



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 JANUARY 13, 2009**

The Port of Seattle Commission met in a regular meeting at 3:00 p.m., Tuesday, January 13, 2009 in the Commission Chambers at Pier 69, 2711 Alaskan Way, Seattle, WA. Commissioners Bryant, Creighton, Davis, and Hara were present. Commissioner Tarleton was absent.

1. CALL TO ORDER

The regular meeting was called to order at 3:00 p.m. by Bill Bryant, Commission President.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

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

PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

(00:00:57) Motion for approval of the minutes of the November 4, 2008 special work session and the regular meeting of November 11, 2008 – Creighton

Motion carried by the following vote:

In favor: Bryant, Creighton, Davis, Hara (4)

Commissioner Tarleton was absent for the vote.

4. SPECIAL ORDER OF BUSINESS

None.

5. (00:01:29) UNANIMOUS CONSENT CALENDAR

- a. Approval for payment of Claims and Obligations for the period of December 1 through December 31, 2008**
- b. Authorization to (1) execute and administer a sole source one-year marketing agreement with the Seattle Convention and Visitors Bureau at a cost not to exceed \$225,031 in 2009, and (2) renew the marketing agreement for three one-year periods for a total estimated cost of \$900,124.**

Request document: Commission agenda [memorandum](#) dated January 8, 2009 from Jane Kilburn, Director, Public Affairs

- c. Authorization for the Enhanced SharePoint Infrastructure Project for an amount not to exceed \$500,000.**

Request document: Commission agenda [memorandum](#) dated December 19, 2008 from Peter Garlock, Chief Information Officer

- d. Authorization for Website Redesign Project for an amount not to exceed \$500,000.**

Request document: Commission agenda [memorandum](#) dated December 19, 2008 from Peter Garlock, Chief Information Officer

Motion for approval of Unanimous Consent items – Davis

Motion carried by the following vote:

In Favor: Bryant, Creighton, Davis, Hara (4)

Commissioner Tarleton was absent for the vote.

Prior to moving forward with scheduled agenda items, Commissioner Bryant stated that the Governor had made an announcement earlier in the day regarding the Viaduct replacement project, and that the Port is being asked to contribute up to \$300 million toward the freight mobility aspects of the project. He commented that the Commission and the CEO would carefully review the Port's financial situation in light of the request, and noted that a significant portion of the January 27 commission meeting would be set aside for discussion of the issue.

6. POLICY AND STAFF BRIEFINGS

a. (00:04:42) 2008 Port Awards

Briefing document: Commission agenda [memorandum](#) dated January 7 2009 from Kurt Beckett, Managing Director, External Affairs

CEO Yoshitani recognized [awards](#) which were received by the Port during 2008, which were presented by both peers and outside organizations. He commented that following a year in which the Port faced numerous challenges, he felt it was also important to recognize achievements that had been made. Mr. Yoshitani noted that a list of the awards was available on the Port's website.

b. (00:09:16) Update on Terminals 30 and 92 – Construction Field Progress

Briefing documents: Commission agenda [memorandum](#) dated December 23, 2008 and computer slide [presentation](#) from Fred Chou and Ticson Mach, Capital Project Managers

Ralph Graves, Managing Director, Capital Development, was available for questions. Commissioner Bryant stated that since photographs of the project were included in the briefing materials, the commission would wait until the next commission meeting for further specific updates.

Public comment regarding Item 6b was received from the following:

- Fred Felleman, Friends of the Earth. Mr. Felleman questioned what the current status of uplands disposal was. Mr. Graves responded that there had been some delay, although not major, due to recent inclement weather.

c. (00:13:03) Information and Communication Technology (ICT) Briefing

Presentation documents: Commission agenda [memorandum](#) dated December 31, 2008 and computer slide [presentation](#) from Peter Garlock, Chief Information Officer.

Presenters: Mr. Garlock; Dave Wilson, Chief Technology Officer; and Kim Albert, Senior Manager, IT Business Services

Topics reviewed:

- Investment Governance
- Major 2009 Projects
- Management Risks
- System Life Cycles
- ICT Expense Trends
- Budget by Cost Categories

- Budget by Function
- Challenges

General Business Item 11a was advanced on the agenda as follows:

11. GENERAL BUSINESS

- a. (00:39:19) Request for authorization to execute a three-year renewal of existing Microsoft Enterprise Agreement for software licensing and services for an estimated cost of \$2,045,000.**

Request document: Commission agenda [memorandum](#) dated January 7, 2009 from Peter Garlock, Chief Information Officer and Kim Albert, Senior Manager, ICT Services

Presenter: Mr. Garlock

Motion for approval of Item 11a – Hara

Motion carried by the following vote:

In Favor: Bryant, Creighton, Davis, Hara (4)

Commissioner Tarleton was absent for the vote

The agenda was returned to Policy and Staff Briefings as follows:

6. POLICY AND STAFF BRIEFINGS

- d. (00:41:53) Briefing on East Marginal Way Grade Separation**

Briefing document: Commission agenda [memorandum](#) dated December 24, 2009 and computer slide [presentation](#) from Charlie Sheldon, Managing Director, Seaport and Dakota Chamberlain, Manager, Seaport Project Management

Presenter: Mr. Sheldon and Mr. Chamberlain

Mr. Sheldon noted that today's presentation was intended to provide an update on the progress of the East Marginal Way Grade Separation and to set the stage for a future request for authorization of further funding.

