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**APPROVED MINUTES  
COMMISSION REGULAR MEETING MAY 12, 2020**

The Port of Seattle Commission met in a regular meeting Tuesday, May 12, 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 11:04 a.m. to conduct an executive session.

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

The notice posted during the executive session included 3 matter(s) related to litigation and legal risk. Following the executive session, which lasted approximately 50 minutes, the public meeting reconvened at 12:10 p.m. Commissioner Steinbrueck led the flag salute.

**3. APPROVAL of the AGENDA**

Without objection, the preliminary agenda was revised to take up agenda item 7a immediately following the approval of the agenda.

*As noted above, the Commission advanced to consideration of item 7a*

**7. SPECIAL ORDERS of BUSINESS**

- 7a. Proclamation of the Port of Seattle Commission declaring that racism against Asians and Asian Americans shall not be tolerated in any form, standing in support of individuals and communities targeted by association with Covid-19, urging everyone to interrupt instances of racisms and intolerance by speaking up in support of equity, justice, and inclusion.**

Presentation/Request document(s) included a draft proclamation. A final version of the [proclamation](#) is attached.

Presenter(s): Bookda Gheisar, Senior Director, Office of Equity, Diversity and Inclusion  
Congresswoman Pamila Jayapal; Michael Byun, Executive Director, Asian counseling and Referral Service; Toshiko Hasegawa, Executive Director, Washington State Commission on Asian Pacific American Affairs and Sameth Mell, Community Response Alliance.

Instances of racism against Asians and Asian Americans have increased as a result of the COVID-19 pandemic, while the virus is disproportionately impacting communities of color and exacerbating health-related inequities.

Commissioners, staff, and guests spoke about the need for the Port to take a position in support of communities and individuals impacted by racism against Asians and Asian Americans and urging everyone in the community to interrupt instances of racism and intolerance.

**The motion to approve the proclamation carried by the following vote:**

**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):

- Kathy Casey, Owner, Lucky Louie Fish Shack, regarding the impacts of COVID-19 on airport concessionaires.
- Lisa Luchau, Seattle Chocolates, regarding the impacts of COVID-19 on airport concessionaires. Ms. Luchau submitted written materials, which are attached as minutes [Exhibit A](#).
- Michele Manasse, owner of Fireworks Galleries, regarding the impacts of COVID-19 on airport concessionaires. Ms. Manasse submitted written materials, which are attached as minutes [Exhibit B](#).
- Nat Straton Clarke, Owner of Café Flora, regarding the impacts of COVID-19 on airport concessionaires.
- Lori Noto, Beechers Cheese, regarding the impacts of COVID-19 on airport concessionaires.
- Sandy Sun, SBAAC, regarding the impacts of COVID-19 on airport concessionaires.
- Daniel Nguyen, Bambuza, regarding the impacts of COVID-19 on airport concessionaires.
- Robert Comiskey, McDonalds, regarding the impacts of COVID-19 on airport concessionaires.
- LeeAnn Subelbia, BF Foods, regarding the impacts of COVID-19 on airport concessionaires.
- David Fukuhara, SBAAC, regarding the impacts of COVID-19 on airport concessionaires
- Tom Small, Evergreens, regarding the impacts of COVID-19 on airport concessionaires. Mr. Small submitted written materials, which are attached as minutes [Exhibit C](#).
- Jolene Jewett, Pallino, regarding the impacts of COVID-19 on airport concessionaires. Ms. Jewett submitted written materials, which are attached as minutes [Exhibit D](#).
- Russell Wagstaff, Lady Yum, regarding the impacts of COVID-19 on airport concessionaires.
- Jordan Van Voast, Duwamish Valley Resident, regarding environmental and COVID-19 impacts relating to Port operations.

- Laura Gibbons, 350 Seattle, regarding airport operations impacts. Ms. Gibbons submitted written materials, which are attached as minutes [Exhibit E](#).
- David Kipnis, 350 Seattle, regarding cruise operations.
- Stacy Oaks, 350 Seattle, regarding equity in cruise operations.
- Iris Antman, regarding the proposed new cruise terminal at Terminal 46.
- David Mnz, King County resident, regarding the proposed new cruise terminal at Terminal 46.
- Debi Wagner, King County resident, regarding the C1 building expansion at SeaTac Airport.
- In lieu of spoken comment, John Birnel, 350 Seattle submitted written materials regarding environmental impacts, which are attached as minutes [Exhibit F](#).
- In lieu of spoken comment, Sharyn Parker, Burien Quiet Skies Coalition, submitted written materials regarding Motion 2020-03, which are attached as minutes [Exhibit G](#).
- In lieu of spoken comment, Sarah Shifley, 350 Seattle, submitted written materials regarding environmental impacts, which are attached as minutes [Exhibit H](#).
- In lieu of spoken comment, Marques Warren, Warrens News and Gifts, submitted written materials regarding the impacts of COVID-19 on airport concessionaires, which are attached as minutes [Exhibit I](#).

