



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

APPROVED MINUTES COMMISSION REGULAR MEETING

May 27, 2025

The Port of Seattle Commission met in a regular meeting Tuesday, May 27, 2025. The meeting was held at the Seattle-Tacoma International Airport Conference Center, located at 17801 International Blvd, Seattle WA, Mezzanine Level, Seattle, Washington, and virtually on Microsoft Teams.

1. CALL to ORDER

The meeting was convened at 10:32 a.m. by Commission President Toshiko Hasegawa. All members were in attendance.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting recessed into executive session to discuss one item regarding litigation/potential litigation/or legal risk per RCW 42.30.110(1)(i) and national security per RCW 42.30.110(1)(a)(i) for approximately 30 minutes; and a second item regarding litigation/potential litigation/or legal risk per RCW 42.30.110(1)(i) for approximately 30 minutes, with the intention of reconvening the public session at 12:00 p.m. Following the executive session, the public meeting reconvened at 12:03 p.m. Commission President Hasegawa led the flag salute.

3. APPROVAL of the AGENDA

The agenda was approved as presented without objection.

4. SPECIAL ORDERS OF THE DAY

There were no Special Orders of the Day 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

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

Francis Choe, Commission Office Strategic Advisor, presented committee reports as follows:

Portwide Arts and Culture Board

Commissioners Calkins and Felleman participated in the Portwide Arts and Culture Board meeting on Friday May 16, 2025. The Board discussed the vacancy of a public board member but were unable to reach a decision at this meeting. The Committee also received an update from the Lumiere Group regarding its Strategic Plan.

Airport Workforce Conditions Ad Hoc Committee

Commission President Hasegawa and Commissioner Mohamed convened the Airport Workforce Conditions Ad Hoc Committee on May 20, 2025. Staff briefed Commissioners on labor union's request for airport badging to access the secure area of the airport for the purpose of communication and meetings with represented employees. It was noted that an Order will be brought forward for Commission consideration at the May 27, 2025, Commission meeting, directing the Executive Director to evaluate issuing airport badges to union representatives for the purpose of supporting represented employees.

Aviation Committee

Commissioners Cho and Felleman convened the Aviation Committee on May 20, 2025. Commissioners heard that the start-up of the SEA Moves transit management association is proceeding on track and mostly on schedule, with travel demand modeling for different scenarios.

Commissioners also received a preview of the Port's preparations for the 2026 FIFA World Cup and the 2025 Club World Cup.

Equity and Workforce Development Committee

The Equity and Workforce Development Committee met on May 20, 2025, with Commissioners Hasegawa and Mohamed in attendance. There were two briefing items: the WMBE Annual Report and an update regarding Diversity in Contracting goals.

Sustainability, Environment, and Climate Committee

Commissioners Cho and Calkins convened the Sustainability, Environment, and Climate Committee on May 23, 2025. Commissioners received an update on the Maritime Climate and Air Action Plan accomplishments and challenges in 2024 and strategies for 2025.

7. PUBLIC COMMENT

- The following people spoke in support of education, mentorship, and opportunities provided by Port of Seattle Diversity in Contracting programs: Karla Butler and Venky Ramakrishnan (*written comments also submitted*).
- The following person spoke regarding public attendance and participation at StART meetings, limited by the StART Steering Committee, and no representation allowed from the Vashon Island Community: David Goebel.
- In lieu of spoken comment, written comments regarding the Port's Diversity in Contracting programs and opportunities provided through those programs were submitted by: Alex Rolluda, Rolluda Architects.
- In lieu of spoken comment, written comments asking the Port to take immediate action to reduce harms caused by Seattle's cruise sector and to reduce the number of cruise sailings were submitted by: Kaylee Robertson.
- In lieu of spoken comment, written comments encouraging the Port to enhance Diversity in Contracting programs with policies that ensure early payments and transparent procurement access for small businesses were submitted by: Marcus Cola, Apex Electrical Group.

[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 the Regular Meeting Minutes of May 13, 2025, and Special Meeting Minutes of May 20, 2025.**
- 8b. Approval of the Claims and Obligations for the Period of January 1, 2025, through January 31, 2025, Including Accounts Payable Check Nos. 955972 through 956486 in the Amount of \$14,082,510.47; Accounts Payable ACH Nos. 070508 through 073228 in the Amount of \$104,416,075.67; Electronic Fund Transfer Nos. 069383 through SXL383-512 in the Amount of \$29,698,916.75; Payroll Check Nos. 227556 through 228026 in the Amount of \$144,161.01; and Payroll ACH Nos. 1227495 through 1234749 in the Amount of \$25,660,986.20, for Total Payments of \$174,002,650.10.**

Approval of the Claims and Obligations for the Period of February 1, 2025, through February 28, 2025, Including Accounts Payable Check Nos. 956487 through 956892 in the Amount of \$9,400,090.63; Accounts Payable ACH Nos. 071487 through 072202 in the Amount of \$64,969,784.42; Electronic Fund Transfer Nos. 069398 through 069408 in the Amount of \$122,874,968.46; Payroll Check Nos. 228027 through 228465 in the Amount of \$149,755.51; and Payroll ACH Nos. 1234750 through 1239817 in the Amount of \$18,763,469.82, for Total Payments of \$216,158,068.84.

