



P.O. Box 1209
Seattle, Washington 98111
www.portseattle.org
206.787.3000

APPROVED MINUTES COMMISSION REGULAR MEETING

October 10, 2023

The Port of Seattle Commission met in a regular meeting Tuesday, October 10, 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 12:05 p.m. by Commission President Cho who led the flag salute.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

No Executive Session was held.

3. APPROVAL of the AGENDA

The agenda was approved as amended without objection.

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

Opposed: (0)

4. SPECIAL ORDERS OF THE DAY

No Special Orders of the Day were presented.

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 the committee reports.

Highline Forum

The Highline Forum met on September 27, 2023. Community Co-Chair, Des Moines Mayor Mahoney chaired the meeting with Port Co-Chair Commissioner Felleman attending. The forum

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

received an update from the host city of Des Moines regarding the economic development focus in the city, public infrastructure investments, and efforts to bring people to the city by energizing the waterfront. The Port's Director of Aviation Business Intelligence, Michael Drollinger, provided an update on SEA activity and travel outlook for 2023, with travel being close to a record 51.8 million passengers this year and surpassing that milestone in 2024. Guadalupe Torres, from the Port's Office of Equity, Diversity, and Inclusion, and Ilays Aden and AJ McClure, Port's Community Engagement staff, provided an update on the work products from the South King County Community Impact Fund and announced that the fourth round of environmental grant applications are currently being solicited until the October 30, 2023, deadline. Aviation Director Lance Lyttle provided the StART update (SEA Stakeholder Advisory Round Table) from the August 23, 2023, meeting, and reported on the most recent StART Steering Committee meeting, where they agreed to have the StART's Aviation Noise Working Group take on the responsibilities of SEA Airport's forthcoming Technical Review Committee for the next Part 150 Noise Study. The study is expected to launch in Spring 2024. As part of the roundtable sharing, Commissioner Felleman noted the arrival of the Hōkūle'a Polynesian Voyagers to Puget Sound in late August, and eco-tourism pilot projects being discussed. Director Lyttle noted monitoring a potential federal government shutdown and planning to manage anticipated impacts. Local Government Relations Manager Dave Kaplan noted the Port's partnership with other jurisdictions on the September 29, 2023, "Green Jobs, Green Futures" summit, and SEA Airport again being certified as 'salmon-safe' in its practices to protect water quality and habitat.

SEAC Committee

On Wednesday October 4, 2023, Commissioners Hasegawa and Felleman convened the Sustainable, Environment, and Climate Committee, where they were briefed on the Scope 1 and Scope 2 greenhouse gas emissions (GHG) results from 2022 for the Maritime and Aviation divisions. Staff shared that in 2022, Maritime Scope 1 and 2 GHG emissions decreased by 17 percent from the 2005 baseline, which accounts for 14 percent of portwide emissions, and Aviation Scope 1 and 2 GHG emissions decreased by 48 percent from the 2005 baseline, which accounts for 86 percent of portwide emissions. Commissioners discussed the importance of tracking and communicating the investments the Port is making and health benefits to the community. Commissioners were also briefed on the Duwamish Parks assessment strategy, which will include a strong community engagement component.

7. PUBLIC COMMENT

- The following person spoke regarding democratic process: Alex Tsimerman.
- The following person thanked the Port for the 2023 cruise season and spoke regarding crew life and data for Royal Caribbean Group: Michael Jaworski.
- The following people spoke in support of Agenda Item 11a, South King County Community Impact Fund Annual Report and Evaluation: Violet Vega; Ruth Harmony; Adam Powers (*written comments attached*); Nyambura Ruhui; Chris Pierson; Angela Ngiangi Dian-Sasila; and Santa Tamsang.

[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 September 26, 2023.**
- 8b. Approval of the Claims and Obligations for the Period September 1, 2023, through September 30, 2023, Including Accounts Payable Check Nos. 949989 through 950358 in the Amount of \$14,929,671.83; Accounts Payable ACH Nos. 058329 through 059214 in the Amount of \$63,656,138.66; Accounts Payable Wire Transfer Nos. 016137 through 016152 in the Amount of \$13,650,008.09; Payroll Check Nos. 208789 through 209322 in the Amount of \$213,803.50; and Payroll ACH Nos. 1153809 through 1158540 in the Amount of \$15,182,251.54, for a Fund Total of \$107,631,873.62**

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

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

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

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

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

Opposed: (0)

10. NEW BUSINESS

- 10a. Authorization for the Executive Director to Advertise, Award and Execute a Major Public Works Contract, and Fund Construction for Sound Insulation on Places of Worship Program in an Amount Not-to-Exceed \$3,500,000 of the Total Program Cost of \$25,872,000. (CIP #C200098)**

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

Presenter(s):

Stephen St. Louis, Capital Project Manager V, AV Project Management Group

Clerk Hart read Item 10a into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- the authorization request – to support acceleration of the program; authorize construction of three eligible places of worship properties; and funding in the amount of \$3.5m of construction authorization;
- places of worship milestones; and
- sound insulation programs status update.

Discussion ensued regarding:

- collection of data on failed installations;

- a consultant hired and targeted program kick-off in early 2024;
- potential federal funding;
- understanding the scope of failed packages in our region;
- defining further what the noise program is and federal approval of the program;
- potential state legislators' interest in state funding for this purpose and use of the Port's equity tool to guide prioritization;
- trying to see if there are any trends in where previous packages may have failed; and
- reporting back regarding the assessment.