## **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 31 and April 1, 2020.**
- 6b. Approval of the [Claims and Obligations](#) for the period April 1, 2020, through April 30, 2020, including accounts payable check nos. 935007-935480 in the amount of \$6,677,731.16; accounts payable ACH nos. 025764-026538 in the amount of \$62,496,857.24; accounts payable wire transfer nos. 015352-015375 in the amount of \$9,036,068.03, payroll check nos. 196053-196371 in the amount of \$137,058.89; and payroll ACH nos. 962309-966612 in the amount of \$11,139,925.52 for a fund total of \$89,487,640.84.**
- 6c. Authorization for the Executive Director to execute an indefinite delivery, indefinite quantity contract for technology contractors as needed to support systems, projects, and services for a total amount not to exceed \$5,000,000, with a contract ordering period not to exceed five years. There is no funding request associated with this authorization.**

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

- 6d. Authorization for the Executive Director to (1) transfer \$2,800,000 of programmed funds and associated scope from the 2021-2025 Airfield Pavement and Infrastructure Program to the 2016-2020 Airfield Improvement Program; and (2) execute Change Order 02 to Contract MC-0319856 for an amount Not-To-Exceed \$2,300,000. (CIP #C800483).**

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

- 6e. Authorization for the Executive Director to (1) Sign and execute an Environmental Protection Agency (EPA) Administrative Settlement Agreement and Order on Consent requiring the Port of Seattle to perform an Engineering Evaluation and Cost Analysis (EE/CA) at Terminal 108 (2) Sign a Potential Responsible Party Cost Sharing Agreement between the Port of Seattle, City of Seattle, and King County to share the costs to perform the scope of work required by EPA's Order including EPA oversight costs; and (3) Procure and execute a joint, project-specific, professional environmental consulting contract to prepare the EPA EE/CA in the amount of \$3,000,000. If needed, execute future Amendments which exceed \$300k to this contract to address scope items and changes required by EPA under the Order.**

Request document(s) included an [agenda memorandum](#), [site map](#), [draft settlement](#), and [draft cost-sharing agreement](#).

- 6f. Authorization to transmit funds that are necessary to fulfill agreements with the Muckleshoot Indian Tribe and Suquamish Tribe for construction of the Terminal 117 Habitat Restoration and Duwamish Shoreline Access Project. These funds are included in the previously authorized funding for the project.**

Request document(s) included an [agenda memorandum](#), [Suquamish tribe agreement](#), and [Muckleshoot tribe agreement](#).

**The motion for approval of consent items 6a, 6b, 6c, 6d, 6e and 6f carried by the following vote:**

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

**7. SPECIAL ORDERS of BUSINESS**

*As noted above, item 7a was previously discussed and the Commission advanced to the consideration of.*

**7b. Update on the West Seattle Bridge Closure.**

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

Presenter(s): Pearse Edwards, Senior Director, External Relations; Lindsay Wolpa, Senior Manager, Waterfront Redevelopment Programs and Heather Marx, Director of Downtown Mobility, Seattle Department of Transportation (SDOT).

The West Seattle Bridge was closed due to rapid growth in cracking on March 23, 2020. The bridge is inspected daily and a slow-down in growth of cracks indicates that removing the car load was the right thing to do. SDOT is still in the process of determining whether repair of the bridge is technically or financially feasible, but they do not anticipate traffic returning to the bridge in 2020 or 2021.

Removing traffic from the high bridge means losing nine lanes of traffic capacity. The low bridge is restricted to public transit, freight, and emergency vehicles. Traffic signals, detour route signage, and

traffic cameras have been deployed to mitigate traffic impacts, and further strategies are under development.

Commissioners asked about conversations with Sound Transit. SDOT and Sound transit are discussing the feasibility of combined efforts to have a bridge for light rail and vehicles, but there are significant engineering barriers.

Commissioners also asked for clarification regarding shoring efforts and exploring repair, wondering if shoring efforts will be forgone it becomes clear that the bridge is irreparable. SDOT expects to know whether the bridge can be repaired before shoring begins.

**8. AUTHORIZATIONS and FINAL ACTIONS - None**

**9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS**

**9a. Briefing on Seattle-Tacoma International Airport COVID-19 Recovery Plan.**

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

Presenter(s): Lance Lyttle, Managing Director, Aviation; Julie Collins, Director, Aviation Customer Experience and Brand Strategy; Laurel Dunphy, Director, Aviation Operations and Wendy Reiter, Director, Public Safety and Security. Shane Jones and Diana Rakow from Alaska Airlines.

Staff and guests from Alaska Airlines presented current tactics aimed at restoring customer confidence in air travel and maintaining a safe and healthy airport environment, including:

- increased cleaning
- hand sanitizer stations
- physical distancing
- installation of guards
- encouragement of touchless transactions
- increased signage
- requirement of face coverings beginning on May

Commissioner Calkins proposed introduction of a motion calling for temperature screenings at the airport.

**The agenda was amended to add Motion 2020-11, a motion of the Port of Seattle Commission to direct the Executive Director to develop and implement a plan for health screening of travelers at Seattle-Tacoma International Airport, and to advocate for a national system of airport health screening. The vote was:**

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

Commissioners spoke to the importance of temperature checks as one of many screening measures to protect the community.

**Motion 2020-11 was approved by the following vote:**

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

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

**11. ADJOURNMENT**

There was no further business, and the meeting adjourned at 4:40 p.m.

Prepared:

Amy Dressler, Interim Commission Clerk

Attest:

Sam H. Cho, Commission Secretary

Minutes approved: June 23, 2020.