



P.O. Box 1209
Seattle, Washington 98111
www.portseattle.org
206.787.3000

**APPROVED MINUTES
COMMISSION SPECIAL MEETING OCTOBER 13, 2015**

The Port of Seattle Commission met in a special meeting Tuesday, October 13, 2015, at Port of Seattle Headquarters, Commission Chambers, 2711 Alaskan Way, Seattle, Washington. Commissioners Albro, Bowman, Bryant, Creighton, and Gregoire were present.

1. CALL TO ORDER

The meeting was called to order at 11:35 a.m. by Commission Co-President Stephanie Bowman.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting was immediately recessed to an executive session estimated to last 90 minutes to discuss three matters relating to litigation and legal risk and one matter related to performance of a public employee. Following the executive session, which lasted approximately 85 minutes, the public meeting reconvened at 1:16 p.m.

PLEDGE OF ALLEGIANCE

A recording of this part of the meeting has been made available online.

3. SPECIAL ORDERS OF BUSINESS

3a. October 13, 2015, CEO Report.

Ted Fick, Chief Executive Officer, announced this year's Charles Blood Champion of Diversity award winner, Earl Parker, Harbor Facilities Coordinator at Fisherman's Terminal. He acknowledged receipt of the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada for the 2014 Comprehensive Annual Financial Report and updated the Commission on the status of ground transportation services at the Airport and the Port's continued strong financial performance.

A recording of this part of the meeting has been made available online.

4. 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.]

Upon request, agenda item 4i was removed from the Unanimous Consent Calendar for separate discussion and vote. Approval of the minutes of September 8 and September 22, 2015, were removed from consideration of agenda item 4a, which otherwise remained on Consent.

- 4a. Approval of the minutes of the joint public meetings of March 10 and 31; the special meetings of March 10, April 9, ~~September 8~~ [this date removed from consideration], and ~~September 22~~ [this date removed from consideration]; and the regular meeting of March 24, 2015. [passed as amended]**
- 4b. Authorization for the Chief Executive Officer to: (1) design and prepare construction bid documents for the Concourse B Ramp Level Holdroom project, and (2) use Port crews to construct and relocate airline ramp office and service spaces as the first element of this project at Seattle-Tacoma International Airport, for an amount not to exceed \$1,004,000. The total estimated cost of this project is \$4,186,000 (CIP #C800761).**

Request document(s) included a Commission agenda [memorandum](#) and holdroom [diagram](#).

- 4c. Authorization for the Chief Executive Officer to execute a new collective bargaining agreement between the Port of Seattle and the International Brotherhood of Teamsters, Local Union No. 117, covering the period from July 1, 2015, through June 30, 2018, and affecting 10 positions, including Credential Center Receptionist and Credential Specialists.**

Request document(s) included a Commission agenda [memorandum](#) and collective bargaining [agreement](#).

- 4d. Authorization for the Chief Executive Officer to execute up to two indefinite delivery, indefinite quantity contracts for Baggage Handling Design Services totaling no more than \$10,000,000 with a five-year contract ordering period. No funding is associated with this authorization.**

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

- 4e. Authorization for the Chief Executive Officer to execute a five-year contract for Port-wide Managed Print Services with option to renew for five additional one-year terms for an estimated value of \$6,000,000 for the full ten years.**

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

- 4f. Authorization for the Chief Executive Officer to execute one professional services indefinite delivery, indefinite quantity contract to perform environmental construction support services with a total value of \$2,300,000 and a contract ordering period of five years. No funding is associated with this authorization.**

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

- 4g. Authorization for the Chief Executive Officer to execute up to two personal services indefinite delivery, indefinite quantity contracts for consultant support for environmental services in support of potential future environmental investigations and remediation activities totaling no more than \$2,000,000 with a three-year contract ordering period. No funding is associated with this request.

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

- 4h. Second and final vote to temporarily suspend Resolution No. 3694 pending clarification of Washington State Supreme Court Case No. 89723-9. Suspension of Resolution No. 3694 was conditionally approved by a vote of the Commission on September 22, 2015, and will become effective upon a second affirmative vote. Following a response from the Court on the motion filed September 9, 2015, the Commission will address discrepancies between the City of SeaTac's Ordinance Setting Minimum Employment Standards for Hospitality and Transportation Industry Employers (SeaTac Ordinance 13-1020) and the Port's Resolution No. 3694.

Request document(s) included a Commission agenda [memorandum](#) and [full motion text](#).

