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APPROVED MINUTES
COMMISSION SPECIAL MEETING

July 9, 2024

The Port of Seattle Commission met in a special meeting Tuesday, July 9, 2024. The meeting was held at the Seattle-Tacoma International Airport Conference Center located at: 17801 International Blvd, Mezzanine Level, Seattle, Washington, and virtually on Microsoft Teams. Commissioner Mohamed was absent and excused from attendance. Commissioner Felleman arrived at 12:16 p.m.

1.

CALL to ORDER

The meeting was convened at 10:32 a.m. by Commission Vice-President Toshiko Hasegawa.

2.

EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting recessed into executive session to discuss two items regarding litigation/potential litigation/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 12:09 p.m. Commission Vice-President Hasegawa led the flag salute.

3.

APPROVAL of the AGENDA

The agenda was approved as presented without objection.

[Clerk's Note: Item 8d was removed from the Consent Agenda later in the meeting without objection, and was addressed separately after adoption of the Consent Agenda.]

In favor: Calkins, Cho, and Hasegawa (3)

Opposed: (0)

4.

SPECIAL ORDERS OF THE DAY

4a. A Proclamation Celebrating the 75th Anniversary of Seattle-Tacoma International Airport.

Requested document(s) included a proclamation.

Presenter(s):

Francis Choe, Commission Strategic Advisor, Commission Office

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

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Clerk Hart read Item 4a into the record.

Executive Director Metruck spoke regarding the significance of SEA's 75th anniversary; becoming one of the few port authorities in the nation to oversee both air and seaports; and the number of passengers the airport currently serves today.

Commission Strategic Advisor Francis Choe read the celebratory proclamation into the record.

Members of the Commission spoke regarding the economic and transportation role the airport plays in the region and expressed appreciation to the staff through the years who have made SEA a worldclass airport.

5.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Metruck previewed items on the day's agenda and made general and meeting-related announcements. Executive Director Metruck and Members of the Commission recognized Economic Development Director Dave McFadden in his upcoming retirement; acknowledged his contributions to the organization; and thanked him for his years of service to the Port of Seattle.

6.

COMMITTEE REPORTS

Commission Strategic Advisor Erica Chung provided committee reports. Equity and Workforce Development Committee Commissioners Hasegawa and Calkins convened the Equity and Workforce Development Committee on June 28, 2024. The committee received two briefings - 2023 Workforce Development Annual Report and 2023 Priority Hire and Apprenticeship Annual Report. Both items appear on today's agenda for the Commission's information.

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7. PUBLIC COMMENT

- The following people spoke in opposition to the recently approved Carnival Cruise long-term berthing agreement: Stacy Oaks and Patrick McKee (written comments also submitted).
- The following people spoke on behalf of the developer and in support of Item 8d on the agenda, regarding the Des Monies Creek West project: Len Psyk and David Goodsell.
- The following people spoke in opposition to Agenda Item 8d, speaking to effects on near-airport communities in vicinity of the business park: Cheryl Bourg; Jenny Russo; Barbara McMichael; Sandy Hunt; Olivia Bronson; and JC Harris.
- The following people spoke Agenda Item 11a with respect to keeping PortJobs located within the main airport facility: LeeAnn Subelbia; Don Bent; and Heather Worthley.
- The following person spoke regarding the proclamation celebrating SEA's 75th anniversary: Joe Kunzler.
- The following person spoke in support of Agenda Items 11a, 11b, and 11c, and in support of workforce development: Luis Navarro.

[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 Special and Regular Meetings of June 25, 2024, and the Special Meeting of June 26, 2024.

8b.

Approval of the Claims and Obligations for the Period June 1, 2024, through June 30, 2024, including Accounts Payable Check Nos. 954036 through 954472 in the Amount of \$6,302,618.58; Accounts Payable ACH Nos. 066908 through 067698 in the Amount of \$134,134,333.89; Accounts Payable Wire Transfer Nos. 016326 through 016343 in the Amount of \$12,141,188.56; Payroll Check Nos. 212924 through 213311 in the Amount of \$72,270.75; and Payroll ACH Nos. 1201302 through 1206190 in the Amount of \$16,639,665.46, for a Fund Total of \$169,290,077.24.

Request document(s) included an agenda memorandum.

8c.

Monthly Notification of Prior Executive Director Delegation Actions June 2024.

Request document(s) included an agenda memorandum for information only.
8d 1.

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Authorization for the Executive Director to Take All Necessary Steps and Execute All Purchase and Sale Documents, Including the Ground Lease Amendment, for the Purchase of a 19,881 Square Foot, Underutilized and Adjacent Parcel From the City of Des Moines to Enhance Accessibility and the Overall Developability of the Des Moines Creek West Project, in the Requested Amount of \$700,000.

Agenda Item 8d was removed from the Consent Agenda and addressed separately.

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Request document(s) included an agenda memorandum, lease amendment, agreement, and presentation.
8e.

