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## **APPROVED MINUTES COMMISSION SPECIAL MEETING APRIL 28, 2020**

The Port of Seattle Commission met in a special meeting Tuesday, April 28, 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**

Pursuant to Article IV, Section 8, of the commission bylaws, the meeting convened at 10:02 a.m. to conduct an executive session.

### **2. EXECUTIVE SESSION pursuant to RCW 42.30.110**

The notice posted during the executive session included three matters related to litigation and legal risk. Following the executive session, which lasted approximately 113 minutes, the public meeting reconvened at 12:12 p.m. Commissioner Steinbrueck led the flag salute.

### **3. APPROVAL of the AGENDA**

Without objection, the preliminary agenda was approved without revisions.

Commissioner Steinbrueck moved to extend the waiver of the bylaws requirement for standing committees to meet in public and electronically record their proceedings, previously approved through April 30, 2020, until meetings can resume as normal in compliance with the Governor's proclamations regarding the Open Public Meetings Act and the 'Stay Home, Stay Healthy' directive."

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

### **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):

- James Rasmussen, Duwamish River Cleanup Coalition, regarding the Terminal 117 Habitat Restoration Project.
- Rich Brown, Duwamish Valley resident, regarding the Terminal 117 Habitat Restoration Project.

- Bunthay Cheam, Port Community Action Team, regarding the Terminal 117 Habitat Restoration Project.
- Doug Osterman, Green Duwamish Watershed, regarding the Terminal 117 Habitat Restoration Project.
- Michele Manasse, owner, Fireworks, regarding the impacts of COVID-19 on airport tenants. Ms. Manasse also submitted written materials, which are attached as minutes [Exhibit A](#).
- Laura Gibbons, 350 Seattle, regarding the early action recovery plan (item 7b). Ms. Gibbons also submitted written materials, which are attached as minutes [Exhibit B](#).
- David Montanaro, Seattle Chocolates, regarding impacts of COVID-19 on airport tenants. Mr. Montanaro also submitted written materials, which are attached as minutes [Exhibit C](#).
- Jean Thompson, Seattle Chocolates, regarding impacts of COVID-19 on airport tenants.
- Kathy Casey, SBAAC, regarding impacts of COVID-19 on airport tenants.
- Kurt Dammeier, Beechers Cheese, regarding impacts of COVID-19 on airport tenants.
- Nat Stratton Clarke, Café Flora, regarding impacts of COVID-19 on airport tenants.
- David Fukuhara, SBAAC, regarding impacts of COVID-19 on airport tenants.
- Stacy House, Lucky Louise Fish Shack, regarding impacts of COVID-19 on airport tenants. Ms. House also submitted written materials, which are attached as minutes [Exhibit D](#).
- Robert Comiskey, McDonalds, regarding impacts of COVID-19 on airport tenants.
- Megan Wagstaff, Lady Yum, regarding impacts of COVID-19 on airport tenants.
- Max Heigh, SBAAC, regarding impacts of COVID-19 on airport tenants.
- Rod O'Neal, SBAAC, regarding impacts of COVID-19 on airport tenants.
- Iris Antman, regarding Terminal 46.
- Jordan Van Voast, regarding Terminal 46. Mr. Van Voast also submitted written materials, which are attached as minutes [Exhibit E](#).
- Neal Anderson, 350 Seattle, regarding Terminal 46.
- David Kipnis, regarding Terminal 46
- Bernedine Lund, 350 Seattle, regarding Terminal 46. Ms. Lund also submitted written materials, which are attached as minutes [Exhibit F](#).
- Peggy Printz, regarding Terminal 46. Ms. Printz also submitted written materials, which are attached as minutes [Exhibit G](#).
- Stacy Oaks, 350 Seattle, regarding Terminal 46.
- Bizu Haile, airport worker, regarding impacts of COVID-19 on airport workers.
- Dr. Elizabeth Burton, regarding Terminal 46.
- In lieu of spoken comment, Liana Beal, South Park Resident, submitted written materials regarding Terminal 117 Habitat Restoration, which are attached as minutes [Exhibit H](#).
- In lieu of spoken comment, Dan Blanchard, UnCruise Adventures, submitted written materials regarding impact of COVID-19 on maritime tenants, which are attached as minutes [Exhibit I](#).
- In lieu of spoken comment, Michael Foster, submitted written materials regarding Port expansion, which are attached as minutes [Exhibit J](#).
- In lieu of spoken comment, Mark Hoppen, City Manager of Normandy Park, submitted written materials regarding item 7d, which are attached as minutes [Exhibit K](#).

