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**APPROVED MINUTES  
COMMISSION SPECIAL MEETING**

**JULY 11, 2023**

The Port of Seattle Commission met in a special meeting Tuesday, July 11, 2023. The meeting was held at the Port of Seattle Headquarters Building Commission Chambers, located at 2711 Alaskan Way, Seattle, Washington, and virtually on Microsoft Teams. Commissioners Calkins, Cho, Felleman, Hasegawa, and Mohamed were present.

**1. CALL to ORDER**

The meeting was convened at 10:00 a.m. by Commission President Cho.

**2. EXECUTIVE SESSION pursuant to RCW 42.30.110**

The public meeting recessed into executive session to discuss four items regarding litigation/or potential litigation/or legal risk, per RCW 42.30.110(1)(i) for approximately 90 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 President Cho led the flag salute.

**3. APPROVAL of the AGENDA**

The agenda was approved as presented without objection.

**In favor: Cho, Calkins, Felleman, Hasegawa, and Mohamed (5)**

**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 meeting-related announcements.

**6. COMMITTEE REPORTS**

Commission Strategic Advisor Erica Chung provided committee reports.

StART Committee

The StART (SEA Stakeholder Advisory Round Table) met on Wednesday, June 28, 2023, with Sarah Cox, Director of Aviation Environmental Programs, chairing the meeting in place of Lance Lyttle, who was unavailable. Two topics were the primary focus of the meeting. Warren Hendrickson, Chair of the Commercial Aviation Coordinating Commission, also known as the CACC, which concluded its work on June 30, 2023, shared what factors ultimately led to the change in the CACC's charge and the results of a concluding CACC membership survey that, among other results, stated that members believed a yet-to-be determined greenfield site is the only way to meet the Puget Sound's impending air travel capacity demand. Also at the meeting, Eric Schinfeld, Federal Government Relations Manager, provided a recap of the StART membership's successful trip to Washington DC in late April; StART's planned joint letter in response to the FAA's Noise Policy Review process; and the latest on the FAA Reauthorization legislation. It was reported that four of Port-cities' seven identified noise and emission policy priorities are currently in the House and Senate reauthorization bills and the Port will continue to urge timely passage of the legislation.

Audit Committee

Commissioner Mohamed convened the June Audit Committee meeting with Commissioner Cho and Public Member Sarah Holmstrom on June 30, 2023. The Committee received an audit report from Moss Adams for the 2022 Financial Statement Audit results. This was a clean audit and Moss Adams recognized Port staff for their successful implementation of new accounting requirements for GASB 87, leases. The Committee also received an update on Open Issues; received an update on the status of the 2023 Audit Plan; and heard reports for Audits regarding: Portwide Payroll Controls; Social and Environmental Reporting; the T-117 Sites 23-25 Restoration Construction Project; and Doug Fox Parking. The next Audit Committee meeting will be held in September.

**7. PUBLIC COMMENT**

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

- The following person spoke regarding the function of government in the Seattle area and was removed from the meeting room for violation of Council Rules of Procedure for delivering public comment: Alex Tsimerman.
- The following people spoke regarding cruise operations and impacts on climate: Stacy Oaks; Patrick McKee (*written comments submitted*); Jordan Van Voast; Iris Antman; and Peggy Printz.
- In lieu of spoken comment, written comments supporting Agenda Item 10a, Order No. 2023-10, were submitted by: Noemie Maxwell.

*[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 June 27, 2023 and Special Meetings of June 28, 2023, and June 29, 2023.**
- 8b. Approval of the Claims and Obligations for the Period June 1, 2023, through June 30, 2023, Including Accounts Payable Check Nos. 948659 through 949128 in the Amount of \$8,572,468.22; Accounts Payable ACH Nos. 055598 through 056498 in the Amount of \$75,785,075.19; Accounts Payable Wire Transfer Nos. 016080 through 016098 in the**

**Amount of \$10,751,579.56; Payroll Check Nos. 207268 through 207860 in the Amount of \$163,749.84; and Payroll ACH Nos. 1139914 through 1144445 in the Amount of \$14,843,118.45, for a Fund Total of \$110,115,991.26.**

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

**8c. Monthly Notification of Prior Executive Director Delegation Actions June 2023.**

Document(s) included an [agenda memorandum](#) (for information only.)

**8d. (Number Not Used.)**

**8e. Authorization for the Executive Director to Construct the Remaining Wi Fi Improvements Project Passenger Loading Bridge Installations at the North Satellite of Seattle-Tacoma International Airport and to Increase the Project's Overall Authorization by \$4,685,000 which Includes a Budget Increase of \$2,685,000, for a Total Project Authorization of \$19,126,000. (CIP# C800585)**

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

**8f. Authorization for the Executive Director to Execute up to Six Indefinite Delivery, Indefinite Quantity (IDIQ) Consulting Agreements for Services Related to Construction Management Services Portwide, with a Cumulative Total Amount Not-to-Exceed \$30,000,000, and a 5-Year Ordering Period for Each Agreement.**

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

**8g. Authorization for the Executive Director to Execute a Lease Termination and Settlement Agreement with Duke's Shilshole Bay Chowder House LLC.**

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

**8h. Order No. 2023-09: An Order of the Port of Seattle Commission Appointing a Public Member to the Portwide Arts and Culture Board.**

Request document(s) included an [order](#).

