



Commissioners

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Chair and President
Tom Albro
John Creighton
Rob Holland
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/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 APRIL 27, 2010**

The Port of Seattle Commission met in a regular meeting at 1:00 p.m., Tuesday, March 9, 2010 in the International Auditorium at Seattle-Tacoma International Airport, Seattle, WA. Commissioners Albro, Bryant, Creighton, Holland and Tarleton were present.

1. CALL TO ORDER

The regular meeting was called to order at 12:36 p.m. by Bill Bryant, Chair and President.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The regular meeting was immediately recessed to an Executive Session to discuss Real Estate matters for approximately 30 minutes and reconvened to open public session.

PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

Motion for approval of Minutes of March 23, 2010 special meeting – Creighton

Second: Holland

Motion carried by the following vote:

In Favor: Albro, Bryant, Creighton, Holland (4)

Commissioner Tarleton was absent from the subject meeting.

4. SPECIAL ORDER OF BUSINESS

(00:01:33) Women's Outstanding Achievement Award

Presentation document: Commission agenda [memorandum](#) dated April 12, 2010 from Marjorie Hillson, Senior Manager, Diversity and Consulting Services and Kristal Roberts, Senior Organizational Development Consultant.

CEO Yoshitani acknowledged the winners of the 2009 Women's Outstanding Achievement Award, an award which was established in 2007 as part of the Women's Initiative, and recognizing exceptional contributions made to the Port's success. The recipients of the award for 2009 were Stephanie Jones Stebbins; the team of Jennifer Lewis and Desiree Prewitt; Elizabeth Morrison; and Deb Sorenson.

Mr. Yoshitani also acknowledged work done by Kristal Roberts of Human Resources and Development in shepherding the selection process of the award winners.

Award recipients present were introduced and there was a photo opportunity with Commissioners and Mr. Yoshitani.

5. (00:06:07) UNANIMOUS CONSENT CALENDAR

- a. Authorization for the Chief Executive Officer to execute appropriate contract documents to continue Internap data center contract for up to five years and \$1.8 million.**

Request document: Commission agenda [memorandum](#) dated March 31, 2010 from Peter Garlock, Chief Information Officer

- b. Authorization for the Chief Executive Officer to execute [Interlocal Agreements](#) (IA), substantially as drafted, with the Washington Association of Sheriffs and Police Chiefs (WASPC), to provide mapping services for critical incident planning purposes for the Smith Cove Cruise Terminal (SCCT) at Pier 91 and the Light Rail Terminal at Seattle-Tacoma International Airport. The current obligation is \$20,653, and it will be amended if additional facilities can be mapped as funds are available. Amount of request is \$300,000 to map additional facilities.**

Request document: Commission agenda [memorandum](#) dated April 8, 2010 from Colleen Wilson, Chief of Police, Port of Seattle Police Department

- c. Authorization for the Chief Executive Officer to execute an [Interlocal Agreement](#) (IA), substantially as drafted, between the Port and King County, the City of Seattle, the City of Tacoma, EPSCA, the WSP, the Valley Communications Center, Snohomish County and Pierce County, to participate in the Regional Executive Policy Committee Project Steering Committee (PSC), which is comprised of agencies contributing money to fund a study of the future emergency communications system for the three county region of**

King, Pierce and Snohomish Counties. The Port's obligation under this IA is a one-time contribution of \$20,000, which must be paid within 45 days of signing.

Request document: Commission agenda [memorandum](#) dated April 12, 2010 from Colleen Wilson, Chief of Police, Port of Seattle Police Department

- d. Authorization for the Chief Executive Officer to increase the amount authorized for this project by \$38,000 to pay additional in-house and contractor costs to compete the barge layberth improvements at Terminal 25, Pier 28 and Terminal 46, for a total authorization of \$338,000.**

Request document: Commission agenda [memorandum](#) dated April 7, 2010 from Dakota Chamberlain, Director, Seaport Project Management and Mark Longridge, Capital Project Manager

Motion for approval of Consent Items 5a-5d – Tarleton

Second: Albro

Motion carried by the following vote:

In Favor: Albro, Bryant, Creighton, Holland, Tarleton (5)