- In lieu of spoken comment, Laureen France, Seattle Resident, submitted written materials regarding airport expansion, which are attached as minutes [Exhibit L](#).
- In lieu of spoken comment, Ann Kroeker, Wildlife Forever Funds, submitted written materials regarding item 7b, which are attached as minutes [Exhibit M](#).
- In lieu of spoken comment, Deanne Marie, submitted written materials regarding cruise operations, which are attached as minutes [Exhibit N](#).
- In lieu of spoken comment, Gail Mitchell, Seattle Resident, submitted written materials regarding Terminal 46, which are attached as minutes [Exhibit O](#).
- In lieu of spoken comment, Sarah Shifley, submitted written materials regarding Airport expansion, which are attached as minutes [Exhibit P](#).
- In lieu of spoken comment, Aley Thompson, SPNA Board Member, submitted written materials regarding renaming of Port parks, which are attached as minutes [Exhibit Q](#).

## **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 special meetings of March 19, 24, and 31, 2020**
- 6b. Removed from agenda prior to publication.**
- 6c. Authorization for the Executive Director to (1) advertise and award a major works construction contract for the Concourse C New Power Center Project at Seattle-Tacoma International Airport, 2) use Port of Seattle crews and small works contracts for preconstruction activities. The amount of this request is \$8,525,000 for a total estimated project cost of \$10,500,000.**

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

**The motion for approval of consent items 6a and 6c carried by the following vote:**

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

## **7. SPECIAL ORDERS of BUSINESS**

### **7a. Fishing Industry COVID-19 Response Briefing.**

Presentation document(s) included an agenda [memorandum](#) and [presentation slides](#). Mr. Wink submitted written materials regarding impacts of COVID-19 on Alaska commercial fishing, which are attached as minutes [Exhibit R](#).

Presenter(s): Stephanie Jones Stebbins, Managing Director, Maritime; Kenneth Lyles, Director, Maritime Operations and Security, and Andy Wink, Executive Director of Bristol Bay Regional Seafood Development Association.

The impact of COVID-19 on the North Pacific Fishing Fleet was discussed. Details of precautions the state of Alaska is requiring fishing boats to take, including quarantine periods and health screenings.

**7b. Draft Port Early Action Recovery Plan.**

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), and [Equity in COVID-19 response attachment](#).

Presenter(s): Steve Metruck, Executive Director; Dave Soike, Chief Operating Officer; Pearse Edwards, Senior Director, External Relations; Stephanie Jones Stebbins, Managing Director, Maritime; Dave McFadden, Managing Director, Economic Development and Bookda Gheisar, Senior Director, Office of Equity, Diversity and Inclusion.

A report was delivered regarding the status of recovery efforts, including capital project investments, the cruise industry, equity efforts, and public outreach strategies.

Commissioners asked about prioritization of efforts; focus will be first on gateways, then capital projects, followed by tourism.

Commissioners stressed the importance of maintaining the organization's economic health, commented on the need for a recovery effort to be regional, and noted the opportunity to promote local tourist destinations to Washington residents.

**7c. [Motion 2020-09](#): to authorize short-term changes to the 2020-2024 Capital Improvement Plan in response to the COVID-19 pandemic; to provide direction for interim actions related to ongoing construction and deferred capital projects and readiness to aid recovery; and to delegate authority to the Executive Director to execute change orders for costs that exceed \$300,000 related to construction and enhanced worker safety on Port construction sites due to the COVID-19 pandemic.**

Presentation/Request document(s) included a draft motion, [presentation slides](#), and [cruise project changes document](#).