As noted above, the following agenda item –

- 4i. Authorization for the Chief Executive Officer to execute a major public works construction contract with the lowest responsible bidder for the Terminal 5 Berth Modernization Test Pile Program, notwithstanding the low bid exceeding the engineer's estimate by more than 10 percent. *[temporarily postponed]*

– was temporarily postponed.

The motion for approval of consent items 4a *[as amended]*, 4b, 4c, 4d, 4e, 4f, 4g, and 4h carried by the following vote:

In favor: Albro, Bowman, Bryant, Creighton, Gregoire (5)

As noted above, agenda item 4i was removed from Unanimous Consent for separate discussion and vote, and the minutes of September 8 and 22, 2015, were not approved at this time.

A recording of this part of the meeting has been made available online.

5. PUBLIC TESTIMONY

Public comment was received from the following individual(s):

- Abdirahman Elmi, King County taxi driver, regarding pick-up privileges for King County taxis at the Airport
- Sheikh Abdirahman, Redmond, regarding the business ethics of for-hire vehicle companies
- Sadhu Singh, King County taxi driver, regarding pick-up privileges for King County taxis at the Airport
- Navtej Singh, King County taxi driver, regarding pick-up privileges for King County taxis at the Airport

- Bob Cassinelli, Yellow Cab, regarding the drawbacks of Transportation Network Companies (TNCs). Mr. Cassinelli submitted written materials, which are included here as minutes [Exhibit A](#) and are available for public review
- Chris Van Dyk, transportation network company Q, regarding the audit of Yellow Cab. Mr. Van Dyk submitted written materials, which are included here as minutes [Exhibit B](#) and are available for public review
- Amin Shifow, regarding pick-up privileges for King County taxis at the Airport
- Amar Khan, Yellow Cab, regarding the Yellow Cab contract and TNC operations at airports
- Eddie Rye Jr., Community Coalition for Contracts and Jobs, regarding employee dismissals and diversity within the Airport Dining and Retail (ADR) program
- Charlie James, Afri-PAC, regarding diversity within the ADR program

A recording of this part of the meeting has been made available online.

6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

Without objection, the Commission advanced to consideration of –

- 6a. Adoption of a motion to support offering a market competitive leave package for non-represented employees that includes four weeks of paid parental leave, and requesting staff incorporate that new benefit into the 2016 Salary and Benefits Resolution. The new benefit would become effective January 1, 2016, and should be consistent with the Port's Total Rewards Philosophy.**

Request document(s) included a Commission agenda [memorandum](#) and [full motion text](#).

Presenter(s): Tammy Woodard, Assistant Director, Human Resources & Development Total Rewards; Jean Godden, City of Seattle Councilmember, Position One.

Commissioners commended the motion, opining that it will bring the Port's policies more in line with other local employers, and will help the Port attract and retain quality employees.

Seattle City Councilmember Jean Godden attended the meeting in support of the motion. The City of Seattle adopted a similar policy earlier this year.

The motion reads as follows:

The Port Commission supports offering a market competitive leave package for non-represented employees that includes four weeks of paid parental leave, and requests staff incorporate that new benefit into the 2016 Salary and Benefits Resolution.

The new benefit would become effective January 1, 2016, and should be consistent with the Port's Total Rewards Philosophy.

The motion for approval of agenda item 6a, as listed above, carried by the following vote:

In favor: Albro, Bowman, Bryant, Creighton, Gregoire (5)

A recording of this part of the meeting has been made available online.

ITEMS REMOVED FROM CONSENT

The Commission returned to consideration of the following agenda item(s) removed from the Unanimous Consent Calendar for separate discussion and vote, as noted above –

- 4i. Authorization for the Chief Executive Officer to execute a major public works construction contract with the lowest responsible bidder for the Terminal 5 Berth Modernization Test Pile Program, notwithstanding the low bid exceeding the engineer's estimate by more than 10 percent.**

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

Presenter(s): Ralph Graves, Senior Director, Capital Development, and Anne Porter, Capital Project Manager, Seaport Project Management.

It was reported that this project was initiated by the Port of Seattle, but will ultimately be carried forward by the Northwest Seaport Alliance. The project will conduct testing to determine the number and spacing of marine piles. The low engineers estimate was attributed to lack of experience with a relatively new pile testing method.

Commissioners requested clarification on the benefits of the pilot project to eventual completion of Terminal 5 modernization.

The motion for approval of agenda item 4i carried by the following vote:

In favor: Albro, Bowman, Bryant, Creighton, Gregoire (5)

A recording of this part of the meeting has been made available online.