Approval of the Claims and Obligations for the Period of March 1, 2025, through March 31, 2025, Including Accounts Payable Check Nos. 956893 through 957329 in the Amount of \$8,688,166.33; Accounts Payable ACH Nos. 072203 through 073021 in the Amount of \$63,208,399.44; Electronic Fund Transfer Nos. 069409 through 069420 in the Amount of \$13,647,454.10; Payroll Check Nos. 228466 through 228758 in the Amount of \$107,873.37; and Payroll ACH Nos. 1239818 through 1244648 in the Amount of \$20,233,924.08, for Total Payments of \$105,885,817.32.

Request document(s) included an agenda memorandum 1, agenda memorandum 2, and agenda memorandum 3.

- 8c. Adoption of Resolution No. 3837: A Resolution Authorizing the Issuance and Sale of Intermediate Lien Revenue and Refunding Bonds in One or More Series in the Aggregate Principal Amount of Not-to-Exceed \$950,000,000, for the Purpose of Financing or Refinancing Costs of Port Projects and for the Purpose of Refunding Certain Outstanding Revenue Bonds of the Port; Setting Forth Certain Bond Terms and Covenants; and Delegating Authority to Approve Final Terms and Conditions and the Sale of the Bonds.**

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

- 8d. Authorization for the Executive Director to Complete the Design for the Parking Garage Rehabilitation Project at Seattle-Tacoma International Airport for an Additional Requested Amount of \$6,785,000, for a Total Authorization of \$8,885,000. (CIP C#801307).**

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

- 8e. Authorization for the Executive Director to Approve the Office of Equity, Diversity, and Inclusion to Invest \$208,500 in Aviation Security Training for the Next Three Years 2026 – 2028 for the Purpose of Providing Aviation Security Training to Seattle-Tacoma International Airport Employees and Near-Port Community Members.**

Request document(s) included an agenda memorandum.

- 8f. Authorization for the Executive Director to Increase Funding to Complete S Concourse Evolution Base Building Design, to Execute a Professional Services Contract for Design Services and Construction Bid Packages for the A6 Widebody Remediation, to Advertise and Execute Construction Contracts for Cargo 3, Cargo 6, and Gate D6, to Advertise and Execute a Program Specific Contract for Special Testing and Inspection, to Modify the Existing United Airlines Lease for the Cargo 3 Maintenance Facility, and to Transfer Scope and Budget of \$25,000,000 from CIP #C801375 to #CIP C801203 for Gate A6 Widebody Remediation, in the Total Requested Amount of \$125,000,000.**

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

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

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

Opposed: (0)

10. NEW BUSINESS

- 10a. Commission Adoption of Order No. 2025-07: An Order to Direct the Executive Director to Evaluate Issuing Airport SIDA Badges to Union Representatives for the Purpose of Supporting Represented Employees.**

Requested document(s) included an Order.

Presenter(s):

Aaron Pritchard, Chief of Staff, Commission

Clerk Hart read Item 10a into the record and Commission Chief of Staff Pritchard introduced the item.

The presentation addressed the purpose of the Order - to direct the Executive Director to evaluate issuing SIDA badges to union representatives for the purpose of meeting with represented employees and administering collective bargaining agreements on the sterile side of security. This Order directs the Executive Director to conduct the necessary legal, operational, and security analysis regarding Port-issued SIDA access badges for union representatives, and to return to the Commission with recommendations.

Members of the Commission supported the Order and thanked Commission President Hasegawa for bringing the Order forward; appreciated airport employees who brought the discussion forward; and stated that they look forward to receiving the study recommendations.

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. Workforce Development Annual Report.

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

Presenter(s):

Anna Pavlik, Director, Workforce Development
Girmay Worku, Port of Seattle Airfield Operations Specialist
Christina Vandermeer, Piledriver Apprentice with WA State United Brotherhood of Carpenters
JATC

Clerk Hart read Item 11a into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- structure of workforce development for the Port of Seattle;
- the Port's commitment to advancing regional workforce development in port-related industries by providing equitable access to quality careers;
- building maritime career awareness;
- 2024 workforce development highlights and progress towards commitments;
- plans underway – shifting from jobs to careers;
- plans for strategic investments to deliver on outcomes;
- work being done in the aviation sector and exploring developments including the childcare navigator, taxi driver employment navigator, and aviation security training pathways;
- building the construction pathway;
- maritime sector programs;
- growing green jobs and increasing program access for Duwamish Valley residents; and
- Port workforce development program partners.