Authorization for the Executive Director to Execute a Contract(s) to Renew the Tableau Software License Agreement in an Amount Not-to-Exceed \$5,000,000 for a Total Term of Up to Ten Years.

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

Authorization for the Executive Director to Execute Related Project Change Orders, Amendments, Work Authorizations, Purchases, Contracts, and Take Other Actions Necessary to Support the Delivery of the Satellite Transit System (STS) Controls Renewal and Upgrade Project at the Seattle-Tacoma International Airport, for a Total Estimated Project Cost of \$78,240,000. (CIP #C801043).

Request document(s) included an agenda memorandum.
The motion for approval of consent agenda items 8a, 8b, 8c, 8e, and 8f carried by the following vote:

In favor: Calkins, Hasegawa, and Mohamed (3)

Opposed: (0)

ITEMS REMOVED FROM THE CONSENT AGENDA

8d.

Authorization for the Executive Director to Take All Necessary Steps and Execute All Purchase and Sale Documents, Including the Ground Lease Amendment, for the Purchase of a 19,881 Square Foot, Underutilized and Adjacent Parcel From the City of Des Moines to Enhance Accessibility and the Overall Developability of the Des Moines Creek West Project, in the Requested Amount of \$700,000.

Request document(s) included an agenda memorandum, lease amendment, agreement, and presentation.

Commission Clerk Michelle Hart read the item into the record.

Executive Director Metruck introduced the item.

Director of Real Estate Development and Planning Administration Kira Lise, and Director of Economic Development David McFadden, provided a report to the Members of the Commission regarding the site location; prior action of the Commission and terms of the development agreement; and role of the City of Des Moines with respect to the project.

Discussion ensued regarding:

- public notice to property owners near the project and public comment opportunities through the city of Des Moines;

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permitting processes occurring through the city of Des Moines;
notice provided by the city of Des Moines;
formally requesting the city of Des Moines to implement the Port's tree replacement standards; and
encouraging community engagement at the city level.

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

In favor: Cho, Calkins, Hasegawa, and Mohamed (3)

Opposed: (0)

10. NEW BUSINESS

There were no New Business items presented.

11. PRESENTATIONS AND STAFF REPORTS

11a. 2023 Workforce Development Annual Report.

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

Presenter(s):

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

Anna Pavlik, Director, Workforce Development

Jerry Jordan, Pre-Apprenticeship Construction Training Director, Seattle Colleges

Robert Jones, Vice President, Youth and Workforce Development, Urban League of Metropolitan Seattle

Heather Worthley, Executive Director, Port Jobs

Dinah Romero, AMT Graduate

Clerk Hart read Item 11a into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- advancing regional workforce development in port-related industries by providing equitable access to quality careers;
- 2023 workforce development highlights;
- demographics and outcomes in the construction sector;
- demographics and outcomes in the maritime sector;
- creating green jobs, partnerships, and programs to support workforce diversification and lowering barriers to entry and retention;
- demographics and outcomes in the aviation sector;
- successes and challenges for expanding partnerships and job outcomes;
- 2024 priorities; and
- community partners in 2023.

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Members of the Commission heard from external partners and Dinah Romero, Aviation Maintenance Technician graduate and discussed the need for more skilled workers; engagement with tribal communities and veterans; and the port jobs program.

11b. SEA Childcare Services Evaluation Project.

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

Presenter(s):

Julie Collins, Director, Customer Experience and Brand Strategy

Cate Bridenstine, Chief Executive Officer, The Imagine Institute

Clerk Hart read Item 11b into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- staffing challenges in 2023 – 2023 heightened awareness of employee childcare needs to ensure full operations and necessary services at SEA and for airports around the country;
- U.S. airport research conducted and SEA airport employee needs survey;
- funding in the 2024 budget to conduct an airport employee childcare services evaluation;
- legal and financial feasibility reviews underway;
- study focus areas and current partnership projects;
- project considerations;
- the Imagine Institute’s project to explore airport childcare concepts;
- affordability, accessibility, and flexibility in providing childcare services;
- potential funding sources;
- identified childcare concepts, timing, and cost variables, and
- developing a strategic implementation plan round viability/sequencing of identified concepts as a next step in the discussion.

Members of the Commission and presenters discussed:

- what other port entities are doing with respect to childcare for workers;
- the potential in cost savings realized by lessening employee turnover and re-training;
- sharing the report with the Highline Forum; and
- grants and other funding opportunities that may be available to support childcare services.

11c. SEA Childcare Services Evaluation Project.

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

Presenter(s):

Janice Zahn, Chief Engineer, Engineering General Services

Brian Sweet, Director, Engineering Construction Management

Samuel Pierce, Construction Labor Priority Hire, Construction Services

Ellrol Gartrell, Apprentice/Priority Hire Specialist

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Agenda Item 8c was forwarded to the July 23, 2024, agenda, without objection.
13.

ADJOURNMENT

The meeting adjourned at 3:38 p.m.

Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Ryan Calkins, Commission Secretary

Minutes approved: July 23, 2024

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