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APPROVED MINUTES

COMMISSION REGULAR MEETING SEPTEMBER 13, 2022

The Port of Seattle Commission met in a regular meeting Tuesday, September 13, 2022. The meeting was located at the Port of Seattle Headquarters Building, Pier 69, 2711 Alaskan Way, Seattle, Washington, and on Microsoft Teams. Commissioners Cho, Felleman, Hasegawa, and Mohamed were present. Commissioner Calkins was absent and excused from the meeting.

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 one matter regarding litigation/or potential litigation/or legal risk and national security, per RCW 42.30.110(1)(i) and RCW 42.30.110(1)(a)(i), and one matter regarding litigation/or potential litigation/or legal risk, per 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 12:06 p.m. Commission Vice-President Cho led the flag salute.

3.

APPROVAL of the AGENDA

The agenda was approved as amended, with Agenda Item 8k removed from the meeting agenda, to be brought back at the next business meeting, and Agenda Items 8o and 8p pulled from the consent agenda, to be discussed separately.

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

Opposed: (0)

4.

SPECIAL ORDERS OF THE DAY - None.

4a. Proclamation recognizing Latino Heritage Month (September 15 – October 15, 2022).

Request document(s) included a proclamation.

Presenter(s):

Marycruz Talavera-Chavez, Commission Staff Assistant

Clerk Hart read Item 4a into the record.

Digital recordings of the meeting proceedings and meeting materials are available online – www.portseattle.org.

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Commission Staff Assistant, Marycruz Talavera-Chavez, presented the proclamation on behalf of the Commission and in recognition of September 15 – October 15, 2022, as Latino Heritage Month. Members of the Commission thanked Marycruz for the reading of the proclamation and spoke regarding the culture, accomplishments, contributions, and representation of the Latino Community and the Port Latino Community.

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

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

Opposed: (0)

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

Commission Strategic Advisor Erica Chung provided a report regarding discussion held at the August 10 Equity and Workforce Development Committee and the September 8 Audit Committee meeting.

Equity and Workforce Development Committee

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Commissioners Cho and Mohamed convened the Equity and Workforce Development Committee. Commissioners received an update on the development of the Equity Policy Directive. The Executive has received a draft of the directive and provided feedback to Commissioners. The Commission made two recommendations related to the directive. First, they recommended the directive includes a requirement that the Executive sets specific EDI benchmarks; and second, that staff set a target date for introduction of the policy directive in October, with adoption in November or December.

Commissioners received an update and gave their input regarding the ongoing WMBE Business Barrier Study.

Commissioners asked several questions to ensure that survey consultants engaged with a deep and diverse group of stakeholders in the course of the study. Consultants and staff assured Commissioners that a representative sample of the ADR and Construction ecosystem was surveyed.

Audit Committee

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Commissioners Cho and Mohamed convened the Audit Committee. The Committee received a 2021 Accountability Audit Opening report from the Office of the Washington State Auditor. The Accountability Audit will be for the period of January 1, 2021, through December 31, 2021. The scope of the audit is being compiled.

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

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The Committee also received a presentation from the Port's Internal Audit Team regarding their Peer Review, in which they received a 'passing' rating in compliance with Government Auditing Standards.

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The Committee further adopted their recommendation to approve the 2023 Internal Audit budget and reviewed the status of 2022 audit items and open issues.

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Operational, Information Technology, and Limited Contact Compliance Audit reports were shared with the Committee Members and recommendations and management responses

were discussed. These audits included: (1) the North Satellite Renovation and Expansion Project; (2) Security Incident Response Management for ICT and Aviation Maintenance; and (3) Avis Budget Car Rental, LLC.

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The Committee's next meeting is scheduled for December..

PUBLIC COMMENT

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

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The following person spoke regarding Pier 46 plans, ILWU Local 29's position on Coast Guard Base 36 expansion, seeking the Port's support of a five berth solution and on ILWU Local 19's position on a future long-term lease of land to the Coast Guard: Dan McKisson, representing ILWU Local 19.

The following person spoke and asked the Port of Seattle to support the African Chamber of Commerce and the African trucking community through inclusion of \$100,000 in the annual Northwest Seaport Alliance budget for the African Chamber of Commerce: Peter Gishuru.

The following person spoke regarding the widening arrivals project at Seattle-Tacoma International Airport and shared his concern regarding an increase in resulting traffic: city of Des Moines Councilmember J.C. Harris.

The following person spoke in support of Agenda Item 8o, and passage of the SLOA IV extension: Randy Fiertz, AAAC Chairman and Director, Airport Affairs, Alaska Airlines.

The following people spoke on behalf of the SEIU 6 Driver's Union and in support of improvements to the drivers' parking lot: Sukhchain Banwait, Adama Dukuray, Kwabena Bobie, Peter Kuel, and Saba Belachew (joint petition submitted).

In lieu of spoken comment, written comment was submitted by Jordan Van Voast regarding the recent Board of Ethics appointment process and selection.

In lieu of spoken comment, written comment was submitted by Iris Antman regarding an increase in global cruise tourism from Seattle to Alaska and the contradiction of reaching Port climate goals.

