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APPROVED MINUTES
COMMISSION REGULAR MEETING JULY 26, 2022
The Port of Seattle Commission met in a regular meeting Tuesday, July 26, 2022. The meeting was held at the Seattle-Tacoma International Airport Conference Center, located at 17801 International Blvd, Seattle WA, Mezzanine Level, and virtually on Microsoft Teams. Commissioners Calkins (arrived at 12:27 p.m. and exited the meeting at 1:06 p.m.), Cho, Felleman, Hasegawa, and Mohamed were present.
1.

CALL to ORDER

The meeting was convened at 10:30 a.m. by Commission Vice-President Sam Cho.
2.

EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting recessed into executive session to discuss two matters regarding litigation/or potential litigation/or legal risk, per RCW 42.30.110(1)(i), for approximately 45 minutes, with the intention of reconvening the public session at 12:00 p.m. Following the executive session, the public meeting reconvened at 12:05 p.m. Commission Vice-President Cho led the flag salute.
3.

APPROVAL of the AGENDA

The agenda was approved as presented without objection.
In favor: Cho, Felleman, Hasegawa, and Mohamed (4)
Opposed: (0)
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 meetingrelated announcements.
At this time, Executive Director Metruck, Interim Police Chief Villa, and Members of the Commission recognized Officer Michelle Bregel for being selected by her peers to be awarded the designation of Port Police Officer of the Year. Members of the Commission spoke regarding the honor and the
Digital recordings of the meeting proceedings and meeting materials are available online – www.portseattle.org.

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dedicated work of Officer Bregel in her role assisting people experiencing homelessness and addressing a wide range of personal challenges.
6.

COMMITTEE REPORTS

Commission Strategic Advisor Erica Chung provided a report regarding items discussed during the July 13, 2022, Port-Wide Art Board meeting and the Waterfront and Industrial Lands Committee

meeting, as well as the Equity and Workforce Development Committee meeting held on July 15 and the Aviation Committee meeting held on July 19.
The Portwide Art Board was introduced to the new Arts Technician; and received updates on new art installations in the South Satellite at the airport, the art conservation plan, and temporary art projects for Fall which includes a free library at the airport and a Schmidt Ocean Institute art piece at Pier 66. The Committee recommended staff think about distribution of public art to balance the needs of space relative to gathering/waiting space versus go spaces, as well as how to integrate art to tell a story at the airport.
The Waterfront and Industrial Lands Committee received updates on the city of Seattle's Industrial Lands and Maritime Strategy; the Seattle Department of Transportation's Plan; and Seattle Waterfront redevelopment. Highlights included discussions about maintaining industrial lands, freight mobility, truck parking, and multi-model use of Alaskan Way.
The Aviation Committee discussed driver improvements for the S 160th parking lot and a proposed path forward for the Taxi program. The Committee agreed in principle with the staff recommendation for the taxi program path forward and have requested robust consideration of driver and community input as the final plan is developed.
The Equity and Workforce Development Committee received an update on the status of the Maritime Youth Career Launch Program, including the program's staffing and implementation plan and overall Strategic Plan. The Committee also received an update and provided input regarding the ongoing, Portwide Equity in Budgeting efforts.
7.

PUBLIC COMMENT

No public comment was provided at the time of the meeting and no written public comment was submitted.
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 July 12, 2022.

8b.

Authorization for the Executive Director to Convey a Port-Owned K9 to its Handler.

Request document(s) included an agenda memorandum, letter, and agreement.
Minutes of October 27, 2020, submitted for review on November 5, 2020, and proposed for approval on November 10, 2020.

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8c.

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Authorization for the Executive Director to Award and Execute a Construction Contract to the Third Low Bidder for the World Trade Center West Building Roof Replacement Project Due to an Irregular Bid Outcome for the Three Bids Submitted and to Increase the Project Budget in the Amount of $220,000 to Fund the Irregular Bid Outcome, for a Total Estimated Project Cost Not-to-Exceed $2,435,000. (CIP #801104)

Request document(s) included an agenda memorandum.
8d.

Authorization for the Executive Director to Approve Additional Funding in the Amount of $550,000 for Construction Completion and Closeout of the P-66 Roof Upgrades Project, for a Total Estimated Project Cost Not-to-Exceed $3,359,000. (CIP # C801103)

Request document(s) included an agenda memorandum.
8e.

Authorization for the Executive Director to Execute the Second Amendment to Lease
with Mad Anthony's Pier 66, Substantially Similar to the Attached Draft Amendment,
Extending the First Amendment Rent Structure Until April 2023.

Request document(s) included an agenda memorandum and amendment.
8f.

Authorization for the Executive Director to Authorize $71,000,000 of the Program
Budget for Enabling Construction Work and Early Work Packages for the C
Concourse Expansion Program, Including Execution of an Amendment in the Amount
of $2,500,000 to Service Agreement P-00320163 for Additional Costs Associated with
Accelerating Design Packages and Added Sustainability Scope, for a New Contract
Total of $26,500,000. (CIP #800845)

Request document(s) included an agenda memorandum and presentation.
8g.

