



**Commissioners**

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**APPROVED MINUTES  
COMMISSION REGULAR MEETING MARCH 26, 2013**

The Port of Seattle Commission met in a regular meeting Tuesday, March 26, 2013, in the International Auditorium at Seattle-Tacoma International Airport, Seattle, Washington. Commissioners Albro, Bryant, Creighton, and Gregoire were present.

**1. CALL TO ORDER**

The regular meeting was called to order at 1:07 p.m. by Tom Albro, Commission President.

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

No executive session was convened at this point in the meeting; however, the Commission recessed into executive session later in the meeting as noted below.

**PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

Please refer to the Unanimous Consent Calendar.

**MOMENT OF SILENCE**

The Commission observed a moment of silence in memory of Jeff Surber and Dana Gorham, longshore workers who died at the Port of Tacoma in unrelated incidents on March 12 and 25, 2013, respectively.

**ANNOUNCEMENT**

Commissioner Albro welcomed newly appointed Port Commissioner Courtney Gregoire, who took the oath of office on March 15, 2013. Commissioner Gregoire offered brief remarks.

**4. SPECIAL ORDERS OF BUSINESS**

**4a. Presentations by Commissioner Applicants.**

Commissioner Albro described the ground rules for the day's presentations to the Commission, noting there were eight new applicants since the opening of applications to fill the vacancy in Position No. 2, to which Commissioner Gregoire had been appointed. He stated there were 19 of the previous pool of applicants still in consideration to fill the vacancy in Position No. 3.

Commissioner Albro announced a moderated town-hall-style meeting to be held April 2, 2013, from 6-8 p.m. at Pier 69 for finalists who would be announced following today's presentations.

The Commission accepted comments first from applicants new to the vacancy process, including written comments from Frederic Vimeux of Seattle, who was not present, but whose statement was read aloud to the Commission in its proper order, and the following verbal presentations:

- Jack Block, Sr., of Seattle;
- Darrell Bryan of Seattle;
- David Lee of Medina;
- Randy Loomans of Seattle;
- Dean McColgan of Seattle;
- Thomas Pitchford of Seattle; and
- Keith Scully of Shoreline.

The Commission then received the comments of returning applicants, including written statements from Dan Gatchet of Seattle, Mark Freitas of Federal Way, and Fred Felleman of Seattle, who were not present, and verbal presentations from the following remaining applicants, in reverse alphabetical order:

- Al Yuen of Bellevue;
- S. Michael Wolfe, Jr., of Seattle;
- Natasha A. Savage of Seattle;
- Janet C. O'Brien of Seattle;
- Chuck Lare of Seattle;
- Dr. Arun Jhaveri of Burien;
- Selena Carsiotis of Seattle; and
- Patsy Tsui Bonincontri of Bellevue.

## **5. UNANIMOUS CONSENT CALENDAR**

*[Clerk's Note: Items on the Unanimous Consent Calendar are considered routine and are not individually discussed; however, Port Commissioners receive the request documents prior to the meeting and may remove items from the Consent Calendar for separate discussion and vote in accordance with Commission bylaws.]*

**5a. Approval of the minutes of the special meetings (2) of January 22, 2013.**

**5b. Authorization for the Chief Executive Officer to (1) transfer design, scope and budget of \$12,076,401 for two elevators and eight escalators from the Vertical Conveyance Modernization Aero Projects Phase 1 (CIP #C800251) and Phase 2 (CIP #C800375) to the North Satellite Renovation (NSAT) project (CIP #C800556); and (2) authorize the design of one additional elevator located in the NSAT project for an additional amount not to exceed of \$577,000, bringing the total authorized amounts to \$32,718,056 capital and \$200,000 expense.**

Request document(s): Commission agenda [memorandum](#) dated March 15, 2013, and terminal [diagram](#) provided by David Soike, Director, Aviation Facilities and Capital Programs, and Wayne Grotheer, Director, Aviation Project Management Group.

- 5c. Authorization for the Chief Executive Officer to design the Mezzanine Tenant Relocation project in an amount not to exceed \$335,000 out of a total estimated project cost of \$1,750,000.**

Request document(s): Commission agenda [memorandum](#) dated March 18, 2013, and relocation [diagram](#) provided by Wayne Grotheer, Director, Aviation Project Management Group; James Schone, Director, Aviation Business Development; and James Jennings, Manager, Aviation Properties.

- 5d. Authorization for the Chief Executive Officer to: (1) purchase the southern portion of the South Park Marina float structure to accommodate habitat restoration at Site 23/25 in the estimated amount of \$194,000; and (2) complete permitting and design for a public access viewpoint pier at Site 23 for an estimated cost of \$458,000. The total amount of this request is \$652,000.**

Request document(s): Commission agenda [memorandum](#) dated March 19, 2013, and [site plan](#) provided by Kathy Bahnick, Manager, Seaport Environmental and Planning; Jon Sloan, Compliance and Strategy Manager, Seaport Environmental and Planning; and Ticson Mach, Capital Project Manager, Seaport Project Management.

