

**Hellwig, Raymond**

**From:** Hellwig, Raymond  
**Sent:** Friday, May 19, 2000 1:10 PM  
**To:** Fitzsimmons, Thomas  
**Subject:** SeaTac 3rd Runway

Tom, the July '00 decision making timeframe is going to be tight for us, but we'll give it our best shot. It appears that the KC review of the Port's stormwater management plan may require up to 10 more weeks. This puts us well into July.

I'm organizing an internal meeting with key staff and their managers for the purpose of:

Developing a definitive list of issues for the proposed runway.

- We will create a table that indicates the status of a given issue and any associated deliverable expected from the POS (e.g., the stormwater management plan). We will update this table regularly, and use it in conjunction with weekly reports to you;
- We will use the list as a tool to help manage staff time. For issues that are resolved, staff will be directed to begin drafting 401 language; for unresolved issues we will conduct "what if" exercises, identify possible required actions, and estimate the amount of time to work through matters.

Making a commitment to place-hold time through July '00 for regularly scheduled internal meetings, and meetings with POS staff.

Meetings will be designed to ensure we remain in agreement on the status of pertinent issues, and to deal with new issues expeditiously.

Periodic/regular meetings with the POS will provide opportunities to clearly and continuously communicate interests and concerns, and to solve problems. We have told the POS this project can be permitted provided it meets requirements of all pertinent environmental laws and regulations. These meetings will help avoid misunderstandings regarding requirements.

Understanding the best way to manage workload associated with the "background buzz".

- Project review staff receive numerous requests for opportunities to discuss issues, obtain public records etc. from opponent groups. These request take up enormous amounts of staff time.

I'll provide weekly updates to you. While I'm away at Executive Management Training etc., the updates may need to be in the form of voice messages.

More later - Ray

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*167 1-18-2002  
Fitzsimmons*

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