts Payable Check Nos. 942923 through 943377 in the Amount of \$6,166,097.62; Accounts Payable ACH Nos. 043116 through 044069 in the Amount of \$50,319,888.41; Accounts Payable Wire Transfer Nos. 015794 through 015814 in the Amount of \$7,949,846.08, Payroll Check Nos. 200990 through 201259 in the Amount of \$111,393.84; and Payroll ACH Nos. 1068671 through 1072873 in the Amount of \$11,974,134.98 for a Fund Total of \$76,521,360.93.

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

- 8c. Authorization for the Executive Director to Execute up to Three Professional Services Indefinite Delivery, Indefinite Quantity (IDIQ) Contracts for Third-party Commissioning Services, in Support of the Aviation Division's Capital Programs, with a Total Maximum Value of up to \$3,000,000 and a Contract Ordering Period of Up to Five Years.**

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

- 8d. Authorization for the Executive Director to Execute a Change Order to Contract MC-0320017 Air Cargo Road Safety Improvements to Add up to 100 Calendar Days to the Contract Duration to Reconcile the Contractual Completion Date to the Actual Completion Date.**

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

- 8e. Authorization for the Executive Director to Increase the Project Budget for the Concourse C Temporary Air Handling Units Project in the Amount of \$1,000,000; to Prepare, Advertise, and Execute a Major Works Construction Contract; and to Use Port crews and Small Works Contracts to Assist with the Project, for a Total Estimated Project Cost of \$2,980,000. (CIP #801149)**

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

- 8f. Authorization for the Executive Director to Execute a Settlement Agreement with Wesley Homes Des Moines, LLC, and Wesley Homes Corporation ("Wesley") to Resolve a Dispute Related to the Port's Avigation Easement over Wesley's Property and a Claim for Damages.**

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

- 8g. Adoption of Resolution No. 3800: A Resolution Declaring Surplus and No Longer Needed for Port District Purposes Approximately Two Acres of Port-owned Real Property, Commonly Referred to as the 28th Ave South Parcels ("Parcels") Located in the City of SeaTac, King County; and Further Authorizing the Transfer of Approximately 4,000 Square Feet of Said Real Property to the Central Puget Sound Transit Authority ("Sound Transit") for Development of a Light Rail Elevated Guideway; and Further Authorizing the Conveyance of Permanent Easements to Sound Transit on the Parcels that are Required for Permanent Construction of its Elevated Guideway.**

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

- 8h. Authorization for the Executive Director to Increase the Project Budget for the Airport Terminal Solid Waste Project in the Amount of \$6,176,000; to Advertise and Award a Major Public Works Contract for the Airport's Terminal Solid Waste Project; and to Use Port Crews and Small Works Contracts for Construction Support, for a Total Estimated Project Cost of \$12,576,000. (CIP #C800945)**

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, and 8h carried by the following vote:

In favor: Calkins, Cho, and Mohamed (3)

Opposed: (0)

10. NEW BUSINESS

- 10a. Order 2022-05: An Order to Increase the Three-Year Investment in the Youth Career Launch Program from \$2.1 million to \$4.1 million.**

Presentation document(s) included a [draft order](#).

Presenter(s):

Tyler Emsky, Strategic Advisor, Commission Office

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

Commission Strategic Advisor Tyler Emsky introduced the item and read the text of the Order into the record.

Commissioner Mohamed spoke to centering the needs of our workforce and supporting workforce and environmental solutions.

Commissioner Cho thanked Commissioner Mohamed, the Office of Equity, Diversity and Inclusion's staff, and Executive Director Metruck for supporting the Career Launch Program.

Commissioner Calkins stated it is the kind of work the Port should be engaged in.

