

Commissioners  
John Creighton  
Chair and President  
Bill Bryant  
Patricia Davis  
Lloyd Hara  
Gael Tarleton



Tay Yoshitani  
Chief Executive Officer

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*An audio of the meeting proceedings and meeting materials are available on the Port of Seattle web site -*

<http://www.portseattle.org/about/organization/commission/commission.shtml>

*(The approximate point in the audio recording for the specific item is identified by minutes and seconds; example: 01:30.)*

**APPROVED MINUTES  
COMMISSION REGULAR MEETING OCTOBER 28, 2008**

The Port of Seattle Commission met in a regular meeting at 3:00 p.m., Tuesday, October 28, 2008 in the International Conference Center, Airport Office Building, Seattle-Tacoma International Airport, Seattle, WA. Commissioners Bryant, Creighton, Davis, Hara and Tarleton were present.

**1. CALL TO ORDER**

The regular meeting was called to order at 3:00 p.m. by John Creighton, Chair and President.

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

The regular meeting was immediately recessed to an executive session to discuss Legal and Real Estate matters for approximately one hour and reconvened to public session.

**PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

**(00:01:15) Motion for approval of minutes of the regular meeting of October 14, 2008 – Bryant**

**Motion carried by the following vote:**

**In Favor: Bryant, Davis, Tarleton (3)**

Commissioners Creighton and Hara were absent from the subject meeting.

**4. SPECIAL ORDER OF BUSINESS**

Prior to moving forward with scheduled agenda items, CEO Yoshitani commented on the Port's acquisition of the Eastside Rail Corridor from BNSF. He noted that the acquisition, originally scheduled to close by the end of 2008, subject to both approval from the Surface Transportation Board, as well as the placement of an operating agreement with a third party operator, was being delayed. Mr. Yoshitani announced that due to the current economic situation, the closing would be targeted for sometime during the first quarter of 2009. He also noted that the Commission was still committed to completing the transaction, and that a press release would be going out later in the day.

**5. UNANIMOUS CONSENT CALENDAR**

None.

*Aviation items were advanced on the agenda as follows:*

**8. AVIATION ITEMS**

**a. (ITEM WITHDRAWN) Request for authorization to execute amendments to the Prime Lease and Concessions Agreements with Host International and Seattle Restaurant Association to cap mid-term refurbishment requirements to no more than \$100 per square foot, and specify dates for completion of mid-term refurbishments in concessions units.**

**b. (00:05:35) Request for authorization to execute a professional services agreement, for a maximum term of three years or a maximum spending limit of \$2,200,000 for the purpose of contracting Surface Water Monitoring Support Services in support of mandatory requirements of the National Pollution Discharge Elimination System (NPDES) permit for the Seattle-Tacoma International Airport.**

Request document: Commission agenda [memorandum](#) dated October 10, 2008 from Mark M. Reis, Managing Director, Aviation Division.

**Motion for approval: Hara**

**Motion carried by the following vote:**

**In Favor: Bryant, Creighton, Davis, Hara, Tarleton (5)**

**c. (00:07:55) Request for authorization to execute a professional services agreement for a maximum term of three years or a maximum spending limit of \$660,000 for the purpose of contracting Toxicological Monitoring, Testing,**

**Reporting, and Planning Services in support of mandatory requirements of the National Pollution Discharge Elimination System Permit (NPDES) for the Seattle-Tacoma International Airport.**

Request document: Commission agenda [memorandum](#) dated October 10, 2008 from Mark M. Reis, Managing Director, Aviation Division.