Mr. Chamberlain noted a correction to information on one of the presentation slides that had previously been distributed to the Commissioners and the public. The dollar amount regarding East Marginal Way Project Cost Estimates now, was corrected to be \$50.7 million.

7. MARINE ITEMS

- a. (00:58:28) Resolution No. [3210](#), First Reading. Naming the new cruise terminal located on Pier 91 “Smith Cove Cruise Terminal”**

Request document: Commission agenda [memorandum](#) dated December 30, 2008 from Charlie Sheldon, Managing Director, Seaport Division

Presenters: Mr. Sheldon and Mike McLaughlin, Senior Manager, Cruise and Industrial Properties

Motion for approval of First Reading of Resolution No. 3210 - Creighton

Public comment was then received from the following:

- Fred Felleman, Friends of the Earth. Mr. Felleman commented on comments made by Commissioner Davis at the previous commission meeting regarding a ten-year lease with the cruise lines. Mr. Sheldon responded to Mr. Felleman’s questions.

Commissioner Davis stated that she would vote against the resolution as she felt more time was needed for thought about the specific naming of the terminal.

Motion carried by the following vote:

In favor: Bryant, Creighton, Hara (3)

Opposed: Davis (1)

Commissioner Tarleton was absent for the vote.

8. AVIATION ITEMS

- a. (01:05:17) Request for authorization to perform design for the Pre-conditioned Air Project at Seattle-Tacoma International Airport for an amount of \$3,770,000.**

Request document: Commission agenda [memorandum](#) dated December 23, 2008 from Michael Ehl, Director, Airport Operations; Robert F. Riley, Director, Aviation Capital Improvement Program; and Richard Ottele, General Manager, Aviation Facilities and Infrastructure

Presenters: Mr. Ehl and Dave Soike, Deputy Managing Director, Aviation Development and Finance

During the presentation, Mr. Soike clarified that although this project would increase the cost per enplanement (CPE) amount, the project is beneficial since it would save costs to the airlines over the long term, and stated that the project was overwhelmingly supported by the airlines.

Motion for approval of Item 8a – Creighton

Motion carried by the following vote:

In Favor: Bryant, Creighton, Davis, Hara (4)

Commissioner Tarleton was absent for the vote.

- b. (01:13:26) Request for authorization to award the contract for janitorial service for Seattle-Tacoma International Airport, for a three year period effective February 1, 2009 through January 31, 2012, for an initial annual contract amount of \$7,988,737 and a total estimated value of \$39,943,685 for the five-year term.**

Request document: Commission agenda [memorandum](#) dated December 31, 2008 from Michael Ehl, Director, Airport Operations

Presenters: Mr. Ehl; Nick Harrison, Senior Manager, Airport Operations; and Elaine Ko, Director, Social Responsibility

In response to questions from Commissioners, Ms. Ko clarified that follow-up work would be done with agencies that were not recipients of the contract award to assist them in future attempts in obtaining service contracts with the Port.

Motion for approval of Item 8b – Davis

At Commissioner Davis' request, Mr. Ehl clarified that the request is for a contract of a 3-year term, with two additional one-year extensions.

Motion carried by the following vote:

In Favor: Bryant, Creighton, Davis, Hara (4)

Commissioner Tarleton was absent for the vote.

9. CAPITAL DEVELOPMENT

- a. (01:23:30) Request for authorization for permitting, design, and project management of replacement of steel sheet pile bulkhead between the West and Central Piers at the Maritime Industrial Center for an amount of \$360,000.**

Request document: Commission agenda [memorandum](#) dated December 12, 2009 and computer slide [presentation](#) from Darlene Robertson, Director, Harbor Services and Tim Leonard, Capital Project Manager

Presenters: Mr. Leonard and Kenny Lyles, Manager, Fishing Vessel Services

Motion for approval of Item 9a - Davis

Motion carried by the following vote:

In Favor: Bryant, Creighton, Davis, Hara (4)

Commissioner Tarleton was absent for the vote

10. REAL ESTATE

None.

11. GENERAL BUSINESS

None.

12. NEW BUSINESS

Commissioner Davis commented on a recent booklet which had been distributed titled "Seattle's Hidden Gems."

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:37 p.m.

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

Lloyd Hara
Secretary