- 5e. Authorization for the Chief Executive Officer to (1) proceed with the Access Control Network Refresh project at the Seattle-Tacoma International Airport; (2) authorize the procurement of required hardware, software, and vendor services through state contracts; and (3) authorize the use of Port staff for implementation, for a total project cost not to exceed \$1,500,000.**

Request document(s): Commission agenda [memorandum](#) dated March 18, 2013, provided by John Christianson, General Manager Aviation Maintenance.

- 5f. Authorization for Commissioners to engage in promotional hosting during Calendar Year 2013.**

Request document(s): Commission agenda [memorandum](#) dated March 18, 2013, provided by Mary Gin Kennedy, Commission Services Director.

**Motion for approval of consent items 5a, 5b, 5c, 5d, 5e, and 5f – Creighton**

**Second – Bryant**

**Motion carried by the following vote:**

**In Favor: Albro, Bryant, Creighton, Gregoire (4)**

**PUBLIC TESTIMONY**

As noted on the agenda, public comment was received from the following individual(s):

- Susan Kostoff, NorthSTAR Program Manager for Alaska Air Group. Ms. Kostoff spoke in support of the NorthSTAR capital improvement program at the Airport, noting the constructive partnership between the Airport and Alaska.
- Kathy Smith, Director of Airport Affairs for Alaska Air Group. Ms. Smith commented in support of the NorthSTAR program, noting the importance of tracking funding sources transparently for audit purposes.

**6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS**

- 6a. Authorization for the Chief Executive Officer to advertise and execute a single construction contract comprised of Airfield Panel Replacement and Joint Seal Replacement (CIP #102573) and Runway 16C/34C Panel Replacement. This authorization request is for \$8,967,000, and the estimated total cost of the complete project is \$9,377,000. Authorization is also requested to perform this contract under a project labor agreement.**

Request document(s): revised Commission agenda [memorandum](#) dated March 22, 2013, provided by Michael Ehl, Director, Airport Operations, and Wayne Grotheer, Director, Aviation Project Management Group. *[Clerk's Note: Subsequent to public posting of the agenda on March 21, 2013, a revised memorandum with updated action request for agenda item 6a was made available to the public and the Commissioners on March 22, 2013.]*

Presenter(s): Robert Kikillus, Airport Operations Development Manager.

The Commission received a presentation that included the following relevant information:

- The project is part of ongoing efforts to replace the oldest and most damaged concrete and joint seal on the airfield;
- Three areas of work covered by the authorization include pavement replacement on Taxiway W west of the South Satellite, 104,000 lineal feet of joint seal on Taxiways B and W west of Concourse C and the North Satellite, and replacement of approximately six pavement panels on Runway 16C/34C; and
- Runway 16C/34C is due for a complete replacement in 2016.

**Motion for approval of item 6a – Bryant**

**Second – Gregoire**

**Motion carried by the following vote:**

**In Favor: Albro, Bryant, Creighton, Gregoire (4)**

- 6b. Authorization for the Chief Executive Officer to execute a funding authorization, as part of the Interagency Agreement, with the State of Washington Department of Enterprise Services to proceed with the design and construction of emergency lighting initiatives**

**at Seattle-Tacoma International Airport. The amount of this request is \$1,930,970. The total cost of the project is \$5,269,600.**

Request document(s): Commission agenda [memorandum](#) dated March 18, 2013, provided by David Soike, Director, Aviation Facilities and Capital Program, and Wayne Grotheer, Director, Aviation Project Management Group.

Presenter(s): Mr. Soike and Trevor Emtman, Aviation Facilities and Infrastructure Senior Systems Engineer and Utilities Business Manager.

The Commission received a presentation that included the following relevant information:

- The request would allow replacement of all emergency light fixtures, which is about 20 percent of all lighting fixtures, in the Airport parking garage with energy-efficient, instant-restrike LED (light-emitting diode) lights;
- Retrofit kits are approximately half the cost of new fixtures and use about half the power of existing lights;
- Metal enclosures and glass globes for the fixtures will be reused;
- Due to reduced energy usage, the Port's existing emergency generators will be able to power the new lights;
- Replacement of the lights will bring the parking garage into code compliance, particularly in stairways that currently have no emergency lighting;
- The new lights will reduce electrical usage at the Airport by 1,624 Mwh (megawatt hours) per year and will reduce operational cost by \$275,000 per year;
- The project qualifies for \$236,000 in Bonneville Power Administration energy-efficiency incentives;
- The process of using an existing state contract with McKinstry to perform the energy audit and upgrades was described;
- A subsequent request will be made to allow connection of the parking garage emergency lights to an existing emergency generator that has adequate capacity; and
- It is possible that staff may return in the future to request all parking garage lights, including non-emergency lighting, be replaced in the same manner.

**Motion for approval of item 6b – Creighton**

**Second – Bryant**

**Motion carried by the following vote:**

**In Favor: Albro, Bryant, Creighton, Gregoire (4)**

**6c. Authorization for the Chief Executive Officer to enter into an eight-year interlocal agreement from January 1, 2013, through December 31, 2020, with King County for use of the King County Jail with an option to terminate the agreement at any time. The total cost for this agreement with a three-percent annual increase for eight years will be approximately \$1,700,000.**

Request document(s): Commission agenda [memorandum](#) dated March 14, 2013, and interlocal [agreement](#) provided by Colleen Wilson, Chief, Port of Seattle Police Department.

