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APPROVED MINUTES COMMISSION REGULAR MEETING

August 12, 2025

The Port of Seattle Commission met in a regular meeting Tuesday, August 12, 2025. The meeting was held at the Port of Seattle Headquarters Building Commission Chambers, located at 2711 Alaska Way, Seattle Washington, and virtually on Microsoft Teams. Commissioner Felleman was excused from attendance at the meeting.

1. CALL to ORDER

The meeting was convened at 10:31 a.m. by Commission 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), with one item also regarding National Security per RCW 42.30.110(1)(a)(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 12:03 p.m. Commission President Toshiko Hasegawa led the flag salute.

3. APPROVAL of the AGENDA

The agenda was approved, as amended, with Agenda Item 8j removed from the Consent Agenda.

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

Airport Workforce Conditions Ad Hoc Committee

Commissioners Hasegawa and Mohamed convened the Airport Workforce Conditions Ad Hoc Committee on July 15, 2025, where they received a briefing on the SEA Workers Healthcare study findings, which analyzed the effects of healthcare benefits on business outcomes. Commissioners

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

thanked the researchers for their thorough analysis and recommended that staff conduct external and business partner stakeholder engagements. The Committee approved the proposed timeline for policy development.

Audit Committee

The Audit Committee was convened on July 15, 2025, with Commissioners Calkins and Mohamed in attendance, joined by Public Member Sarah Holmstrom. The Committee received the 2024 Financial Statement Audit Results from external auditor Moss Adams. The audit looked at the Internal Control Environment; management estimates; the Northwest Seaport Alliance joint venture; looked at capital assets; bond activity; environmental remediation liability; revenue recognition; airline lease and operating agreements; compensated absences; fiduciary activities; and the FAA airport improvement program. There were no uncorrected adjustments identified as part of the auditor's procedures, and no internal control or compliance findings were made. The Committee further received general audit updates; approved an update to the 2025 Audit Plan; and received performance audit and limited control compliance audit reports. Committee members then recessed to closed session to discuss security-sensitive information related to third-party risk management.

Aviation Committee

Commissioners Felleman and Cho convened the Aviation Committee on July 29, 2025. Commissioners discussed an external TSA checking idea and potential barriers. Commissioners then asked how bus service will work during the 2026 FIFA World Cup, and how that service could be continued after the event. Commissioners were then briefed on the 2026 SEA Business Plan, which emphasized SEA's strengths, discussed challenges ahead, and set goals for the year. Commissioners and staff reaffirmed commitments to the Port's sustainable evaluation framework and inquired into the Port's current non-aviation revenue. Lastly, Commissioners were updated on the current federal funding risks and discussed how best to mitigate the potential loss.

Equity and Workforce Development Committee

The Equity and Workforce Development Committee met on July 15, 2025, with Commissioners Mohammed and Hasegawa in attendance. Two briefings were provided - an update on the Youth Maritime Career Launch Program and a report on the Port of Seattle's Anti-Human Trafficking Initiative.

Sustainability, Environment, and Climate Committee

Commissioner Calkins and Cho convened the Sustainability, Environment, and Climate Committee on July 15, 2025. Commissioners received an update on the Central Mechanical Plant Decarbonization and Resiliency Study and next steps, which is part of the Port's Pathway to Net Zero by 2040 scope 1 and scope 2 actions. After much discussion, Commissioners approved the recommendations to move forward with emerging technology strategy and centralized generation system.

Sustainability, Environment, and Climate Committee

The Committee also met on August 8, 2025, with Commissioners Cho and Calkins. Commissioners were briefed on the Sustainable Maritime Fuels Collaborative Development from its initial planning in 2023, including stakeholders, mission and values, structure, and short-term and long-term

priorities. The Committee discussed next steps forward, engagement with the hydrogen hub, and reasons for building capacity and demand early.

