



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

APPROVED MINUTES COMMISSION REGULAR MEETING APRIL 14, 2020

The Port of Seattle Commission met in a special meeting Tuesday, April 1, 2020. The meeting was held remotely in accordance with the governor's 'Stay at Home' order and Proclamation 20-28. Commissioners Bowman, Calkins, Cho, Felleman, and Steinbrueck were present.

1. CALL to ORDER

The meeting was called to order at 12:07 p.m. by Commission President Peter Steinbrueck, who led the flag salute.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110 – None.

3. APPROVAL of the AGENDA

Without objection, the preliminary agenda was revised to remove agenda item 6e from the Unanimous Consent Calendar for separate discussion and vote.

4. EXECUTIVE DIRECTOR'S REPORT

Executive Director Steve Metruck previewed items on the day's agenda and made announcements.

5. PUBLIC COMMENT

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

- Nat Stratton Clarke, Café Flora owner, regarding COVID-19 impacts on ADR tenants.
- Laura Gibbons, 350 Seattle, regarding airport expansion.
- Stacy Oakes, 350 Seattle, regarding the Port's Century Agenda goals.
- In lieu of spoken comment, Sarah Shifley submitted written materials regarding item 6f, which are attached as minutes [Exhibit A](#).
- In lieu of spoken comment, Bernedine Lund, Federal Way resident, submitted written materials regarding Port response to COVID-19, which are attached as minutes [Exhibit B](#).

6. UNANIMOUS CONSENT CALENDAR

[Clerk's Note: Items on the Unanimous Consent Calendar are not individually discussed. Commissioners may remove items for separate discussion and vote when approving the agenda.]

6a. Approval of the minutes of the regular meeting of February 11, 25 and March 10 and the special meeting of March 12, 2020.

- 6b. Approval of the [Claims and Obligations](#) for the period March 1, 2020, through March 31, 2020, including accounts payable check nos. 934687-935006 in the amount of \$4,364,906.85; accounts payable ACH nos. 024979-025763 in the amount of \$74,977,676.78; accounts payable wire transfer nos. 015331-015351 in the amount of \$8,284,835.90, payroll check nos. 195862-196052 in the amount of \$225,150.48; and payroll ACH nos. 957998-962308 in the amount of \$11,328,299.23 for a fund total of \$99,180,869.24.
- 6c. Authorization for the Executive Director to execute a contract for the Terminal Solid Waste Project at the Seattle-Tacoma International Airport for an estimated value of \$1,500,000. The amount of this request is \$600,000 with a total project estimated project cost of \$6,400,000. (CIP #C800945)

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

- 6d. Authorization for the Executive Director to execute an Engineering Services and Construction Agreement between Puget Sound Energy and the Port of Seattle for services to be performed by PSE on the Electric Utility Switching Project at Seattle-Tacoma International Airport. Amount to be paid to PSE by the Port estimated not exceed \$1,014,000. (CIP #C800699)

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

As noted above, agenda item 6e was temporarily postponed.

- 6f. Authorization for the Executive Director to execute one indefinite delivery indefinite quantity professional service agreement for civil design support services in support of multiple capital improvement program projects at Seattle-Tacoma International Airport. The maximum value of the contract is \$4,000,000 with a contract ordering period of five years.

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

- 6g. Authorization for the Executive Director to execute a contract for a Port-wide Learning Management System. The contract will be executed for up to a ten-year period and an estimated value of \$840,000.

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

- 6h. 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 Non-Sworn Communication Supervisors at the Police Department for the Port of Seattle covering the period from January 1, 2020, through December 31, 2022.

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

- 6i. Authorization for the Executive Director to advertise, award, and execute a construction contract and authorize construction of the Remote Aircraft Deicing project at the Seattle-Tacoma International Airport; and to enter into a reimbursable agreement with the Federal Aviation Administration for monitoring of critical FAA infrastructure within the project area during construction. This request is for \$14,555,000, of a total estimated project cost in the amount of \$17,700,000. (CIP #C801035)

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

- 6j. Authorization for the Executive Director to execute a contract for Video Management System technical support services at Seattle-Tacoma International Airport for a term of up to five years, with an estimated cost of \$1,200,000.

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

The motion for approval of consent items 6a, 6b, 6c, 6d, 6f, 6g, 6h, 6i, and 6j carried by the following vote:

In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)

7. **SPECIAL ORDERS of BUSINESS** – None.

