



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

APPROVED MINUTES COMMISSION SPECIAL MEETING DECEMBER 13, 2016

The Port of Seattle Commission met in a special meeting Tuesday, December 13, at Port of Seattle Headquarters, Commission Chambers, 2711 Alaskan Way, Seattle, Washington. Commissioners Albro, Bowman, Creighton, and Felleman were present. Commissioner Gregoire was absent.

1. CALL TO ORDER

The meeting was called to order at 11:17 a.m. by Commission President John Creighton.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting was immediately recessed to an executive session estimated to last two hours to discuss one matter relating to performance of a public employee. At 1:12 p.m., the presiding officer announced that the executive session would be extended for an additional 30 minutes to reconvene at 1:30 p.m. Following the executive session, which lasted approximately 2 hours, 20 minutes, the public meeting reconvened at 1:49 p.m. Commissioner Creighton led the flag salute.

3. SPECIAL ORDERS OF BUSINESS

3a. December 13, 2016, CEO Report.

Ted Fick, Chief Executive Officer, previewed several items on the day's agenda and reported on progress on workforce development efforts, a recent study tour of the Port of Hamburg, Germany, and efforts to reduce wait times at the Seattle-Tacoma International Airport.

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

3b. Fishermen's Terminal Long Term Strategic Plan Update.

Presentation document(s) included a Commission agenda [memorandum](#), [corrected presentation slides](#), and [interpretive plan report](#).

Presenter(s): Stephanie Jones Stebbins, Director, Maritime Environmental & Sustainability; Joseph Gellings, Senior Planner, Maritime Environmental & Planning; Dave McFadden, Managing Director, Economic Development; and Mark Gleason, Director, Washington Maritime Federations.

The presentation to the Commission noted visits to and information gained from other ports and described an interpretive plan aimed at engaging the public in the work of the terminal. Commissioners commented on making Fishermen's Terminal a destination for the public without

interfering with the work done on the site. Signage and wayfinding were discussed. Staff recommendations to develop a light industrial incubator program at the terminal were noted. Commissioners emphasized the uniqueness of the terminal and the fishing fleet homeported there compared to other comparable ports. Commissioners noted a desire to plan for affordable housing options for fishers, not necessarily on the site at Fishermen's Terminal. Commissioners noted design considerations for the planning team.

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

3c. Authorization for the Chief Executive Officer to (1) execute a professional services agreement for building and site improvement design services in support of the Port's implementation of the Fishermen's Terminal Long-Term Strategic Plan for which the cumulative total amount is approximately \$7,000,000 and (2) of the \$7 million professional services agreement, proceed with design of the Gateway Building and first West Wall Building projects at Fishermen's Terminal for an amount not to exceed \$3,000,000 with a total estimated project cost of \$42,100,000.

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

Presenter(s): Dave McFadden, Managing Director, Economic Development and Jeffrey Utterback, Director, Real Estate and Economic Development.

The purpose and urgency of the request for site design services was described. Commissioners asked for clarification on the plan for further funding and noted an interest in seeing a plan for how more of the public will be drawn to Fishermen's Terminal in order to engage the public in the importance of the work being done at the terminal. Commissioners provided direction regarding graduating companies fostered by an incubator program and space at Fishermen's Terminal. It was reported that initial design would be performed by the Port and refined as a build-to-suit opportunity. The lease term proposed is 20 years with two five-year options.

The motion for approval of agenda item 3c carried by the following vote:

In favor: Albro, Bowman, Creighton, Felleman (4)

Absent for the vote: Gregoire

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.]

At the request of Commissioner Felleman, agenda item 4j was removed from the Unanimous Consent Calendar for separate discussion and vote.

4a. Approval of the minutes of the special meeting of November 1 and the regular meeting of November 8, 2016.

4b. Approval of the following salaries and claims of the Port of Seattle issued during the period November 1, 2016, through November 30, 2016: accounts payable checks no. 914291-914825 in the amount of \$6,366,385.26; accounts payable ACH no. 045584-046177 in the amount of \$24,509,033.92; accounts payable wire transfers no. 014392-014432 in the amount of \$9,240,566.93; payroll checks no. 184438-184613 in the amount of \$201,269.59; and payroll ACH no. 781845-785374 in the amount of \$8,271,937.20; for total payments in the amount of \$48,589,192.90.

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

4c. Authorization for the Chief Executive Officer to execute a contract with King County Metro to purchase One Regional Card for All cards for Port employees as noted in the Port's approved Commute Trip Reduction Program. The estimated value of the 2017 contract is \$350,000.

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

4d. Commission authorization for international travel in January 2017.

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

4e. Authorization for the Chief Executive Officer to conduct a competitive procurement and execute a service agreement with a medical claims administrator for the Port's two self-insured medical plans for five years with possible extensions of up to five additional years and a maximum duration of 10 years. The contract will be effective January 1, 2018, and have an estimated total value of \$12,000,000.

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

4f. Authorization for the Chief Executive Officer to (1) proceed with the Project Delivery System project; (2) use Port staff for software development and implementation; (3) procure required hardware, software, vendor services, and maintenance, for a total project cost not to exceed \$1,000,000 (CIP #C800321).