**Motion for approval of Item 8c – Hara**

**Motion carried by the following vote:**

**In Favor: Bryant, Creighton, Davis, Hara, Tarleton (5)**

**d. (00:10:38) Request for authorization for reconstruction of [Runway 16L/34R](#) at Seattle-Tacoma International Airport for an additional \$83,000,000, bringing the total project authorization to \$85,000,000.**

Request document: Commission agenda [memorandum](#) dated October 10, 2008 from Michael Ehl, Director, Airport Operations and Robert Riley, Director, Aviation Capital Improvement Program

Presenters: Dave Soike, Deputy Director, Aviation Division; John Rothnie, Aviation Capital Improvement Program Leader; Tina Soike, Senior Manager, Airport Operations

**Motion for approval of Item 8d, subject to the understanding that the item would be reviewed during the budget process, that staff would proceed with remaining design, and that the project would not go out to bid until after the final budget had been approved – Hara**

**Motion carried by the following vote:**

**In Favor: Bryant, Creighton, Davis, Hara, Tarleton (5)**

*Item 6b was advanced on the agenda as follows:*

**6. POLICY AND STAFF BRIEFINGS**

**b. (00:36:26) Monthly Rental Car Facility Project Update**

Presentation Documents: Commission agenda [memorandum](#) and [attachment](#) dated October 3, 2008 from Michael Ehl, Director, Airport Operations and George England, Program Leader, Project Management Group.

Presenters: Mr. England and Jim Schone, Director, Aviation Business Development

Commissioner Tarleton suggested that for future briefings on the Rental Car Facility, a site photo be included in order for the public to better understand areas being referred to during the discussion.

**a. (00:47:31) Preliminary Draft Plan of Finance and Tax Levy Discussion for Seaport and Real Estate Divisions**

Presentation Documents: Commission Agenda [Memorandum](#) and computer slide [presentation](#) dated October 10, 2008 from Elizabeth Morrison, Sr. Manager, Corporate Finance.

Presenters: Ms. Morrison and Dan Thomas, Chief Financial Officer

Items discussed:

- Sources of Funding – Non-Airport
- Funding of Projects
- Seaport and Real Estate Net Income Funding Capacity
- Committed CIP Funding from Net Income
- Prospective CIP
- Committed and Business Plan Prospective Spending
- Background of Funding Scenarios
- Key Assumptions
- Funding Scenarios
- Levy Amounts – 2 Scenarios
  - Funding of All Business Plan Prospective
  - Reduced Levy: Paying General Obligation Bond Debt Service

Commissioner Creighton suggested that staff provide two additional possible scenarios – one reflecting a reduction of the millage rate by one cent, and one reflecting holding the levy dollar amount constant.

Commissioner Davis asked that within the proposed scenarios, staff include information on which projects would need to be cut, rather than just a dollar amount.

Commissioner Bryant commented that a letter had been sent to staff from the Commission explaining all scenarios the Commission would like to see for comparison, as well as the information requested by Commissioner Davis.

Commissioner Davis suggested that an addition special meeting be held specifically for the discussion of the scenarios that staff would be preparing in response to the letter from the Commission.

Commissioners clarified to staff that for purposes of creating the requested scenarios for the next 5-10 years, the same rate be used as is used for 2009.

Public Comment regarding Item 6a was received from the following:

- Fred Felleman, Friends of the Earth

**11. GENERAL BUSINESS**

None.

**7. MARINE ITEMS**

None.

**9. CAPITAL DEVELOPMENT**

None.

**10. REAL ESTATE**

None.

**12. NEW BUSINESS**

**(01:34:38) Commission motion directing staff to review and evaluate the Port's Request for Proposal (RFP) process. The direction being given to staff is not only part of a result of the State Auditor's Performance Audit, but also because of the desire to look at how Port Policies, Procedures and processes can be improved.**

Following Commissioner Creighton's provision of the substance of the motion, the **motion was officially put forth – Davis**

Prior to the vote, Commissioner Tarleton recommended that the Commission receive an annual report from the Capital Development Division explaining what changes are taking place within the RFP process.

**Motion carried by the following vote:**

**In Favor: Bryant, Creighton, Davis, Hara, Tarleton (5)**

Commissioner Creighton provided background on a trip he recently took to Europe, an annual trip in connection to the Port's tourism, which takes place in conjunction with the Washington State Department of Tourism and the Seattle Convention and Visitors' Bureau.

**13. ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:53 p.m.

(A digital recording of the meeting is available on the Port's website.)

Bill Bryant  
Secretary