Agenda item 6a having been considered previously, the Commission advanced to consideration of –

- 6b. Authorization for the Chief Executive Officer to execute a contract for long-term environmental operations and monitoring at Terminal 91, as required under Agreed Order No. DE 8938 entered into with the Department of Ecology and dated April 10, 2012. The contract amount is estimated at \$730,000 with estimated contract duration of up to five years. No funding is associated with this request.**

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

Presenter(s): Kathy Bahnick, Manager, Seaport Environmental Programs.

The motion for approval of agenda item 6b carried by the following vote:

In favor: Albro, Bowman, Bryant, Creighton, Gregoire (5)

A recording of this part of the meeting has been made available online.

7. STAFF BRIEFINGS

7a. 2016 Aviation Division Operating and Capital Budgets Briefing.

Presentation document(s) included a Commission agenda [memorandum](#) and presentation [slides](#).

Presenter(s): Mark Reis, Managing Director, Aviation; David Soike, Director, Aviation Facilities and Capital Program; and Borgan Anderson, Director, Aviation Finance & Budget.

A briefing on the proposed 2016 Aviation Division budget was delivered. It was reported that in order to accommodate passenger growth, the 2016 budget includes both long-term facility planning and proposed projects to address current customer service challenges.

Commissioners inquired about growth projections relative to the assumptions made in the budget and were informed that the capital program assumes the growth will eventually slow. Commissioners noted that the Port of Seattle has an excellent track record of environmental leadership, and pointed out that there is an opportunity to be on the cutting edge regarding use of biofuels. The Commission expressed a desire to see customer service in areas such as cleanliness, restroom facilities, and wayfinding improve, and encouraged the use of technology, such as smartphone apps, in developing improvements.

A recording of this part of the meeting has been made available online.

7b. 2016 Maritime Division Operating and Capital Budgets Briefing.

Presentation document(s) included a Commission agenda [memorandum](#) and presentation [slides](#).

Presenter(s): Lindsay Pulsifer, Managing Director, Maritime Division, and Kelly Zupan, Director, Seaport Finance & Budget.

The 2016 budget for the Maritime Division was presented. Major expenditures in the 2016 budget focus on Fishermen's Terminal and Cruise projects, comprising 30 percent and 23 percent of the proposed budget, respectively.

The Commission expressed a desire for greater understanding of the stormwater utility's revenue and expenses, and travel expenses for staff, and provided direction regarding more granularity in the reporting of expenses for contingency projects.

A recording of this part of the meeting has been made available online.

7c. 2016 Economic Development Division Operating and Capital Budgets Briefing.

Presentation document(s) included a Commission agenda [memorandum](#) and presentation [slides](#).

Presenter(s): Dave McFadden, Managing Director, Economic Development, and Susie Archuleta, Real Estate Property Manager, Central Harbor Management.

A briefing was delivered regarding the 2016 Economic Development Division budget. This division is new, making it difficult to compare performance to prior years. It was reported that revenue will be reduced in 2016, partially due to Pier 66 improvements, which will temporarily decrease tenant revenues for that property.

Commissioners provided guidance with regard to use of consultants, and ways of measuring the success of the Economic Development Division, which operates as a cost center. It was suggested that there might be non-financial criteria for measuring the success of Economic Development initiatives.

A recording of this part of the meeting has been made available online.

7d. 2016 Capital Development and Corporate Capital Budgets Briefing.

Presentation document(s) included a Commission agenda [memorandum](#) and presentation [slides](#).

Presenter(s): Dan Thomas, Chief Financial Officer, and Ralph Graves, Senior Director, Capital Development.

This presentation was a continuation of the Corporate and Capital Development budgets briefing begun on September 22, 2015.

The Commission provided direction regarding budget calculations, expressing a wish to see a reduction in the under-execution of Capital Development budgets.

A recording of this part of the meeting has been made available online.

7e. Legislative Update for October 13, 2015.

Presenter(s): Beth Osborne, Federal Government Relations Manager, and Lindsay Wolpa, Regional Government Affairs Manager.

Legislation and Port policy advocacy at the federal and state levels were summarized.

Commissioners provided direction and clarification.

A recording of this part of the meeting has been made available online.

8. ADDITIONAL NEW BUSINESS – None.

9. ADJOURNMENT

There was no further business, and the meeting adjourned at 4:16 p.m.

Tom Albro
Secretary

Minutes approved: November 10, 2015.