

Commissioners

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Chair and President
Bill Bryant
Patricia Davis
Lloyd Hara
Gael Tarleton



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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.shtml>

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

**APPROVED MINUTES
COMMISSION SPECIAL WORK SESSION NOVEMBER 4, 2008**

The Port of Seattle Commission met in a special work session at 2:00 p.m., Tuesday, November 4, 2008 in the Commission Chambers at Pier 69, 2711 Alaskan Way, Seattle, WA. Commissioners Bryant, Creighton, Davis, Hara and Tarleton were present.

1. CALL TO ORDER

The special work session was called to order at 2:05 p.m. by John Creighton, Chair and President.

PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

(00:00:49) Motion for approval of the minutes of the special work session of October 9, 2008 – Tarleton

Motion carried by the following vote:

In Favor: Bryant, Hara, Tarleton (3)

Commissioners Creighton and Davis were absent from the subject meeting.

3. (00:01:16) Recognition of Clean/Marina [EnviroStars Award](#) Presented to Fishermen's Terminal

Presentation Documents: Commission agenda [memorandum](#) dated October 17, 2008 from Joe McWilliams, Managing Director, Real Estate Division and computer slide [presentation](#) titled, “Environmental Best Management Practices.”

Presenter: Kenneth Lyles, Manager, Fishing Vessel Services

Mr. Lyles introduced Ms. Laurel Tomchik, EnviroStars Program Manager, who provided a background on the EnviroStars Program and Mr. Emmanuel Rivera, an environmental investigator with the EnviroStars Program, who spoke about the success of the environmental programs at Fishermen’s Terminal.

(00:19:50) Following the EnviroStars Award recognition, CEO Yoshitani asked staff to provide a brief update on the [2008 Cruise Season](#). Charlie Sheldon, Managing Director, Seaport Division, reported that 2008 was the busiest cruise season for the Port thus far, noting there had been a total of 210 cruise ship visits, with a total of 886,039 passengers. He also commented that each time a homeport ship docks, there is a local economic benefit of \$1.7 million.

4. (00:24:38) Briefing on Lower Duwamish Waterway Remedial Investigation and Feasibility Study

Presentation Documents: Commission agenda [memorandum](#) dated October 14, 2008 from Stephanie Jones Stebbins, Senior Manager, Seaport Environmental Programs and Kathy Bahnick, Environmental Program Supervisor, Seaport Environmental Programs and computer slide [presentation](#).

Presenter: Ms. JonesStebbins and Ms. Bahnick

During the staff presentation, the following topics were discussed:

- Lower Duwamish Waterway, Currently and Historically
- Duwamish/Green River Watershed
- Lower Duwamish Waterway Parties
 - Port of Seattle
 - City of Seattle
 - King County
 - The Boeing Company
- Joint EPA and Ecology Order
- Site Study Timeline
- Risk Reduction / Meeting Risk Reduction Goals
- Average PCB Concentrations in Chinook Salmon
- Background Work Being Conducted
- Preliminary Comparison of PCB Reductions
- Producing a Workable Cleanup Plan

Following the presentation, staff introduced Ms. B.J. Cummings, Coordinator, Duwamish River Clean-up Coalition, who provided a computer slide presentation titled, “Community Involvement in the Duwamish River Cleanup” to the Commission. A copy of the slide presentation is by reference, made a part of these minutes, is marked Exhibit ‘[A](#),’ and is on file in Port offices.

As a part of Ms. Cummings’ presentation, a document titled ‘Duwamish Valley Vision Map’ was also provided. A copy of the document is by reference, made a part of these minutes, is marked Exhibit ‘[B](#),’ and is on file in Port offices.

Item 7 was advanced on the agenda as follows:

7. (01:08:50) Briefing on “Jobs First: Clean Trade for Green Jobs”

Presentation Documents: Commission agenda [memorandum](#) dated October 14, 2008 and computer slide [presentation](#) from Tom Barnard, Commission Research and Policy Analyst

Presenter: Mr. Barnard

Mr. Barnard provided background for discussion on a proposal put forward by Commissioner Tarleton titled, “Jobs First: Clean Trade for Green Jobs.”

Following Commission discussion, Mr. Barnard noted that he planned to meet with department heads of both the Seaport and Airport operating divisions in order to develop a matrix reflecting high-priority projects. Along with other information, the matrix would include information regarding funding sources and possible job and environmental impacts. Following development of the matrix, an additional briefing would be provided to the Commission as a step to further implement the ‘Jobs First’ approach.

5. (01:38:26) Update on the Performance Audit Report of Port of Seattle Construction Management

Presentation Documents: Commission agenda [memorandum](#) dated October 28, 2008 from Dakota Chamberlain, Manager, Seaport Project Management and Janice Zahn, Assistant Director, Engineering Construction Services, and computer slide [presentation](#) titled, “State Audit Response Update – Construction Change Orders.”

Presenters: Mr. Chamberlain, Ms. Zahn, and Ray Rawe, Chief Engineering Director

Review of the following recommendations was provided:

- Compliance History
- Benchmark History
- Revised Procedures
- Training History

6. (01:58:04) Seaport and Real Estate Funding Plan and Tax Levy Discussion

Presentation Documents: Commission agenda [memorandum](#) dated October 30, 2008 from Elizabeth Morrison, Senior Manager, Corporate Finance, computer slide [presentation](#), and spreadsheets reflecting projects that could be funded under each of the scenarios presented for both Seaport and Real Estate.

Presenters: Ms. Morrison, Dan Thomas, Chief Financial Officer and Boni Buringrud, Manager, Seaport Finance & Budget

The briefing was provided in response to Commission request for a number of funding scenarios and implications associated.

Topics reviewed included:

- Funding Scenarios Analyzed
 - Flat Amount – 2009 tax levy set equal to 2008 tax levy amount
 - 1 cent rate reduction
 - ½ cent rate reduction
 - Flat Rate – 2009 tax levy estimated based on 2008 tax levy rate
- Assumptions
- Scenario Development
- Seaport and Real Estate CIP
- Committed and Business Plan Prospective Spending
- Scenario Results – Tax Levy
- Scenario Results – Capital Spending
- Considerations
- Scenario Results – Deferred Spending by Division
- Included Business Plan Prospective Spending by Division

Following discussion of the four proposed scenarios, Commission direction was given to staff to proceed with the scenario of a ½ cent reduction in rate, in which the 2009 tax levy is estimated based on a half-cent reduction in rate to 21.9 cents per \$1000 assessed value.

Commissioner Bryant suggested that while using the ½ cent levy rate reduction for further scenarios, they prepare the budget as though using a flat amount. This would allow holding \$5-7 million in reserve for environmental and jobs programs.

7. ADJOURNMENT

There being no further business, the special work session was adjourned at 5:17 p.m.

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

Bill Bryant
Secretary