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APPROVED MINUTES COMMISSION SPECIAL MEETING JUNE 9, 2020

The Port of Seattle Commission met in a special meeting Tuesday, June 9, 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 10:03 a.m. to conduct an executive session.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The notice posted during the executive session included two matter(s) related to potential litigation and legal risk and one matter related to performance of a public employee. 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 120 minutes, the public meeting reconvened at 12:15 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):

- Steve Clagett, Economic Justice Working Group of Faith Action Network, regarding Motion 2020-14 Mr. Clagett submitted written materials, which are attached as minutes [Exhibit A](#).
- Nat Stratton Clarke, Owner of Café Flora, in support of Motion 2020-13 regarding airport dining and retail support during COVID-19.
- Randi Sibonga, MCSB, in support of Motion 2020-13 regarding airport dining and retail support during COVID-19.
- Laura Gibbons, 350 Seattle, regarding climate impacts of Aviation. Ms. Gibbons submitted written materials, which are attached as minutes [Exhibit B](#).
- Sarah Shifely, 350 Seattle, regarding agenda item 6i, Port of Seattle Century Agenda.
- Jordan Van Voast, regarding Port cruise operations.
- Iris Antman, regarding expansion at Terminal 46.

- Debi Wagner, regarding impacts of airport expansion.
- Carrie Agnew, Charleston Communities for Cruise Control, regarding expansion at Terminal 46.
- Stacy Oaks, 350 Seattle, regarding Port goals relating to environmental impacts.
- Aesha Ali, business owner, SeaTac Commercial center, regarding Motion 2020-14.
- Marg Gardiner, Victoria Canada Resident, regarding impacts of the cruise industry. Ms. Gardner submitted written materials, which are attached as minutes [Exhibit C](#).
- In lieu of spoken comment, Michael Foster submitted written materials regarding environmental impacts which are attached as minutes [Exhibit D](#).

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 meeting of April 28, 2020.**
- 6b. Approval of [claims and obligations](#) for the period of May 1, 2020, through May 31, 2020, including accounts payable check nos. 935481-935742 in the amount of \$4,309,696.07; accounts payable ACH nos. 026539-027146 in the amount of \$51,521,069.06; accounts payable wire transfer nos. 015376-015387 in the amount of \$6,270,105.28, payroll check nos. 196372-196557 in the amount of \$138,122.74; and payroll ACH nos. 966613-9173078 in the amount of \$17,227,664.50 for a fund total of \$79,466,657.65.**
- 6c. Removed from agenda prior to publication.**
- 6d. Authorization for the Executive Director to execute a project-specific agreement for consultant support for long-term environmental obligation services supporting remediation activities at Harbor Island (includes Terminals 10 and 18), Terminal 5 (Southwest Harbor Project), Terminal 30, Terminal 91 and Terminal 117. The agreement amount will be \$10.5 million, and the agreement duration will be for 5 years with one (1) five-year option.**

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

- 6e. Authorization for the Executive Director to execute three indefinite delivery, indefinite quantity (IDIQ) consulting agreements for environmental review, permitting and sustainability consulting services with a cumulative total amount not to exceed \$15,000,000 over six years, awarded as three separate service agreements of \$5,000,000 each. This request is for authority to execute service agreements which will be used to support projects and initiatives which are funded separately; no funding is associated with this request.**

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

- 6f. Request Commission authorization for the Executive Director to (1) Sign and execute an Order with the Washington State Department of Ecology to complete a Remedial Investigation and Feasibility Study (RI/FS) at the Port's Terminal 115 property. (2) Sign a**

Potential Liabile Party Cost Sharing Agreement between the Port and The Boeing Company to share the costs and perform the scope of work required by Ecology's Order.
(3) Procure and execute a project-specific, professional contract with an environmental consulting firm in the amount of \$3,000,000 to complete the scope of work (RI/FS) required by the Ecology Agreed Order.

Request document(s) included an agenda [memorandum](#), [terminal site map](#), [ecology order and scope of work](#), and [cost sharing agreement](#).

6g. Authorization for the Executive Director to execute up to two professional services indefinite delivery, indefinite quantity (IDIQ) contracts for Dredging Support Services totaling no more than \$2,000,000 with a five-year contract ordering period. No funding is associated with this request.

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

6h. Authorization for the Executive Director to advertise and award a major works construction contract for Phase II of the Airport Terminal Accessibility and Safety Enhancements project at Seattle-Tacoma International. The amount of this request is \$3,784,000 for a total estimated project cost of \$19,900,000. (CIP #C800862).

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

6i. Adoption 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](#), draft resolution, and draft policy directive. And adopted version of Resolution 3775 is attached.

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

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

[Clerk's Note: During the Unanimous Consent Calendar vote, the item numbers being proposed for approval were not read correctly. A clarification was provided on June 23, 2020.]

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

8. **AUTHORIZATIONS and FINAL ACTIONS**

8a. [Motion 2020-13](#) A Motion of the Port of Seattle Commission to authorize adjustments to leases and other financial terms for airport dining and retail tenants.

Request document(s) included a draft motion. A copy of the adopted version of Motion 2020-13 is attached.

Presenter(s): Steve Metruck, Executive Director; Lance Lyttle, Managing Director, Aviation.

Additional relief for Airport dining and retail tenants is necessary for coping with economic conditions resulting from the COVID-19 pandemic. This motion will allow for lease extensions of three years, and a suspension of the Minimum Annual Guarantee through the end of 2020.

Commissioners noted the quick, flexible work of Port staff and ADR tenants to identify key areas for assistance.

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

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

8b. [Motion 2020-14](#) a motion of the Port of Seattle Commission to support the creation of the Environment and Sustainability Grants Program under the South King County Fund.

Request document(s) included a draft motion and [presentation slides](#). A copy of the adopted version of Motion 2020-14 is attached.

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

This motion allows a portion of the South King County Fund to be used for an Environment and Sustainability Grants fund in order to support COVID-19 recovery efforts in communities impacted by proximity to the airport. Grant recipients will be announced in early Fall, 2020.

Motion to introduce a substitute motion 2020-14

Approval of the substitute motion 2020-14 carried by the following vote:

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

8c. Removed from agenda prior to publication.

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 1:52 p.m.

Prepared:

Attest:

Amy Dressler, Commission Clerk

Sam H. Cho, Commission Secretary

Minutes approved: July 14, 2020.