The Commission advanced to consideration of –

ITEMS REMOVED from CONSENT

- 6e. [Motion 2020-08](#) a Motion of the Port of Seattle Commission to extend the deadlines established in Motion 2019-13 for policy recommendations on the use of public-facing biometric technology at Port facilities to June 30, 2020 and for policy governing the use of public-facing biometric technology at Port facilities to August 31, 2020.

Request document(s) included a draft motion, and a copy of [motion 2019-13](#).

Presenter(s): Eric Schinfeld, Senior Manager, Federal and International Government Relations and Veronica Valdez, Commission Specialist.

This extension reflects an estimate of when the expert panel may be able to reconvene; the deadline may be extended again if the public health crisis continues. Any new biometrics initiatives will not move forward until further policies are finalized.

The motion for approval of agenda item 6e carried by the following vote:

In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)

8. AUTHORIZATIONS and FINAL ACTIONS

- 8a. Authorization for the Executive Director to (1) meet Century Agenda goals for carbon reduction by executing a 10-year supply contract with the best value proposer for Renewable Natural Gas to Seattle-Tacoma International Airport's central plant boilers and CNG fueling station commencing delivery on October 1, 2020, and (2) authorize a total contract cost of \$23,000,000.**

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

Presenter(s): Lance Lyttle, Managing Director, Aviation, Elizabeth Leavitt, Senior Director, Engineering, Environment and Sustainability, and Stephanie Meyn, Senior Environmental Program Manager.

Staff has been working for several years to secure a supply of RNG for airport facilities. This contract will allow 65 percent of the Port's fossil natural gas to be replaced with renewable natural gas (RNG), meeting the 50% carbon reduction goal.

The motion for approval of agenda item 8a carried by the following vote:

In favor: Bowman, Calkins, Cho, Felleman, Steinbrueck (5)

- 8b. Authorization to execute Interlocal Agreements with the Washington State Department of Ecology and Washington State Department of Natural Resources to support a three-year evaluation of carbon sequestration, water quality improvement, and ecological productivity associated with the Smith Cove Blue Carbon Pilot Project.**

Request document(s) included an agenda [memorandum](#), [presentation slides](#), and draft ILAs with the [Department of Natural Resources](#) and [Department of Ecology](#).

Presenter(s): Jon Sloan, Senior Manager Environmental Programs.

This authorization will allow staff to engage the Department of Ecology and Department of Natural Resources to support a long-term evaluation of the Smith Cove Blue Carbon Pilot Project.

Commissioners commented on the opportunity to create green jobs and involve students in Port work. They asked staff to explore replicating the project in other locations.

Commissioner Calkins recused himself from this item due to a personal relationship with outside parties involved in the project.

The motion for approval of agenda item 8b carried by the following vote:

In favor: Bowman, Cho, Felleman, Steinbrueck (4)

Recused: Calkins (1)

9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS

Item 9a was removed from the agenda.

9b. COVID-19: Federal CARES Act Relief and Upcoming Recovery Proposals.

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), and [CARES Act Summary](#).

Presenter(s): Lance Lyttle, Managing Director, Aviation; Dave McFadden, Managing Director, Economic Development; Bookda Gheisar, Senior Director, Equity, Diversity, and Inclusion; Eric ffitich, State Government Relations Manager; Dawn Hunter, Senior Manager, Airport Dining and Retail and Ryan McFarland, Federal Government Relations Manager.

Staff provided an overview of the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which was signed into law on March 27, 2020.

- The CARES Act provides \$10 billion in grants for airports. To obtain them, primary airports are required to maintain at least 90 percent of their employment levels through the end of 2020.
- A significant portion of the funds going to the Transportation Security Administration are specifically earmarked for cleaning and sanitation at checkpoints and airport common areas.
- \$377 billion in relief to small businesses and their workforce will be the primary vehicle to provide relief to many Port stakeholders, including drayage truck drivers, airport ground transportation operators, and airport concessionaires.
- Economic Development staff will track and share resources for impacted businesses.
- The Fair Work Center and Port Jobs will also provide outreach and assistance.
- Some funding extensions are expected the week of April 13th; additional packages are expected.

Commissioners commented on opportunities for providing relief to ADR tenants and the scale of the crisis, and challenge of responding before the full impact is known.

10. QUESTIONS on REFERRAL to COMMITTEE

Commissioner Felleman remarked upon the 50th Anniversary of Earth Day.

11. ADJOURNMENT

There was no further business, and the meeting adjourned at 2:29 p.m.

Prepared:

Attest:

Amy Dressler, Interim Commission Clerk

Sam H. Cho, Commission Secretary

Minutes approved: May 26, 2020.