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

4g. Authorization for the Chief Executive Officer to prepare design and construction bid documents for the Emergency Generator Controls Upgrade project at Seattle-Tacoma International Airport not to exceed \$713,000 for a total estimated project cost of \$2,500,000 (CIP #C800784).

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

4h. Authorization for the Chief Executive Officer to execute a service agreement between Siemens Building Technologies USA and Seattle-Tacoma International Airport for the

Airport's Direct Digital Control System for the next three years with options for two, 1-year extensions. Total dollar value for the 5-year term is estimated at \$3.6 million.

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

- 4i. Authorization for the Chief Executive Officer to execute Change Order 16 to Contract MC-0317586, Terminal 91 Tank Farm Cleanup, extending the contract duration by 280 days. This change order additionally includes a settlement of an amount not to exceed \$256,000, which will come from existing project contingency funds.**

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

As noted above, agenda item 4j was temporarily postponed.

- 4k. Authorization for the Chief Executive Officer to execute an amendment to the lease with Fruit & Flower LLC dba Floret, to add additional space and to modify the build-out deadline and lease expiration dates.**

Request document(s) included a Commission agenda [memorandum](#), [floorplan](#), and [lease amendment](#).

The motion for approval of consent items 4a, 4b, 4c, 4d, 4e, 4f, 4g, 4h, 4i, and 4k carried by the following vote:

In favor: Albro, Bowman, Creighton, Felleman (4)

Absent for the vote: Gregoire

See agenda item 4j below.

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

5. PUBLIC TESTIMONY

An opportunity for public comment was provided, but no testimony was offered at this time.

The Commission advanced to consideration of –

ITEMS REMOVED FROM CONSENT

- 4j. Authorization for the Chief Executive Officer to (1) proceed with the construction phase of the Fishermen's Terminal Net Sheds 3, 4, 5, and 6 Roof Replacement Project and solar demonstration installation on Net Shed 5 and (2) advertise and execute a major public works contract for the roof replacement, all for an amount not to exceed \$2,989,000 for a total estimated project cost of \$3,259,000 (CIP #C800526).**

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

Presenter(s): Rod Jackson, Capital Project Manager, Seaport Project Management; Kenneth Lyles, Director, Fishing & Commercial Operations; Terrance Darby, Environmental Management Specialist; and Ralph Graves, Senior Director, Capital Development.

Commissioners requested clarifications regarding photovoltaic output and greenhouse gas emissions statistics reported for solar panel projects at Fishermen's Terminal, Pier 69, and the CEM site near Terminal 5. There was a discussion of return on investment and the value of conducting pilot projects. Promotion of local construction and manufacturing was discussed.

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

In favor: Albro, Bowman, Creighton, Felleman (4)

Absent for the vote: Gregoire

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

6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

- 6a. Second Reading and Final Passage of Resolution No. 3729: A Resolution of the Port Commission of the Port of Seattle authorizing the sale and issuance of limited tax general obligation bonds of the Port in the aggregate principal amount of not to exceed \$150,000,000 for eligible Port purposes, including reimbursement to the Port for a portion of the Port's contribution for the Alaskan Way Viaduct replacement program; and authorizing a designated Port representative to approve certain matters relating to the bonds.**

Request document(s) included a Commission agenda [memorandum](#) and draft resolution. For ease of reference, a copy of the adopted [Resolution No. 3729](#) is attached.

Presenter(s): Elizabeth Morrison, Director, Corporate Finance.

Previously, First Reading of Resolution No. 3729 was approved on November 22, 2016.

The motion for approval of Second Reading and Final Passage of Resolution No. 3729 carried by the following vote:

In favor: Albro, Bowman, Creighton, Felleman (4)

Absent for the vote: Gregoire

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

7. STAFF BRIEFINGS

- 7a. Draft 2017 Local and Regional Policy Priorities.**

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

Presenter(s): Pearse Edwards, Director, Government Relations; Katie Halse, Local Government Relations Manager; Lindsay Wolpa, Regional Government Affairs Manager; and Julie Collins, Senior Director, Public Affairs.

The Commission received a presentation on proposed local and regional policy priorities targeted for advocacy by Port staff. Commissioners requested clarification and provided direction on local and regional policy advocacy. Commissioners commented on the relationship of a transportation corridor to efforts to preserve and protect industrial land use, public engagement on transportation matters, underscoring of local tax benefits of Airport projects, Airport community livability considerations beyond the cities directly abutting the Airport, the need to measure emissions reduction success and community impacts, translating agency engagement on transit to the Airport into opportunities within Sound Transit's ST-3 initiative and improved engagement with Sound Transit generally, and the importance of an improved relationship with the City of Seattle.

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

7b. 2016 Third Quarter Capital Improvement Projects Report.

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

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

The Commission received a report on the status of major capital improvement projects in the third quarter of 2016, including significant variances to schedule and budget and project savings, where applicable. Commissioners requested clarifications and provided direction on the quality of information given for particular projects and the drivers behind project variances, and the timing for authorization of a guaranteed maximum price for the International Arrivals Facility.

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 4:08 p.m.

Stephanie Bowman
Secretary

Minutes approved: January 24, 2017.