[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 Minutes of the Regular Meeting of August 9, 2022.

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

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8b.

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Approval of the Claims and Obligations for the Period August 1, 2022, through August 31, 2022, Including Accounts Payable Check Nos. 944859 through 945116 in the Amount of \$5,451,836.95; Accounts Payable ACH Nos. 047096 through 047905 in the

Amount of \$47,553,362.96; Accounts Payable Wire Transfer Nos. 015891 through 015905 in the Amount of \$10,330,080.75; Payroll Check Nos. 202984 through 203399 in the Amount of \$144,847.03; and Payroll ACH Nos. 1091703 through 1096059 in the Amount of \$12,856,805.65, for a Fund Total of \$76,336,933.34.

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

Authorization the Executive Director to Proceed with the Enterprise Network Switch Refresh Project and to Execute Contract(s) for Hardware, Software, and Implementation Services for a Total Project Cost Not-to-Exceed \$5,700,000. (CIP # C801262)

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

Authorization for the Executive Director to Increase the Contract Value for the Environmental Data Management System (EDMS) with Locus Technologies (C00321107) By Up to \$500,000 to Include Environmental Permit Compliance Management, for a New Contract Value Not-to-Exceed \$1,580,000 Over a Ten-Year Contract Period.

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

Authorization for the Executive Director to Proceed with the Conference Room Communication Project; to Execute Contract(s) for Communication Equipment; and to Utilize Port Resources for Installation, in the Amount of \$510,000 for Project Implementation and Equipment Warranty Costs Estimated of \$45,000, for a Total Project Cost of \$555,000. (CIP #C801258)

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

Authorization for the Executive Director to Execute a Change Order to Contract MC0319013 Electric Utility Supervisory Control and Data Acquisition at Seattle-Tacoma International Airport (SEA) to Add Up to 180 Calendar Days to the Contract Duration for Impacts Due to Covid Related Supply Chain Delivery Delays of Critical Material. (CIP #C800699)

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

Authorization for the Executive Director to Execute a Change Order to Contract MC0319135 Ground Support Equipment Electric (eGSE) Charging Stations Phase 2A to Extend the Duration of the Contract up to 150 Calendar Days. (CIP #C800335)

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

Authorization for the Executive Director to Complete Design of the 1947 Water Main Improvements Project at Seattle-Tacoma International Airport in the Amount of \$1,025,000 and a Total Authorization of \$1,100,000. (CIP #C801224)

Request document(s) included an agenda memorandum and map.
8i.

Authorization for the Executive Director to Award and Execute a Design Build Construction Contract and to Increase the Project Budget for the Telecommunication Meet Me Room (MMR) in the Amount of \$2,000,000, and a Revised Total Estimated Project Cost of \$21,700,000. (CIP# C800762)

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

Authorization for the Executive Director to Increase the Project Budget for the South Concourse Hot Water Tank Replacement in the Amount of \$200,000 for a Total Project Budget of \$1,300,000. (CIP #C801271)

Request document(s) included an agenda memorandum.
8k. 1

Authorization for the Executive Director to Execute a New Collective Bargaining Agreement (CBA) Between the Port of Seattle and Teamsters Local 117 Representing Employee Parking Bus Drivers in our Aviation Landside Operations Department, Covering the Period from June 1, 2022, through May 31, 2023.

Request document(s) included an agenda memorandum and agreement.
8l.

Authorization for the Executive Director to Execute a New Memorandum of Understanding (MOU) Between the Port of Seattle and the International Brotherhood of Teamsters, Local 117, Representing Police Officers at the Port of Seattle, Covering the Period from August 28, 2022, through December 31, 2022.

Request document(s) included an agenda memorandum, memorandum of understanding, and agreement.
8m.

Authorization for the Executive Director to Execute a Change Order to Contract MC0320162 Parking Garage Elevator Modernization for Modifications and Delays Associated with Revisions to the Interior Cab Elevator Finishes at Seattle-Tacoma International Airport for an Estimated Amount Not-to-Exceed \$3,500,000 and a Time Extension Over 60 Calendar Days. (CIP #C800789)

Request document(s) included an agenda memorandum.
1

Agenda Item 8k was removed from the agenda in its entirety.

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

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Order No. 2022-09: An Order of the Port of Seattle Commission Appointing a Member to the Port of Seattle Commission Board of Ethics for 2022 - 2025.

Request document(s) included an order.
8o. 2

Authorization for the Executive Director to Execute a Two-Year Extension to SLOA IV, Extending the Termination Date from December 31, 2022, to December 31, 2024.

Request document(s) included an agenda memorandum.

8p.

Authorization for the Executive Director to Sign a 3-year Interlocal Agreement (ILA) with the University of Washington's Sea Grant Program, Substantially in the Form Attached with Minor Changes to be Approved by Legal Counsel, to Allow the Port to Host One 12-Month Sea Grant Fellowship Position Annually from September 2022 – October 2025, with a Maximum Expenditure of \$150,000.