Highline Forum

The Highline Forum, hosted by Highline College, met on July 23, 2025, with Tukwila Councilmember Pappan presiding. As the Host, Vice President of Institutional Advancement, Josh Gerstman, delivered a comprehensive update on college activities. CEOs and Presidents of Explore Seattle Southside (Mark Everton) and the Seattle Southside Chamber of Commerce (Samantha Le), aided by Cydney Marks-Nicholes from Explore Seattle Southside then provided an overview of the activities and information available to the local communities in planning ahead for the 2026 FIFA World Cup. , Highline College's Dr. Tanya Powers; Highline School District's Gaye Bungart; and Port of Seattle's Anna Pavlik then shared their commitments and efforts towards Workforce Development programs in the Highline Area. Further, Interim Aviation Managing Director Arif Ghouse provided an update from the StART committee. He noted that StART members have begun the community roundtable's workplan for next year. During the round table sharing, Port of Seattle Local Government Relations Manager Dave Kaplan shared an update on the Sustainable Airport Master Plan environmental review process.

7. PUBLIC COMMENT

- The following person spoke in support of the cruise industry, thanked the Port for continuing to learn about cruise industry efforts to protect the environment and to training to their crews, as well as for shore power availability and a great guest experience for those passing through the Port: Sally Andrews, Cruise Lines International Association.

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 July 8, 2025.

8b. Monthly Notification of Prior Executive Director Delegation Actions July 2025.

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

8c. Approval of the Claims and Obligations for the Period of July 1, 2025, through July 31, 2025, Including Accounts Payable Check Nos. 958749 through 959299 in the Amount of \$11,132,936.94; Accounts Payable ACH Nos. 075601 through 076541 in the Amount of \$90,001,075.04; Electronic Fund Transfer Nos. 069473 through 069495 in the Amount of \$22,913,517.65; Payroll Check Nos. 229174 through 229347 in the Amount of \$223,210.74; and Payroll ACH Nos. 1259761 through 1264791 in the Amount of \$18,997,379.98, for Total Payments of \$143,268,120.35.

Request document(s) included an agenda memorandum.

8d. Authorization for the Executive Director to Execute a New Collective Bargaining Agreement Between the Port of Seattle and the International Association of Firefighters, Local 1257, Representing Firefighters, Captains and Battalion Chiefs at

the Fire Department Covering the Period from January 1, 2025, through December 31, 2027.

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

- 8e. Authorization for the Executive Director to Execute a New Collective Bargaining Agreement Between the Port of Seattle and the International Brotherhood of Teamsters, Local 117, Representing Traffic Support Specialists at the Police Department Covering the Period from January 1, 2025, through December 31, 2026.**

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

- 8f. Authorization for the Executive Director to Execute Two Indefinite Delivery, Indefinite Quantity (IDIQ) Contracts for \$7,500,000 Each for Aviation Planning Services at Seattle-Tacoma International Airport, for a Total Amount Not-to-Exceed \$15,000,000.**

Request document(s) included an agenda memorandum.

- 8g. Authorization for the Executive Director to Approve Additional Funding for Design and Construction of the Waterfront Smart Meters Program in the Amount of \$4,000,000, for a Total Authorized Amount of \$4,475,000, and a Total Estimated Program Cost of \$13,000,000. (CIP #C801269.**

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

- 8h. Authorization for the Executive Director to Execute a Program Design Support Services Agreement for Terminal 91 Capital Projects Included in the 5-Year Capital Plan.**

Request document(s) included an agenda memorandum.

- 8i. Authorization for the Executive Director to Authorize Budget and to Execute Contract(s) for the Acquisition of Approximately Twenty-Nine Police Vehicles and the Equipment Required to In-Service the Vehicles, in the Requested Amount of \$3,030,000.**

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

- ~~8j¹. Authorization for the Executive Director to Take All Steps Necessary to Complete the South 160th Street TNC Lot Improvement Project at Seattle-Tacoma International Airport, in the Requested Amount of \$1,100,000, for a Total Estimated Project Cost of \$8,400,000. (CIP #C801186).~~**

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

¹ Agenda Item 8j was removed from the Consent

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

Commissioner Cho and Members of the Commission recognized the passage of Agenda Item 8d and Port of Seattle Firefighters in attendance.

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

Opposed: (0)

ITEMS REMOVED FROM THE CONSENT AGENDA

8j. Authorization for the Executive Director to Take All Steps Necessary to Complete the South 160th Street TNC Lot Improvement Project at Seattle-Tacoma International Airport, in the Requested Amount of \$1,100,000, for a Total Estimated Project Cost of \$8,400,000. (CIP #C801186) .