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

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

Opposed: (0)

10b. Authorization for the Executive Director to Approve Additional Design Funding to Execute the Remaining Service Agreements for Professional Design and Port-Related Cost for all Project Elements and Improvements Necessary to Complete Design, and Inclusion of a 1 Percent Art Program Investment, for the T91 Uplands Development Project in the Amount of \$4,500,000 and a Total Estimated Project Cost of \$84,000,000. (CIP# C800158).

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

Presenter(s):

Dave McFadden, Managing Director, Economic Development Division
Kyra Lise, Director of Real Estate Development and Economic Development
Stefan Wynn, Capital Project Manager IV, Waterfront Project Management

Clerk Hart read Item 10b into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- the project location;
- providing new facilities to support maritime manufacturers and suppliers;
- changes to the project since inception and major phased development;
- project scope and details;
- application of the Sustainable Evaluation Framework and environmental elements to achieve LEED certification; and
- project risks, development schedule; project estimate; and plan status.

Discussion ensued regarding:

- added square footage and new infrastructure upgrades;
- lease income once facilities are occupied;
- providing for better mobility;
- updating data regarding manufacturing areas;
- strategic location of the property to shoreline access;
- goals around dark sky compliance;

- truck traffic; and
- input and involvement from the NAC.

(Commissioner Calkins exited the meeting at 1:30 p.m.)

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

11a. South King County Community Impact Fund Annual Report and Evaluation.

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

Presenter(s):

Bookda Gheisar, Senior Director, Equity, Diversity and Inclusion
Guadalupe Torres, Community Investments Program Manager, Equity, Diversity, and Inclusion
Ilays Aden, Environment Program Coordinator, External Relations
Marie Bravo, Latino Civic Alliance
Jaci Lomeli, Latino Civic Alliance
Armeye Eshete, Serve Ethiopians of WA

Clerk Hart read Item 11a into the record.

The presentation addressed:

- fund mission and vision;
- program background;
- economic recovery;
- partner sharing – pathways to established pre-apprenticeship training programs;
- measuring progress towards economic recovery;
- WMBE/small business support programs;
- environmental grants program overview;
- environmental program Cycle 2 and 3 projects;
- environmental partner sharing – stewardship model;
- environmental improvement project outcomes;
- process improvements;
- community capacity building and outreach;
- fund evaluation and assessment; and
- recommendations.

Discussion ensued regarding:

- gratitude to the organizations who came to speak about the program and to those participating in the program;
- mapping of trees and tracking by city parks departments;
- how projects are prioritized;
- the opportunity to expand the Port's reach in this area of work;

- coming to agreement of what a consensus process will look like;
- grant matches;
- the grant application process;
- possibly incorporating outdoor ecotourism opportunities in the program, recognizing that projects would need to meet the criteria to be a public improvement;
- current status of applying for this grant cycle; and
- expectations in year four of the program.

11b. 2024 Maritime and EDD Operating and CIP Budgets Briefing.

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

Presenter(s):

Dave McFadden, Managing Director, Economic Development Division
Kelly Zupan, Director, Seaport Finance and Budget
Stephanie Jones Stebbins, Managing Director, Maritime Division Administration

Clerk Hart read Item 11b into the record.

Executive Director Metruck introduced the item.

The presentation addressed:

- the 2024 budget timeline;
- 2024 Maritime Division budget;
 - budget drivers
 - SWOT analysis
 - equity in budgeting highlights
 - 2024 priorities
 - financial trends
 - net operating income by business
 - maritime revenues and expenses
 - cruise operations data
 - recreational boating data
 - Elliott Bay fishing and commercial operations data
 - ship cancel fishing and operations
 - maritime portfolio management
 - grain terminal data
 - maritime maintenance
 - waterfront project management
 - maritime environment and sustainability
 - consultant support for environmental
 - security
 - full-time employees requests.
- joint venture and stormwater utility summary;
 - port interest in Northwest Seaport Alliance
 - stormwater utility budget.
- Economic Development Division;

- budget drivers
- SWOT analysis
- equity in budgeting highlights
- economic development revenues and expenses
- financial trends
- portfolio management financial trends
- diversity in contracting
- tourism
- real estate development and management
- innovation and partnerships.
- Seaport;
- maritime and economic development Capital Improvement Plans (CIP); and
 - CIP timelines
 - projects by status
 - updates on major projects underway
 - key projects postponed
 - future capital funding factors.
- next steps.

Discussion ensued regarding:

- providing all rate comparisons for recreational boating to the Commissioners for their information;
- grain terminal production demand decline;
- acquiring land in the Duwamish area for staff working in that area;
- how mid-cap projects are defined; and
- Elliott Bay revenue from fishing.

12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS

Members of the Commission and Executive Director Metruck recognized Rudy Caluza, Director of Accounting and Financial Reporting, for his career in public service, for his years in service to the Port of Seattle, and for his accomplishments during this time.

13. ADJOURNMENT

There was no further business and the meeting adjourned at 4:05 p.m.

Prepared:

Michelle M. Hart, Commission Clerk

Attest:

Fred Felleman, Commission Secretary

Minutes approved: October 24, 2023