Request document(s) included an agenda memorandum.
The motion for approval of consent agenda items 8a, 8b, 8c, 8d, 8e, 8f, 8g, 8h, 8i, 8j, 8l, 8m, and 8n carried by the following vote:

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

Opposed: (0)

ITEMS REMOVED FROM THE CONSENT AGENDA

8o.

Authorization for the Executive Director to Execute a Two-Year Extension to SLOA IV, Extending the Termination Date from December 31, 2022, to December 31, 2024.

Request document(s) included an agenda memorandum.

Presenter(s):

Jeff Moken, Interim Director, Aviation Business and Properties

Leslie Stanton, Senior Mgr., Environmental Programs, AV Environmental Programs Group

Borgan Anderson, Director, Aviation Finance & Budget

Clerk Hart read Item 8o into the record.

Executive Director Metruck introduced the item and presenters.

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Agenda Items 8o and 8p were pulled from the Consent Agenda and addressed separately.

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

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Commissioner Felleman and staff discussed why greenhouse gas goals are not mentioned in the agreement, specific implementation of the Port's emissions reduction strategy, and accounting for Memorandum of Understanding (MOU) goals.

It was noted that all terms of the current agreement will move forward with the extension including the MOU.

Commissioner Felleman stated he would like to look at implementation goals at a future meeting and discuss quantifying results prior to the next SLOA extension.

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

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

Opposed: (0)

8p.

Authorization for the Executive Director to Sign a 3-year Interlocal Agreement (ILA) with the University of Washington's Sea Grant Program, Substantially in the Form Attached with Minor Changes to be Approved by Legal Counsel, to Allow the Port to Host One 12-Month Sea Grant Fellowship Position Annually from September 2022 – October 2025, with a Maximum Expenditure of \$150,000.

Request document(s) included an agenda memorandum, draft interlocal agreement and presentation.

Presenter(s):

Kathleen Hurley, Senior Environmental Program Manager, Maritime Environment and Sustainability

Clerk Hart read Item 8p into the record.

Executive Director Metruck introduced the item and presenters.

Commissioner Felleman and staff discussed this being the first Keystone Fellow for the program; elements of the program; and October-start for the Fellow.

Commissioner Felleman encouraged participation in the program.

The motion, made by Commissioner Felleman, 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 Execute Contracts for the 2022/2023 South King County Community Impact Fund (SKCCIF) in an Amount Not-to-Exceed \$3,250,000.

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

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Presenter(s):

Bookda Gheisar, Senior Director, Office of Equity, Diversity, and Inclusion

Ilays Aden, Environment Program Coordinator, External Relations

Guadalupe Torres, Community Investments Program Manager, Equity Diversity and Inclusion

Andy Gregory, Senior Program Manager Community Engagement, External Relations

Clerk Hart read Item 10a into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- the request for funding authorization;
- background of the program;
- program investment to-date;
- economic recovery Cycle 1 outputs and Cycle 2 projects;
- environmental program Cycle 1 outputs and Cycle 2 projects;
- WMBE support programs;
- partnerships and program successes;
- program challenges;
- programmatic improvements in Cycle 3;
- community capacity building contract; and
- next steps;
- o Community Capacity Building Consultant onboarding
- o round 3 funding launching on September 15, 2022, for Environmental and Economic Recovery Programs
- o Program Evaluation Request for Proposals to be released this fall and completed by May 2023
- o program evaluation results and Commission re-authorization for Phase II SKCCIF in 2023.

Discussion ensued regarding:

- food insecurity, tree canopy expansion, and land stewardship policies;
- how the SKCCIF is partnering with existing initiatives in South King County and having discussions with those leaders and cities;
- exploring opportunities to directly fund students; and
- supporting both repeat and new grant recipients.

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

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

Opposed: (0)

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

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10b. Authorization for the Executive Director to Execute a Professional Services Contract for Design Services, and to Complete Design of the Building 161E Renovation and Systems

Retrofit Project at the Seattle-Tacoma International Airport in the Amount of \$2,900,000 and a Total Authorization of \$3,098,000. (CIP #C801179)

Request document(s) included agenda memorandum and presentation.

Presenter(s):

Tom Green, Manager, Air Cargo Operations and Development, Airport Operations

Sean Anderson, Capital Program Leader, AV Project Management Group

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

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- Building 161E project tenant space;
- existing conditions for building systems, windows and lighting, warehouse, shops and office, and restrooms;
- Building 161E project budget and preliminary schedule;
- status of project completion; and
- project risks.

Members of the Commission and staff discussed:

- greenhouse gas reduction benefits from the project;
- the amount of revenue the building generates;
- choice in the design phase impacting environmental scores;
- the price per sq ft for lease space once renovations are made; and
- ranges of increase to leasehold revenue in the future analysis.

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

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

Opposed: (0)

11. PRESENTATIONS AND STAFF REPORTS

12.

QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS

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ADJOURNMENT

There was no further business and the meeting adjourned at 2:26 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Toshiko Hasegawa, Commission Secretary

Minutes approved: September 27, 2022

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