



**Commissioners**

Stephanie Bowman  
Commission Co-President  
Courtney Gregoire  
Commission Co-President  
Tom Albro  
Bill Bryant  
John Creighton

Tay Yoshitani  
Chief Executive Officer

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**APPROVED MINUTES  
COMMISSION SPECIAL MEETING MARCH 18, 2014**

The Port of Seattle Commission met in a special meeting Tuesday, March 18, 2014, in the International Auditorium at Seattle-Tacoma International Airport, Seattle, Washington. Commissioners Albro, Bowman, Bryant, and Gregoire were present. Commissioner Albro participated by telephone. Commissioner Creighton was present after 1:24 p.m.

**1. CALL TO ORDER**

The special meeting was called to order at 1:11 p.m. by Courtney Gregoire, Commission Co-President.

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

None.

**3. MINUTES**

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

**PLEDGE OF ALLEGIANCE**

**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 of the minutes of the special meeting of November 8, 2013; regular meeting of November 19, 2013; special meeting of December 2, 2013; and regular meeting of December 3, 2013.**

**5b. Approval of the [claims and obligations](#) for the period of February 1-February 28, 2014, in the amount of \$45,477,616.60 including accounts payable check nos 821634-822532 in the amount of \$37,579,499.37 and payroll check nos P-176123-176320 in the amount of \$7,898,117.23 for a fund total of \$45,477,616.60.**

- 5c. Authorization for the Chief Executive Officer to advertise, award, execute, and construct a major works construction contract for the Grease Interceptor Augmentation Project (CIP #C800551) at Concourse C and the South Satellite at the Seattle-Tacoma International Airport in the amount of \$1,205,700. [as revised]**

*[Clerk's Note: Subsequent to the meeting of March 18, typographical errors were identified in the request memo submitted by Mr. Grotheer and Mr. Soike. The total amount of the request cited as \$1,304,700 was corrected to \$1,205,700. This figure is consistent with the financial data originally provided on page 3 of the memo.]*

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

- Commission agenda [memorandum](#) dated March 10, 2014, and subsequently corrected April 23, 2014.
- Grease Interceptor Location [Map](#).

- 5d. Authorization for the Chief Executive Officer to enter into a settlement agreement with Host International for certain unpaid concession rent on gross sales in its operations at Seattle-Tacoma International Airport.**

Request document(s) provided by James R. Schone, Director, Aviation Business Development, and Deanna Zachrisson, Manager, Concessions Business:

- Commission agenda [memorandum](#) dated February 28, 2014.
- [Settlement Agreement](#).

**Motion for approval of consent items 5a, 5b, 5c, and 5d – 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 comment was provided, but no testimony was offered at this time.

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

- 6a. Authorization for the Chief Executive Officer to design, advertise, and execute a major works construction contract for the North Utility Tunnel Steam Piping Upgrade project at Seattle-Tacoma International Airport in the amount of \$1,250,000 (CIP #C800659). [as revised]**

*[Clerk's Note: Subsequent to the presentation, typographical errors were identified in the request memo submitted by Mr. Grotheer and Mr. Soike. The total amount of the request cited as \$1,250,220 was corrected to \$1,250,000. The budget increase cited on page 3 of the memo as*

*[\$250,200 was corrected to \$250,000. The associated totals and subtotals were corrected accordingly.]*

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 March 10, 2014, and subsequently corrected April 23, 2014.

Presenter(s): Mr. Soike and Michael Tasker, Capital Program Leader, Aviation Project Management Group.

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

- The project provides heat to the North Satellite and ensures the reliability of the North Satellite heating system.
- Heat is delivered to the North Satellite via underground steam tunnels that are about seven feet high and eight feet wide. The tunnel contains cold and hot water, piping for pre-conditioned air for aircraft at the gate, communications wiring, and electrical power cables.
- Repairs are needed due to age of the equipment and normal wear and tear. Steam is leaking from joints in the conduit system.
- The request includes design and construction in order to complete work before the need for winter heating at the North Satellite. Construction will not commence until design is complete.

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

**Second – Bowman**

**Motion carried by the following vote:**

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

**Absent for the vote: Creighton**

## **7. STAFF BRIEFINGS**

### **7a. Legislative Update for March 18, 2014.**

Presenter(s): Patricia Akiyama, Director of Public Affairs.

Issues and measures reported as being tracked by the Port governmental relations team include the following:

- Maritime Goods Movement Act related to Harbor Maintenance Tax reform in the U.S. House of Representatives.
- Federal grants for projects to implement electrical ground support equipment usage at the Airport.
- Vessel Incidental Discharge Act in the U.S. Senate related to discharge of ballast water.

- Adoption of the Washington state budget.
- State derelict vessel legislation.
- State Department of Ecology No-Discharge-Zone petition to the U.S. Environmental Protection Agency.
- Work of the Legislative Task Force on Maritime and Manufacturing.
- Rideshare legislation by the Seattle City Council.
- City of Seattle minimum wage legislation.
- Condition and repair of the Alaskan Way Viaduct and status of tunnel boring.

*Commissioner Creighton was present after 1:24 p.m.*

**8. NEW BUSINESS**

None.

**9. POLICY ROUNDTABLE**

None.

**10. ADJOURNMENT**

There being no further business, the special meeting was adjourned at 1:27 p.m.

Tom Albro  
Secretary

Minutes approved: September 11, 2014.