Authorization for the Executive Director to Execute an Agreement with the
Transportation Security Administrative to Provide Clear Access to Screening
Equipment for Phase 2; to Authorize $34,215,000 for Phase 3 to Complete PreConstruction Services; to Utilize, Advertise, and Execute a General
Contractor/Construction Manager Contract (GC/CM) for Phase 3; to Advertise and
Execute a Project Specific Construction Management (CM) and Airline Technical
Representative (ATR) Contract for Phase 3; to Amend Service Agreement (SA) P00317641 to Add $18,340,000 for a Total Contract Value of
$49,500,000 to Complete
Design Services and Provide Construction Support for Phase 3; and to Utilize Port
Crews for Phase 3 Activities, for Baggage Optimization Project at Seattle-Tacoma
International Airport. (CIP #800612)

Request document(s) included an agenda memorandum and presentation.

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The motion for approval of consent agenda items 8a, 8b, 8c, 8d, 8e, 8f, and 8g carried by the
following vote:
In favor: Cho, Felleman, Hasegawa, and Mohamed (4)
Opposed: (0)
10. NEW BUSINESS
10a. Authorization for the Executive Director to Advertise and Execute a Flight Corridor
Safety Program 2024 Professional Service Agreement for Technical Expertise and
Support; to Complete Aerial Obstruction Data Collection, Field Verification, and
Obstruction Data Analysis to Identify Obstructions At and Around Seattle-Tacoma
International Airport for Program Scope Refinement; to Conduct Environmental Review;
and to Execute Agreements with Public Agencies as Needed for Purposes of Obstruction
Management, for an Estimated Cost of Program Planning, Data Collection Work, and
Environmental Review in the Amount of $500,000.
Request document(s) included an agenda memorandum and presentation.
Presenter(s):
Chris Coulter, Capital Program Leader, AV Project Management
Marco Milanese, Senior Community Engagement Manager, External Relations
Clerk Hart read Item 10a into the record.
Executive Director Metruck introduced the item and presenters.
The presentation addressed:
• an overview of the Flight Corridor Safety Program;
• obstruction removal/replanting numbers to-date;
• the Port's environmental commitment;

• outreach and communications; and
• the Flight Corridor Safety Program 2024 – overview, schedule, budget, and risk.
Members of the Commission and staff discussed:
• uploading a link to regulations for public access to the program open house webpage;
• cost comparison of the program to previous requests;
• engaging the StART Committee;
• a survey last conducted in 2018;
• tree replacement criteria;
• replanting trees within the same community; and
• including language services in the community engagement.

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The motion, made by Commissioner Mohamed, carried by the following vote:
In favor: Calkins, Cho, Felleman, Hasegawa, and Mohamed (5)
Opposed: (0)
11. PRESENTATIONS AND STAFF REPORTS
11a.

Tourism Recovery Initiative Summary Briefing.

Presentation document(s) included an agenda memorandum and presentation.
Presenter(s):
Dave McFadden, Managing Director Economic Development, Economic Development Administration
Nick Leonti, Director, Tourism
David Blandford, State of Washington Tourism
Commission Clerk Michelle Hart read Item 11a into the record.
Executive Director Metruck introduced the item and presenters.
The presentation addressed:
• tourism recovery initiatives;
• regenerating North American air markets;
• campaign return on investment;
• press releases and targeted media pitches to travel and features media in the U.S. and Canada have resulted in 1,074 engagements since August 2021;
• industry recovery and destination development plan;
• rural tourism support;
• travel industry recovery;
• the Tread Map application – destination management;
• travel trade sales and promotion;
• tourism impact; and
• future plans for the State of Washington Tourism Recovery Initiative.
(The regular meeting recessed at 1:13 p.m. and reconvened at 1:18 p.m.)
Members of the Commission and staff discussed:
• next steps in rebuilding international tourism;
• regional collaboration and regional strategy;
• community navigator work and how it connects to tourism;
• including all impacted communities in tourism recovery;
• the Tread Map application and how it is used to inform regarding tourism opportunities;
• responsible tourism;
• the status of tourism recovery from Asia;
• the 2026 World Cup to be held in Seattle and brand building around the world; and
• needed future state investment in tourism recovery.
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11b.

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2023 Budget Development Briefing.

Presentation document(s) included an agenda memorandum and presentation.
Presenter(s):
Dan Thomas, Chief Financial Officer, Finance and Budget
Michael Tong, Director, Corporate Budget
Commission Clerk Michelle Hart read Item 11b into the record.
Executive Director Metruck introduced the item and presenters.
The presentation addressed:
• current environmental conditions and passenger recovery forecast;
• cruise operation trends;
• 2023 budget guiding principles;
• 2023 budget strategies;
• key budget considerations; and
• 2023 Budget Calendar.
Members of the Commission and staff discussed:
• capacity to deliver the capital program;
• vessel size vs. passenger loading numbers; and
• supply chain issues and continuing to apply strategies to mitigate risks.
12.

QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS –

There were no referrals to committee.
13.

ADJOURNMENT

There was no further business and the meeting adjourned at 2:09 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Toshiko Hasegawa, Commission Secretary

Minutes approved: August 9, 2022

Minutes of October 27, 2020, submitted for review on November 5, 2020, and proposed for approval on November 10, 2020.