Presenter(s): Chief Wilson.

Chief Wilson described the current use of the King County jail by the Port of Seattle Police Department to house felony and misdemeanor arrests, noting the importance of the request for safe operations at the Airport. She explained that following what are expected to be successful negotiations for housing misdemeanor arrests at the Valley Cities' SCORE (South Correctional Entity) facility, the Port will still need access to the King County jail for felony arrests.

**Motion for approval of item 6c – Gregoire**

**Second – Bryant**

**Motion carried by the following vote:**

**In Favor: Albro, Bryant, Creighton, Gregoire (4)**

**7. STAFF BRIEFINGS**

**7a. Briefing on the Airline Realignment Program at Seattle-Tacoma International Airport.**

Presentation document(s): Commission agenda [memorandum](#) dated March 18, 2013, and [presentation slides](#) provided by Michael Ehl, Director, Aviation Operations.

Presenter(s): Nick Harrison, Senior Manager, Airport Operations, and Sean Anderson, Capital Project Manager.

The Commission received a presentation that included the following relevant information:

- Merging of United and Continental Airlines and the coincident desire by Alaska Air Group to consolidate its operations in the North Satellite occasioned the airline realignment program, and relocation of airlines is expected to be complete by May 2013;
- The planning process for determining airline relocation, including consideration for aircraft size and subsequent relocation of gates, ticket counters, maintenance/operations offices, and baggage system reconfigurations was outlined, as was the cascading effect of moving one airline in order to make room for another;
- Seven capital projects, three expense projects, and regulated materials management comprise the realignment program;
- New common-use facilities, which facilitate use of gates by different airlines without the need to replace infrastructure, have been installed on Concourses B and D;
- Passenger loading bridges required refurbishment or replacement, baggage system reconnections were necessary, and exterior gate improvements were executed in connection with the realignment; and
- Related capital projects are underway for ticket counters in zones 1, 2, and 3, and the related NorthSTAR capital program, which primarily affects the North Satellite.

In response to Commissioner Creighton, Mr. Anderson reported that additional outlets for charging personal electronic devices and enhanced Wi-Fi capabilities have been installed during renovations. Mr. Harrison reported that efforts have been made in the phasing of projects to

minimize disruptions to concessions exposure to passengers that can occur when flights are no longer arriving and departing from the same concourse.

**7b. Quarterly Briefing – Update on the NorthSTAR Program.**

Presentation document(s): Commission agenda [memorandum](#) dated March 19, 2013, and [presentation slides](#) provided by George England, Program Leader, Aviation Project Management Group; Michael Ehl, Director, Aviation Operations; and David Soike, Director, Aviation Facilities and Capital Programs.

Presenter(s): Mr. England.

The Commission received a presentation that included the following relevant information:

- There are six capital improvement projects included in the NorthSTAR program, including work to renovate the entire North Satellite, North Satellite transit system, and Concourse C;
- Projects involve upgrades to vertical circulation, improvements at the Main Terminal, baggage system refurbishment, and potential external stairs at Concourses C and D for aft-loading of aircraft;
- The program cost is approximately \$300 million, of which slightly less than \$1 million has been expended so far;
- The budget for the program will be tracked closely, and budget updates will be incorporated into future program financial status presentations to highlight trends;
- It is assumed that project contingency funds will be used as the program progresses, including design development contingency;
- An overall program contingency is expected to develop as component capital projects return budget savings;
- A comparative schedule for program projects was presented;
- Ongoing constructive collaboration between the Port and Alaska Air Group on project progress was described;
- The status of each capital improvement project in the program was summarized, including accomplishments, progress, and risks;
- Phasing challenges for renovations to the North Satellite and North Satellite transit system lobbies are not expected to result in significant cost increases;
- Development of metrics to determine when and what baggage system components to replace is being discussed with Alaska; and
- Concourse C and D exterior stairs is a status 1 prospective project that ultimately may become an Alaska Air Group project.

In response to Commissioner Bryant, Mr. England noted contingency funds are incorporated in project budgets and that it is early in the program to effectively reflect contingency fund trends.

Commissioner Albro acknowledged the large scope of the undertaking and the collaborative relationship between the Port and Alaska Air Group. He requested further information relating to important project economies, active challenges or areas of friction between the Port and Alaska,

metrics for status of Alaska operations during the program, and tracking of concessions performance during the program.

**8. NEW BUSINESS**

None.

**9. POLICY ROUNDTABLE**

None.

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

**RECESSED AND RECONVENED**

Without objection, the regular meeting was recessed at 3:12 p.m. to an executive session estimated to last approximately 60 minutes to discuss matters relating to evaluation of qualifications of candidates for appointment to elective office. Following the executive session, which lasted approximately 60 minutes, the regular meeting reconvened in open public session at 4:22 p.m.

**10. ADJOURNMENT**

There being no further business, the regular meeting was immediately adjourned at 4:22 p.m.

Bill Bryant  
Assistant Secretary  
Minutes approved: May 14, 2013.