The motion, made by Commissioner Mohamed, carried by the following vote:

In favor: Calkins, Cho, and Mohamed (3)

Opposed: (0)

- 10b. Introduction of Resolution No. 3801: A Resolution Authorizing the Issuance and Sale of Intermediate Lien Revenue and Refunding Bonds in One or More Series in the Aggregate Principal Amount of Not-to-Exceed \$1,000,000,000, for the Purposes of Financing Capital Improvements to Aviation Facilities and Refunding Certain Outstanding Revenue Bonds of the Port; Setting Forth Certain Bond Terms and Covenants; and Delegating Authority to Approve Final Terms and Conditions and the Sale of the Bonds.**

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

Presenter(s):

Elizabeth Morrison, Director Corporate Finance, Finance and Budget

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

Executive Director Metruck introduced the item.

The presentation addressed:

- the request for sale and issuance of intermediate lien revenue bonds;
- funding airport capital investments;
- refunding existing bonds;
- use of revenue bonds for CIP funding;
- types of liens; and
- current rate environment.

Members of the Commission and staff discussed:

- interest rate structures;
- refunding bonds that are tax exempt;
- rate increases and inflation;
- rates most likely increasing rather than decreasing; and
- fees paying off bonds, as a vast majority of debt is located in the airport.

The motion, made by Commissioner Cho, carried by the following vote:

In favor: Calkins, Cho, and Mohamed (3)

Opposed: (0)

11. PRESENTATIONS AND STAFF REPORTS

11a. Sound Transit 3 – West Seattle and Ballard Link Extensions (WSBLE) Briefing on Draft Environmental Impact Statement and Ballard/Interbay Segments.

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

Presenter(s):

Geraldine Poor, Senior Regional Transportation Manager, External Relations
Matthew Mateo, Senior Environmental Management Specialist, Maritime Environmental & Sustainability
Cathal Ridge, Executive Corridor Director, Sound Transit
Emily Yasukochi, High-Capacity Transit Development Manager, Sound Transit
Kate Lichtenstein, Light Rail Development Manager, Sound Transit
Leda Chahim, Manager, Sound Transit

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

Executive Director Metruck introduced the item and presenters.

Members of the Commission and staff discussed:

- West Seattle and Ballard Link extensions – project timeline;
- Draft Environmental Impact Statement alternatives - South Interbay;
 - Galer Street Station/Central Interbay
 - Prospect Street Station/15th Avenue
 - Prospect Street Station/Central Interbay
 - project cost, residential displacements, historic properties effects, park effects, biodiversity effects, roadway effects, and other considerations;
- Draft Environmental Impact Statement alternatives – Interbay/Ballard;
 - Elevated 14th Avenue
 - Tunnel 14th Avenue
 - Tunnel 15th Avenue Station
 - Elevated 14th Avenue Option
 - Elevated 15th Avenue
 - project cost, residential displacements, historic properties effects, park effects, biodiversity effects, roadway effects, and other considerations;
- Sound Transit Board considerations;
 - In response to steep rise in real estate and construction costs, a realignment plan was adopted by the Board in August 2021.
 - work purpose and limitations
 - cost savings and refinements
 - consolidate Smith Cove and Interbay Stations
 - community engagement and collaboration
- primary Port objectives; and
 - improve regional transportation for personal mobility, while protecting maritime and industrial land uses and freight mobility
 - strengthen access to POS/NWSA facilities, both existing and future developments;
 - enhance service to Seattle-Tacoma International Airport for passengers and employees, from a web of cities throughout the region
 - DEIS review – early themes
- Environmental Review timeline.

(Commissioner Felleman entered the meeting at 1:32 p.m.)

Members of the Commission, staff, and presenters discussed:

- the draft EIS location and alternatives;
- community engagement and collaboration;
- Sound Transit Board's engagement next in the process; and
- a draft letter will be shared with Commissioners regarding Port comments to the Board;
- how disruptions impacts and timelines may vary per alternative;
- dislocation effects during construction; and
- the process for ultimate path selection.

11b. Diversity in Contracting Annual Report.