**8i. Authorization for the Executive Director to Authorize Additional Construction Funding in the Amount of \$350,000 to Replenish Project Contingencies for the Harbor Island Marina Dock E-Float and North Pier Improvements Project, for a Total Project Authorization of \$5,350,000. (CIP# C800678)**

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

The motion for approval of consent agenda items 8a, 8b, 8c, 8e, 8f, 8g, 8h, and 8i carried by the following vote:

**In favor: Calkins, Cho, Felleman, Hasegawa, and Mohamed (5)  
Opposed: (0)**

**10. NEW BUSINESS**

**10a. Order No. 2023-10: An Order of the Port of Seattle Commission to Adopt Principles to Guide Development of Port of Seattle's Environmental Land Stewardship Efforts Around Trees, Forest, and Other Habitat.**

Request document(s) included an [order](#) and [presentation](#).

Presenter(s):

Erica Chung, Commission Office Strategic Advisor, Commission Office  
Chipper Maney, Environmental Programs Manager, AV Environmental Programs Group  
Aaron Pritchard, Chief of Staff, Commission Office

Clerk Hart read Item 10a into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed land stewardship principles; strategies; and benefits.

Discussion ensued regarding:

- tree retention requirements in other jurisdictions;
- the replacement standard for airport property at 4:1 with the ability to exceed minimum requirements;
- addressing land stewardship as a greater eco-system habitat and expanding and connecting contiguous habitats;
- the Order – providing clear guidance and intentions in an actionable way; and
- bringing a policy directive forward in the future regarding land stewardship.

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

**In favor: Calkins, Cho, Felleman, Hasegawa, and Mohamed (5)  
Opposed: (0)**

**11. PRESENTATIONS AND STAFF REPORTS**

**11a. Maritime Blue Annual Report.**

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

Presenter(s):

Dave McFadden, Managing Director, Economic Development Division  
Joshua Berger, Maritime Blue CEO

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

Executive Director Metruck introduced the item.

The presentation addressed:

- an update from Maritime Blue regarding the status of ‘Building a Blue Economy;’
- strategic focus and leadership in the Blue Economy;
- impactful programs to accelerate the Blue Economy;
- supporting entrepreneurs and startups in maritime, ocean, and related sectors building the Blue Economy;
- Blue Ventures Programs;
- the Blue Innovation Fund;
- members and member services provided;
- the Maritime Innovation Center;
- coming together through strategic initiatives and joint innovation projects to collaborate and implement key demonstration projects to accelerate ocean health and the Blue Economy;
- collaboration with the Quiet Sound organization;
- Blue Wind – vision, objectives, and structure;
- fostering an equitable and diverse 21<sup>st</sup> century workforce through career connected learning and employer driven engagement;
- Blue Operations – creating a world-class cluster through a sustainable organization rooted in values of equity and resilience and
- Maritime Blue partners.

Members of the Commission and staff discussed:

- if there are grant opportunities for the organization;
- tracking graduates from Maritime Blue programs to ensure later career placement;
- return on investment;
- Governor Inslee’s new goal for offshore wind in Washington State and activating the supply chain; and
- growth of Maritime Blue over the past five years of operations.

Members of the Commission thanked Mr. Berger and Maritime Blue for their annual report.

**11b. Equitable Spending and Accountability Project Briefing.**

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

Presenter(s):

Bookda Gheisar, Senior Director, Office of Equity, Diversity, and Inclusion  
Dan Thomas, Chief Financial Officer, Finance and Budget  
Michael Tong, Director, Corporate Budget, Finance and Budget

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

Executive Director Metruck introduced the item.

The presentation addressed:

- commitment to equity in applying an equity framework to the Port's budget allows the Port to target strategies and invest where the needs are greatest, in employees and in community partnerships;
- elements of the equity policy directive;
- equity spending recommendations;
- defining equity spending;
- spending criteria;
- methodology used for initial analysis and establishing a baseline using the past four years of spending data;
- summary of equity spending;
- next steps and piloting the Equitable Spending and Accountability Project; and
- integration with the 2024 budget process.

Members of the Commission and staff discussed:

- being thoughtful in how we are spending;
- investments in equity;
- using small businesses to support change;
- remaining agile in development and implementation of the program in a changing regulatory environment;
- the developed tool, which takes into consideration race and gender in equity spending;
- developing more comprehensive year-end reporting by integrating the data;
- being able to ascertain in the operation of our gateways where the benefit accrues; and
- exceeding one percent in equity spending in our current work.

## **12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS**

Commission Vice-President Hasegawa spoke regarding legislation impacting entry to college based on ethnicity and separately, recognized, Abiel Woldu, Graduate Intern in the Legal Department.

Commission President Cho spoke regarding the recently attended Marine Environment Protection Committee (MEPC) 80<sup>th</sup> session held at IMO headquarters in London July 3 – 7, 2023. He noted the importance of the Port considering the adoption of an International Priority Agenda.

Commission Secretary Felleman acknowledged the work on industrial lands policy being taken up next week by the City and having a working waterfront.

## **13. ADJOURNMENT**

There was no further regular business and the meeting adjourned at 2:40 p.m.

**PORT COMMISSION MEETING MINUTES  
TUESDAY, JULY 11, 2023**

Prepared:

Michelle M. Hart, Commission Clerk

Minutes approved: July 25, 2023

Attest:

Fred Felleman, Commission Secretary