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APPROVED MINUTES COMMISSION REGULAR MEETING MAY 26, 2020

The Port of Seattle Commission met in a regular meeting Tuesday, May 26, 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 11:05 a.m. to conduct an executive session.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The notice posted during the executive session included one matter related to performance of a public employee and litigation and legal risk and one matter related to litigation and legal risk and sale or lease of real estate. The time for reconvening was posted as 12:00 noon, in accordance with commission bylaws and the public meeting notice previously published. Following the executive session, which lasted approximately 45 minutes, the public meeting reconvened at 12:03 p.m. Commissioner Steinbrueck led the flag salute.

3. APPROVAL of the AGENDA

Without objection, the preliminary agenda was approved without revisions.

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):

- Debi Wagner, regarding the Sustainable Airport Master Plan.
- Sarah Shifley, regarding the Century Agenda policy directive.
- Kathy Casey, SBAAC, regarding ADR tenant assistance during COVID-19. Ms. Casey submitted written materials, which are attached as minutes [Exhibit A](#).
- Jordan Van Voast, regarding the new cruise terminal and Terminal 46.
- John Bito, regarding the new cruise terminal at Terminal 46.
- Sue Lenander, regarding the new cruise terminal at Terminal 46.
- Michael Foster, regarding Century Agenda goals.
- Laura Gibbons, 350 Seattle, regarding the Ports Century Agenda. Ms. Gibbons submitted written materials, which are attached as minutes [Exhibit B](#).

- In lieu of spoken comment, Bernedine Lund, Federal Way resident, submitted written materials regarding the Century Agenda, which are attached as minutes [Exhibit C](#).
- In lieu of spoken comment, Ian McCluskey, submitted written materials regarding the Century Agenda, which are attached as minutes [Exhibit D](#).
- In lieu of spoken comment, Earnest Thompson, Normandy Park City Council member, regarding Hyperloop, which are attached as minutes [Exhibit E](#).

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 and regular meeting of April 14, 2020.

6b. *[Removed from agenda prior to publication]*

6c. Authorization for the Executive Director to execute a contract for Verizon Cellular Services in an amount not to exceed \$10,000,000 for a term of up to ten years.

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

6d. Authorization for the Executive Director to execute a design contract in support of the Building Controls Upgrade Project. There is no funding associated with this request. The project is currently authorized to prepare design and construction bid documents for \$2,950,000. The total estimated project cost is not to exceed \$10,000,000.

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

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

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

7. SPECIAL ORDERS of BUSINESS

7a. [Motion 2020-12](#) A Motion of the Port of Seattle Commission to explore short-term employment opportunities that enhance the mission of the Port of Seattle and support economic recovery for the residents of King County from the COVID-19 pandemic.

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

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

This initiative is meant to get short-term employment to underserved populations, for young people aged 16-24, who are impacted more strongly by the current economic crisis. Port staff are looking for ways to provide employment opportunities expediently, while being mindful of current safety orders and identifying organizations with existing contracts as well as other potential partners.

The motion for introduction of adoption of Motion 2020-12 carried by the following vote:

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

8. AUTHORIZATIONS and FINAL ACTIONS

8a. Introduction of Resolution No. 3775: A resolution of the Port of Seattle Commission establishing the Century Agenda Policy Directive to codify goals that will guide the strategic planning, budget, and resource allocation throughout the Port of Seattle.

Request document(s) included an agenda [memorandum](#), [presentation slides](#), draft resolution, and draft policy directive. A copy of the final draft of [Resolution No. 3775](#) will be made available upon adoption.

Presenter(s): Marin Burnett, Strategic Planning Program Manager and Veronica Valdez, Commission Specialist.

The standing Century Agenda is not well aligned with the Port's current goals and initiatives, the current objectives are too rigid, and key performance indicators are ineffective. Updating the agenda will allow for more flexibility, improve alignment and metrics, and update goals to reflect current Port values.

The motion for introduction of Resolution No. 3775 carried by the following vote:

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

8b. Industrial Development corporation – Approval of minutes, designation of officers, and annual report for 2019.

Request document(s) included IDC agenda memorandums regarding approval of minutes, election of officers, and 2018 annual report. IDC meeting minutes of May 26, 2020 will be made available upon approval.

RECESSED and RECONVENED

The regular meeting of the Port of Seattle Commission recessed at 1:47 p.m. to hold the annual meeting of the Industrial Development Corporation of the Port of Seattle. The regular meeting of the Port of Seattle Commission reconvened at 1:55 p.m., chaired by Commissioner Steinbrueck.

8c. Authorization for the Executive Director to (1) execute a contract for Architecture and Engineering design services in the amount not to exceed \$6,200,000; (2) to utilize a General Contractor/Construction Manager (GC/CM) and to advertise and execute a GC/CM construction contract for pre-construction services (3) and use port crews for pre-construction activities for the C1 Building Expansion project at Seattle-Tacoma International Airport in an amount not to exceed \$10,800,000 of a total estimated project cost of \$340,000,000. (CIP #C800845).

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

Presenter(s): James Jennings, Director, Aviation Business and Properties; Adam Olson, Capital Project Manager, and Heather Munden, Interim Construction Manager.

The amount requested in this authorization was decreased to reflect caution about spending among major carriers. However, carriers recognize the need for this project as pre-COVID-19 demand for retail and dining space far exceeds current capacity. Completion of this project is estimated for 2027, at which time air travel volumes are expected to recover. Continuing with this project now allows a chance to catch up with demand.

In addition to revenue-generating dining and retail space, the C1 project will include badly needed community space like additional restrooms and nursing space, and a post-security meditation space.

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

In favor: Bowman, Calkins, Felleman, Gregoire, 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 2:47 p.m.

Prepared:

Attest:

Amy Dressler, Interim Commission Clerk

Sam H. Cho, Commission Secretary

Minutes approved: July 14, 2020.