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

Presenter(s):

Peter Lindsay, Senior Manager, Landside Operations

Heather Bornhorst, Capital Program Leader, AV Project Management Group

Clerk Hart read Item 8j into the record and Executive Director Metruck introduced the item.

The presentation addressed:

- the purpose of the project – to install permanent lighting systems, restroom and wash stations, and EV chargers at the S. 160th Street TNC parking lot;
- this request for additional funding to complete the work; and
- project location, progress, schedule, and budget.

Discussion ensued regarding:

- using the State contract through the Department of Enterprise Services for EV charging stations, including maintenance on the stations;
- the number of charging stations that will be available; and
- these charging stations being excluded from public charging station maps.

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

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

Opposed: (0)

9. UNFINISHED BUSINESS

There was no unfinished business presented.

(The regular meeting recessed at 12:43 p.m. and reconvened at 12:48 p.m.)

10. NEW BUSINESS

10a. Authorization for the Executive Director to Complete Design and Permitting to Replace the Existing Piers 1 and 2 of the Northwest Dock at Fishermen's Terminal in the Requested Amount of \$5,900,000, for a Total Preliminary Estimated Project Cost \$50,000,000 - \$70,000,000. (CIP #C800444).

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

Presenter(s):

Delmas Whittaker, Chief Operating Officer, Marine Maintenance
Mark Longridge, Capital Project Manager V, Waterfront Project Management

Clerk Hart read Item 10a into the record and Executive Director Metruck introduced the item.

The presentation addressed:

- project location, overview, and scope;
- current layout and condition of the piers;
- capital improvement plan status and plan certainty;
- project risks;
- preliminary schedule; and
- budget estimate.

Discussion ensued regarding:

- the amount of revenue, if any, generated through the piers;
- thousands of jobs supported by Fisherman's Terminal operations;
- communication with customers for placement at other docks while the work is being performed; and
- no reduction to overwater coverage.

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

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

Opposed: (0)

11. PRESENTATIONS AND STAFF REPORTS

11a. Q2 2025 Financial Performance Briefing.

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

Presenter(s):

Elizabeth Morrison, Interim Chief Financial Officer, Finance and Budget
Michael Tong, Director of Corporate Budget, Finance and Budget
Hiedi Popochock, Director of Aviation Finance and Budget
Kelly Zupan, Director of Seaport Finance and Budget

Clerk Hart read Item 11a into the record and Executive Director Metruck introduced the item.

The presentation addressed:

- key quarter highlights;
- Aviation Division;
 - passenger growth;
 - summary of operating expenses;
 - business and financial highlights;
 - debt service coverage ratio slightly lower than budget;
 - airport development fund balance;
 - 2025 capital spending forecast – 99 percent on target;
- Seaport;
 - key metrics year-to-date;
 - Seaport performance summary;
- Maritime Division;
 - 2025 financials – forecast and year-to-date;
 - Maritime capital – over budget, but below funding plan;
- Economic Development Division;
 - key variances between forecast and year-to-date budget;
 - department financials and business highlights;
- Central Services;
 - summary of operating expenses;
 - 2025 financial forecast summary; and
- Portwide;
 - financial summary year-to-date;
 - portwide capital spending.

Discussion ensued regarding:

- the capital spending forecast for the SEA Gateway project – less is being spent due to less contingency being spent, as well as experienced delays; and
- using Port cash flow to fund capital projects and having the ability to scale back capital projects in 2025 if needed to address unanticipated impacts.

12. QUESTIONS on REFERRAL to COMMITTEE and CLOSING COMMENTS

Commissioner Calkins recognized Delmas Whittaker, Chief Operating Officer, Marine Maintenance, and team, and everyone who contributed to the great Seafair events this year.

Commissioner Cho added that the Port should have a float in the Seafair Parade.

13. ADJOURNMENT

The meeting adjourned at 1:31 p.m.

**PORT COMMISSION MEETING MINUTES
TUESDAY, AUGUST 12, 2025**

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Prepared:

Attest:

Michelle M. Hart, Commission Clerk

Sam Cho, Commission Secretary

Minutes approved: September 9, 2025