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

Presenter(s):

Dave McFadden, Managing Director, Economic Development Division
Mian Rice, Director, Diversity in Contracting
Lawrence Coleman, Women/Minority Business Ent Manager, Diversity in Contracting

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

Executive Director Metruck introduced the item and presenters.

Members of the Commission and staff discussed:

- advancing equity and addressing contracting disparities by increasing the utilization of Women Minority Business Enterprises (WMBE) and other disadvantaged firms;
- five-year policy benchmarks;
- WMBE utilization improved from 10.9% to 12.1% in 2021;
- portwide WMBE utilization over the last six years;
- WMBE utilization categories and ethnicity breakout;
- 2021 WMBE division utilization (non-construction);
- construction utilization of WMBE increased since 2017;
- 2021 training and outreach efforts;
- 2022 diversity in contracting goals by division;
- establishing 2022 construction goals;
- Diversity in Contracting Program benchmarking;
- leveraging construction;
- complete WMBE Analysis Study;
- continue to focus on WMBE businesses utilized;
- provide ongoing training to WMBE/DBE businesses - PortGen (101), Advanced PortGen (201), WMBE/SBE Business Accelerator (301);
- pushing Federal DBE certification on upcoming federally-assisted projects;
- maximizing WMBE goals on future alternative contracting methodology contracts;
- capacity building: support WMBE businesses pursuing projects; and
- explore development of an architectural and engineering program for small business, veteran, and WMBE businesses.

Discussion ensued regarding:

- doing contract management better to enhance compliance with requirements; and
- continued maturation of program goals.

11c. C Concourse Expansion Project Briefing. (CIP #800845)

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

Presenter(s):

Lance Lyttle, Managing Director, Aviation
Janet Sheerer, Capital Project Manager V, AV Project Management Group
Dawn Hunter, Acting Aviation Chief Operating Officer
Leslie Stanton, Senior Manager, Aviation Environment and Sustainability

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

Executive Director Metruck introduced the item and presenters.

Members of the Commission and staff discussed:

- purpose of the briefing – to update the Commission on design, sustainability, and budget status of the project;
- project purpose – to increase airport revenue, improve customer service, and increase economic opportunities;
- project location, expansion status, and project renderings;
- design elements;
- sustainability initiatives and impacts;
- budget and framework;
- recommendations for carbon/energy strategies and equity strategies;
- program contingency status; and
- schedule milestones.

Discussion ensued regarding:

- including sustainability in every aspect of the project;
- natural gas consumption;
- inclusion of solar cells on the roof; and
- locating additional businesses at the airport.

11d. Youth Internship Programs Update

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

Presenter(s):

Amberine Wilson, Emerging Talent Manager, Talent Management

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

Executive Director Metruck introduced the item and presenters.

Members of the Commission and staff discussed:

- emerging talent goals;
- high school interns, post-secondary interns, and veteran fellows programmed;
- program accomplishments and progression since the Commission's 2015 adopted motion;
- community partner recommendations;
- summer curriculum outline;
- inclusive mentorship model;

- career connected learning;
- HR outreach and career awareness strategy;
- 2021 outreach and learning outcomes;
- talent pipelines; and
- proposed education and community partner criteria.

Discussion ensued regarding:

- building connection between other workforce development programs and the internship program;
- increasing wrap around services to program participants; and
- any opportunities to place a paid intern in a Port-related business.

12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS –

The motion, made by Commissioner Mohamed, to Refer the topic of Early Learning and Education Facilities to the Equity and Workforce Development Committee, carried by the following vote:

In favor: Calkins, Cho, Felleman, and Mohamed (4)

Opposed: (0)

Commission President Calkins announced that the April 26, 2022, Commission meeting would be held in-person at the SEA Conference Center, with remote access on the Microsoft Teams platform.

13. ADJOURNMENT

There was no further business and the meeting adjourned at 4:15 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Toshiko Hasegawa, Commission Secretary

Minutes approved: April 26, 2022