Presenter(s): Eric Schinfeld, Interim Commission Chief of Staff and Aaron Pritchard, Commission Policy Manager

This motion provides direction regarding the Capital Improvement Plan by authorizing changes to the 2020-20204 Capital Improvement Plan, calling for regular evaluation of deferred projects, directing that a strategy be developed to accelerate the sound insulation program, temporarily delaying the new proposed cruise terminal project, encouraging short term, revenue-generating uses of Terminal 46, and providing additional authorization for the executive director to execute change orders on contracts related to worker safety.

**Adoption of Motion 2020-09 carried by the following vote:**

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

- 7d. **Motion 2020-10** a Motion of the Port of Seattle Commission to add economic development to the permissible uses for the South King County Fund, in support of local recovery from the COVID-19 pandemic.

Presentation/Request document(s) included a draft motion. The adopted version of the motion is available.

Presenter(s): Aaron Pritchard, Commission Policy Manager.

This fund was initially intended to last five years, which could be the duration of recovery from the COVID-19 pandemic. Permissible uses of the fund have been reviewed by counsel.

Commissioners remarked of the importance of maintaining the focus on airport-impacted communities, and noted that this action is a good example of organizational agility during a developing situation.

**Adoption of Motion 2020-10 carried by the following vote:**

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

- 7e. **Request (1) unanimous consent to adopt Resolution 3774 at the same meeting at which it is first introduced; (2) introduction and adoption of Resolution 3774: A resolution of the Port of Seattle Commission Authorizing the Port to obtain (one or more) credit facilities and incur an indebtedness (under RCW 53.36.030) up to a maximum dollar amount of \$150,000,000. The Port's obligations under the credit facilities will be a general obligation of the Port and will be evidenced by credit agreements between the Port and financial institution lender(s).**

Presentation/Request document(s) included an agenda [memorandum](#) and draft resolution. An adopted version of [Resolution 3774](#) is available.

Presenter(s): Dan Thomas, Chief Financial Officer; Elizabeth Morrison, Director Corporate Finance and Richard Schober, Managing Director, Public Finance Investment Banking, Piper Sandler.

These credit facilities will function as a line of credit, providing liquidity to help the Port manage reduced revenues due to the COVID-19 pandemic.

**There was a motion to suspend Commission bylaws in order to take final action on Resolution No. 3774 on the same day it was introduced, which carried by the following required unanimous vote of all Port Commissioners:**

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

**The motion for introduction and adoption of Resolution No. 3774 carried by the following vote:**

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

**8. AUTHORIZATIONS and FINAL ACTIONS**

**8a. Authorization to execute General Contractor/ Construction Management construction contract for the Terminal 117 Habitat Restoration and Duwamish Shoreline Access Project, which includes fish and wildlife habitat restoration and public shoreline access improvements. There is no funding requested; the total project cost will utilize previously approved Environmental Remediation Liability funding (tax levy) in addition to funds from a 2008 insurance settlement.**

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

Presenter(s): Sandra Kilroy, Director, Maritime Environment and Sustainability; Jon Sloan, Senior Manager Environmental Programs; George Blomberg, Senior Environmental Program Manager; and Ticson Mach, Capital Project Manager.

This project will move forward habitat restoration of approximately 14 acres along the Duwamish River, including public shoreline access. The scope of work includes soil excavation and shoreline stabilization; installation of rockery, piers, and piling; pedestrian bridge refurbishment; protection, irrigation, and planting of vegetation; installation of lighting, art, signage, bike racks, and seating; and stormwater management efforts.

Commissioners expressed their enthusiasm and appreciation for this project, noting that it is much-needed good news.

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

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

**9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS – None.**

**10. QUESTIONS on REFERRAL to COMMITTEE – None.**

**11. ADJOURNMENT**

There was no further business, and the meeting adjourned at 4:28 p.m.

Prepared:

Amy Dressler, Commission Clerk

Minutes approved: June 9, 2020.

Attest:

Sam H. Cho, Commission Secretary