Girmay Worku and Christina Vandermeer, Port employees, shared their experiences working through Port of Seattle workforce development programs, including Port Jobs and Airport University and apprenticeships, building their knowledge and skills through available educational and job opportunities.

Discussion ensued regarding:

- holding positions at Maritime High School for maritime and aviation interns;
- curriculum development;
- the solicitation and hiring process for the Duwamish Valley Navigator position;
- spreading economic opportunity to the community;
- engaging tribal youth;
- best strategies in developing partnerships;
- leaning into successes and building into emerging areas of skills and work;
- awareness and exploration programs to get opportunities in front of children early;

- benefits of doing hands-on work;
- how asylum seekers going through Port Jobs are identified; and
- smaller community-based organizations' interactions with these Port programs.

11b. SEA Stakeholder Advisory Round Table (StART) Annual Report.

Presentation document(s) included an agenda memorandum, priorities one-pager, 2025 legislative priorities, report policy working group, report aviation noise working group, annual report, agenda summary, and presentation.

Presenter(s):

Andres Mantilla, StART's facilitator and Partner at Uncommon Bridges
Marco Milanese, Senior Community Engagement Manager, External Relations
Eric Schinfeld, Sr. Manager, Federal and International Government Relations, External Relations

Clerk Hart read Item 11b into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- an overview of the StART forum - intended to enhance cooperation and tackle the airport-related issues of most relevance to SEA's neighboring cities;
- StART participants and composition;
- Aviation Noise Working Group accomplishments;
- StART Policy Working Group accomplishments; and
- 2025 State legislative priorities.

Members of the Commission thanked staff for the presentation and annual report.

Discussion ensued regarding:

- reinstatement of noise insulation program state funding;
- the format of StART meetings and policy decisions from the Steering Committee in this regard;
- recommendation to the Steering Committee regarding a seat on StART for Vashon Island representation;
- making sure airlines understand the importance of data to support accomplishments;
- StART's work with the Highline Forum; and
- partnering with military bases for regional airport operations.

11c. Diversity in Contracting 2024 Annual Report and Resolution No. 3836: Amending the Diversity in Contracting Directive Policy to Increase Women and Minority Business Opportunities Briefing.

Presentation document(s) included an agenda memorandum 1, agenda memorandum 2, attachment 1, attachment 2, and presentation.

Presenter(s):

Mian Rice, Director, Diversity in Contracting
Emily Ho, Program Manager, Diversity in Contracting
Lawrence Coleman, Women/Minority Business Ent Manager, Diversity in Contracting

Clerk Hart read Item 11c into the record.

Executive Director Metruck introduced the item and presenters.

The presentation addressed:

- the purpose of the Port's Diversity in Contracting goals – to advance equity and address contracting disparities by increasing the utilization of Women Business Enterprises (WMBE) and other disadvantaged firms;
- 2024 WMBE data;
- portwide WMBE utilization;
- 2024 portwide spend distribution;
- utilization by ethnicity;
- 2024 division goal attainment (non-construction);
- non-construction and construction use data 2019 – 2024;
- the Diversity in Contracting Report Card – 2024 was the 'gap year' following the five-year Diversity in Contracting program goal;
- training and outreach in 2024;
- updating the Diversity in Contracting Policy Directive – directive language updates and program improvements;
- 2025 program goals;
- proposed number of WMBE firms utilized goal;
- 2025 training and program outreach; and
- next steps moving forward with the program.

Discussion ensued regarding:

- Diversity in Contracting department partners;
- educational outreach strategies;
- if Port of Seattle goals are comparable to other regional entities' goals;
- including 'prompt payment' in the coming policy directive update;
- percentage of spending going to white-owned firms;
- record spending for WMBE's in 2024; and
- metrics related to percentages used in goal setting and the number of WMBE firms - with the Port's annual dollar spend fluctuating every year, the program should consider a fixed dollar amount in goal setting.

[Clerk's Note: Commissioner Calkins exited the meeting at 2:53 p.m.]

Commission President Hasegawa thanked staff for their work in managing stakeholder meetings and voiced Commission support to continue the ongoing work.

12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS

Commissioner Felleman recognized institutional impacts due to retirements of long-time Port employees and commented regarding their continued participation in the Port even after retirement.

13. ADJOURNMENT

The meeting adjourned at 3:23 p.m.

Prepared:

Michelle M. Hart, Commission Clerk

Minutes approved: June 24, 2025

Attest:

Sam Cho, Commission Secretary