



**Commissioners**

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Commission President  
Stephanie Bowman  
Bill Bryant  
John Creighton  
Courtney Gregoire

Tay Yoshitani  
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**APPROVED MINUTES  
COMMISSION REGULAR MEETING DECEMBER 10, 2013**

The Port of Seattle Commission met in a regular meeting Tuesday, December 10, 2013, at Port of Seattle Headquarters, Commission Chambers, 2711 Alaskan Way, Seattle, Washington. Commissioners Albro, Bowman, Bryant, and Gregoire were present. Commissioner Creighton was absent.

**1. CALL TO ORDER**

The regular meeting was called to order at 12:01 p.m. by Tom Albro, Commission President.

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

The regular meeting was immediately recessed to an executive session estimated to last 60 minutes to discuss matters relating to qualifications for public employment. Following the executive session, which lasted approximately 60 minutes, the regular meeting reconvened in open public session at 1:10 p.m.

**PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

Minutes available for approval are included in the Unanimous Consent Calendar.

**4. SPECIAL ORDERS OF BUSINESS**

None.

**5. UNANIMOUS CONSENT CALENDAR**

*[Clerk's Note: Items on the Unanimous Consent Calendar are considered routine and are not individually discussed. 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 for the Chief Executive Officer to increase the authorized amount for the Clean Truck Program truck scrapping project by \$525,000, for a revised total of \$4,727,000. Of the additional \$525,000, the State Department of Ecology Clean Diesel Grant will provide \$500,000 and the Port will contribute \$25,000.**

Request document(s) provided by Stephanie Jones Stebbins, Director Seaport Environmental & Planning, and Janice Gedlund, Seaport Air Quality Program Manager:

- Commission agenda [memorandum](#) dated November 22, 2013.
- [Letter](#) from the Department of Ecology dated August 26, 2013.
- October 1, 2013, Clean Diesel [Grant agreement](#).
- September 11, 2013, [notice](#) of funding award.

**5b. Approval of the [claims and obligations](#) for the period of November 1, 2013, through November 30, 2013, including accounts payable checks nos. 818348-819396 in the amount of \$33,275,028.47 and payroll checks nos. P175472-175651 in the amount of \$7,996,239.67 for a fund total of \$41,271,268.14.**

**5c. Authorization for the Chief Executive Officer to (1) advertise, award, and execute a major public works contract for the construction of the Facilities Monitoring System Renewal Project at Seattle-Tacoma International Airport; (2) purchase necessary equipment and software; and (3) authorize the use of Port crews in support of the project and for removal of regulated materials. This request of \$1,400,000 is in addition to the \$2,031,000 that was previously authorized for a total project authorization of \$3,431,000 (CIP #C800495).**

Request document(s) provided by David Soike, Director, Aviation Facilities and Capital Program; and Wayne Grotheer, Director, Aviation Project Management Group:

- Commission agenda [memorandum](#) dated December 2, 2013.

**5d. Authorization for the Chief Executive Officer to (1) advertise and award a major construction contract and (2) utilize Port crews in the Federal Inspection Services Short-Term Improvements project in an amount not to exceed \$382,000 out of a total estimated project cost of \$1,141,000 (CIP #C800426).**

Request document(s) provided by Michael Ehl, Director, Airport Operations; and Wayne Grotheer, Director, Aviation Project Management Group:

- Commission agenda [memorandum](#) dated December 2, 2013.

**5e. Authorization for the Chief Executive Officer to execute an interlocal agreement with the Port of Tacoma and all other documents needed to conduct a joint economic impact study in an amount not to exceed \$200,000.**

Request document(s) provided by Kurt Beckett, Deputy Chief Executive Officer, and Michael Tong, Corporate Budget Manager:

- Commission agenda [memorandum](#) dated November 22, 2013.
- Proposed interlocal [agreement](#).

**5f. Authorization for the Chief Executive Officer to issue a change order for the Consolidated Rental Car Facility project to pay \$1,840,940, which is the undisputed amount of a claim from the contractor for electrical issues on the project and applicable sales tax. There is no additional funding associated with this request, as there is adequate project budget to cover the expenditure.**

Request document(s) provided by Ralph Graves, Managing Director, Capital Development:

- Commission agenda [memorandum](#) dated November 26, 2013.

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

**Second – Bowman**

**Motion carried by the following vote:**

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

**Absent for the vote: Creighton**

### **PUBLIC TESTIMONY**

As noted on the agenda, an opportunity for public testimony was provided, although no public comment was offered at this time.

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

**6a. Authorization to execute an interlocal agreement with the City of Burien and all other documents needed to finalize several real-estate-related actions provided for in the agreement in an amount not to exceed \$1,945,000.**

Request document(s) provided by Mark C. Griffin, Director, Real Estate Development; and Linda Stewart, Director, Aviation Community Partnerships:

- Commission agenda [memorandum](#) dated November 22, 2013.
- Proposed interlocal [agreement](#).
- Northeast Redevelopment Area [diagram](#).

There was no presentation at this time. The Port Commissioners received a presentation on the interlocal agreement during its consideration on December 3, 2013, and the request documents were distributed for review prior to the meeting of December 10, 2013.

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

**Second – Gregoire**

**Motion carried by the following vote:**

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

**Absent for the vote: Creighton**

**6b. Adoption of the Northwest Ports Clean Air Strategy 2013 Update. No funding is associated with this request.**

Request document(s) provided by Stephanie Jones Stebbins, Director Seaport Environmental and Planning, and Janice Gedlund, Seaport Air Quality Program Manager:

- Commission agenda [memorandum](#) dated November 18, 2013.
- Northwest Ports Clean Air Strategy 2013 [Update](#).

Presenter(s): Ms. Gedlund.

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

- The Northwest Ports Clean Air Strategy focuses exclusively on seaport, maritime activities. It does not apply to activity at the Airport.
- Today's agenda item 5a provided for a \$525,000 increase in funding to the Clean Truck program, of which \$500,000 are federal grants administered by the state Department of Ecology.

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

**Second – Bowman**

**Motion carried by the following vote:**

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

**Absent for the vote: Creighton**

## **7. STAFF BRIEFINGS**

### **Preliminary Briefing on Critical Work at Seattle-Tacoma International Airport.**

No presentation documents were provided for this briefing.

Presenter(s): Ralph Graves, Managing Director, Capital Development.

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

- The stormwater conveyance pipe on the former Town and Country mobile home park site south of the Airport has been deteriorating over time. The system empties into the City of SeaTac's stormwater basin, and the City has approached the Port asking that it be repaired.
- Repairs were originally planned to be less than the \$300,000 threshold requiring Commission authorization under the Master Delegation of Authority; however, current estimates indicate the cost will be over \$300,000.
- The new project cost estimate is about \$345,000.
- Work may be authorized by the CEO when it is determined that an emergency requires immediate action. Repairs to the stormwater system will commence under this critical work provision using Port crews, and a request for Commission authorization will be forthcoming in January.

## **8. NEW BUSINESS**

None.

**9. POLICY ROUNDTABLE**

None.

**10. ADJOURNMENT**

There being no further business, the regular meeting was adjourned at 1:17 p.m.

Tom Albro  
Secretary

Minutes approved: May 6, 2014.