



COMMISSION
AGENDA MEMORANDUM

Item No. 10b

ACTION ITEM

Date of Meeting May 24, 2022

DATE : April 19, 2022

TO: Stephen P. Metruck, Executive Director

FROM: Sarah Ogier, Maritime Director-Environment & Sustainability
Jon Sloan, Sr. Manager, Environmental Programs, ME&S
Kathleen Hurley, Sr. Environmental Program Manager, ME&S

SUBJECT: **Interlocal Agreement for the Duwamish Basin Steward**

Amount of this request: \$0
Total estimated project cost: Up to \$150,000
(2022 authorized
funds plus annual
budget requests)

ACTION REQUESTED

Request Commission authorization for the Executive Director to execute an Interlocal Agreement with King County, City of Seattle, and City of Tukwila for the Duwamish Basin Steward position.

EXECUTIVE SUMMARY

The purpose of the agreement is to deliver Basin Stewardship services and provide a mechanism to promote, develop, and implement environmental stewardship projects within the Duwamish Service Area.

This Interlocal Agreement (ILA) funds stewardship capacity for the Duwamish Service Area to focus on land conservation and habitat restoration, community engagement and partner coordination, as well as improved environmental sustainability of the Duwamish Valley industrial complex along the river's shorelines. Additionally, the ILA will support each entity's development and implementation of Chinook salmon habitat restoration projects, conservation of open space, and collaboration with community organizations and private businesses to promote creative solutions for stormwater management, floodplain restoration, riparian restoration, climate adaptation, and other environmental activities within the service area.

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JUSTIFICATION

The Port’s participation in this ILA supports Century Agenda goals around equity and environment, specifically habitat restoration in areas in which the Port operates. The Duwamish Basin Steward will play an important role in coordinating habitat restoration and stewardship efforts for optimal impact throughout the service area. This ILA was added to the 2022 budget per request by Commissioner Felleman and through the Commission Budget Request process.

Port support for a new Duwamish River steward is in alignment with the Duwamish Valley Community Equity Program which was adopted by the Port Commission in 2019. The Duwamish Valley Community Equity Program aims to harnesses the Port’s economic development mission to promote community partnerships, healthy environments and communities, and economic prosperity.

Diversity in Contracting

The Port will not conduct any procurement under this ILA.

DETAILS

The ILA will create a dedicated position for a Duwamish Basin Steward (hired and managed by King County) that will support collaboration and advance restoration efforts with communities in the Duwamish Service Area.

This ILA will also provide a mechanism for securing technical assistance and funding from federal and state agencies and other sources to undertake habitat stewardship activities in the Duwamish Service Area. The service area includes the Duwamish sub-watershed, as defined in the WRIA 9 Plan, as well as two unincorporated urban areas that overlap in part with the Duwamish sub-watershed, North Highline area (between Seattle and Burien) and the Skyway unincorporated area, extending to Lake Washington.

The agreement will remain in effect until December 31, 2026. Should the Port decide to exit the agreement, there are provisions within the ILA to do so, as well as options for extending the ILA beyond the five-year time period, upon execution by each party.

Scope of Work Each party to the ILA will have one representative on the Duwamish Basin Management Team (DBMT). The DBMT will manage the Duwamish Basin Stewardship program (“Duwamish Program”) for carrying out the basin stewardship purposes of the ILA and define the scope of the basin steward’s work.

The DBMT will meet at least four times per calendar year, and more frequently if the DBMT determines it necessary, to review Duwamish Program workplan progress, as well as partnerships that would benefit the Program, including potential funding. Each year, prior to October 1, the DBMT shall develop a draft work program and budget for consideration by the DBMT for the following calendar year.

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King County will perform day-to-day project management and direction and communicate with other DBMT participants as needed to conduct Duwamish Program activities. King County will schedule, facilitate, and provide summaries of all DBMT meetings to each Party during implementation of the Duwamish Program.

Budget

The budget is \$26,000 in 2022, which represents 12% of the Duwamish Basin Steward position cost. The term of the ILA is five years and approximately \$150,000 total through December 31, 2026. Port staff will include an annual budget request to support the position in future years.

The estimated cost share by all partners is as follows:

Estimated Annual Cost Share (2022-2023)		
King County	37.5%	\$ 78,000.00
City of Seattle	37.5%	\$ 78,000.00
City of Tukwila	12.5%	\$ 26,000.00
Port of Seattle	12.5%	\$ 26,000.00

Schedule

The ILA shall remain in effect until December 31, 2026. The Duwamish Basin Steward position will be hosted at King County and King County will lead recruitment of the role.

Activity

Port Commission approval of the ILA	2022 2 nd Quarter
Recruitment of the steward position (by King County)	2022 3 rd Quarter

ALTERNATIVES AND IMPLICATIONS CONSIDERED

Alternative 1 – Do not participate in the ILA

Cost Implications: The annual cost of approximately \$26,000 per year through 2026 would be available to utilize on alternative projects.

Pros:

- (1) Previously approved 2022 funds would not go to funding the ILA and could potentially be applied to alternative projects.

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Cons:

- (1) Forego the opportunity to leverage partnerships to amplify impacts of habitat restoration and stewardship throughout the basin;
- (2) Forego the opportunity to coordinate restoration and stewardship efforts on a landscape scale to optimize Port restoration investments.

This is not the recommended alternative.

Alternative 2 – Participate in the ILA

Cost Implications: \$26,000 in 2022; approximately \$150,000 total through December 31, 2026

Pros:

- (1) Advance Port of Seattle habitat and stewardship goals within the Duwamish Valley in collaboration with local partners;
- (2) Opportunities to leverage partnerships to amplify impacts of habitat restoration and stewardship throughout the basin;
- (3) Enhances the opportunity to coordinate restoration and stewardship efforts on a landscape scale to optimize Port restoration investments.

Cons:

- (1) Cost of \$26,000, potentially up to \$150,000 if the Port remains a party for five years.

This is the recommended alternative.

FINANCIAL IMPLICATIONS

The DBMT will, based on the desired scope of work, set a budget for the upcoming year's work by the Basin Steward. Each party will seek authorization through appropriation, and this number may change over time depending on the number of parties, the overall scope of work, and the availability of outside funding sources (e.g., grants).

The Port's cost share for funding this position is 12% of the total position cost per year. For 2022, this 12% cost share is equal to \$26,000 and is expected to escalate annually with cost of living increases. The agreement will last until December 31, 2026 and the anticipated total cost is up to \$150,000.

The Port's contribution of \$26,000 for the first year of work (2022) is already in the budget; Port staff will return in Fall 2022 to seek funding for 2023 and annually thereafter.

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Cost Estimate/Authorization Summary

	Capital	Expense	Total
COST ESTIMATE			
Original estimate	\$0	\$150,000	\$0
AUTHORIZATION			
Previous authorizations	0	\$26,000	0
Current request for authorization	0	0	0
Total authorizations, including this request	0	\$26,000	\$26,000
Remaining amount to be authorized (estimated)	\$0	Up to \$124,000	Up to \$124,000

Annual Budget Status and Source of Funds

The \$26,000 has been authorized in the 2022 budget.

Financial Analysis and Summary – N/A

Project cost for analysis	
Business Unit (BU)	
Effect on business performance (NOI after depreciation)	
IRR/NPV (if relevant)	
CPE Impact	

Future Revenues and Expenses (Total cost of ownership)

N/A

ADDITIONAL BACKGROUND

N/A

ATTACHMENTS TO THIS REQUEST

- (1) Presentation

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

None