6. DIVISION, CORPORATE AND COMMISSION ACTION ITEMS

- a. (00:07:34) Authorization for the Chief Executive Officer to prepare design and construction bid documents for the replacement of approximately 90,000 square feet of roof systems located on the south end of the Main Terminal at Seattle-Tacoma International Airport (Airport). This authorization is for \$120,000 of a total estimated project cost of \$2,640,000 (CIP #C800360).**

Request document: Commission agenda [memorandum](#) dated April 9, 2010 from M. Luisa Bangs, Senior Maintenance Manager, Aviation Maintenance and Wayne Grotheer, Director, Aviation Capital Improvement Program

Presenters: Ms. Bangs and Mr. Grotheer

Mr. Grotheer stated that this request is related to the first phase of replacement of the roof at the Main Terminal at the Airport, a cycle which will take place over a number of years. He noted that the roof in this area is at or will be at the end of its useful life by the time it is replaced.

Ms. Bangs provided a brief [overview](#) of the location of the first phase of the project, the south end of the Main Terminal, noting that this is where there are the worst leaks and membrane damage.

Responding to a question from Commissioner Albro about the cost of roofing, Rick Wright, Manager, Aviation Maintenance, addressed the fact that costs are mainly driven by oil costs, which are difficult to forecast, but they increase at about 10-15% annually.

Mr. Wright also commented on anticipated environmental benefits and energy savings, noting that white roofing will be used, providing good reflectivity and reducing heating costs as well as cooling costs in the summer. He stated also that the thickness of the insulation will be increased.

Motion for Approval of Item 6a - Creighton

Second – Albro

Motion carried by the following vote:

In Favor: Albro, Bryant, Creighton, Holland, Tarleton (5)

- b. (00:20:23) Authorization for the Chief Executive Officer to approve all work and contracts, including executing and amending any and all necessary contracts and service directives, for the Automated Vehicle Identification (AVI) System Replacement Project in an amount not to exceed \$840,000. The project will be competitively procured.**

Request document: Commission agenda [memorandum](#) dated April 12, 2010 from Michael Ehl, Director, Airport Operations and Peter Garlock, Chief Information Officer

Presenters: Mr. Garlock and Paul Grace, Senior Manager, Airport Operations

Motion for approval of Item 6b - Albro

Second – Tarleton

Motion carried by the following vote:

In Favor: Albro, Bryant, Creighton, Holland, Tarleton (5)

Mr. Grace stated that the request before them moves forward with the replacement of two systems which are part of the ground transportation operation at the Airport, both of which are at least ten years old. He noted that existing hardware will be used, which will be a cost savings.

- c. (00:24:44) Authorization for the Chief Executive Officer to execute a professional services Indefinite Delivery/Indefinite Quantity (ID/IQ) contract for roadways planning and preliminary design services totaling \$600,000 for one (1) year with the option to extend for up to two (2) years. Work will be released through service directives as needed for a total not to exceed \$600,000.**

Request document: Commission agenda [memorandum](#) dated April 9, 2010 from Elizabeth Leavitt, Director, Aviation Planning and Environmental and Tom Hooper, Planner, Aviation Planning

Presenters: Presenters: Dave Soike, Director, Aviation Facilities and Capital Programs and Mr. Hooper

Mr. Soike commented that this project will continue the long cooperation the Airport has had with Sound Transit.

Mr. Hooper described the [area of the project](#), noting that it is a narrow corridor where existing and future Airport roadways are co-located with the planned light rail extension alignment from the existing Airport station along 28th Ave. S. to South 188th St. He noted that although the Port does not have a project moving forward at this time, further definition of the Airport roadways is needed to inform the design of the light rail extension.

Commissioner Tarleton commented on the importance of working closely with Sound Transit on issues, such as how we will share the cost of public art, landscaping mitigation, and proposed future bike paths.

Motion for approval of Item 6c – Tarleton

Second – Holland

Motion carried by the following vote:

In Favor: Albro, Bryant, Creighton, Holland, Tarleton (5)

7. STAFF BRIEFINGS

a. (00:33:23) Briefing on Self-Funding of Port Medical and Dental Benefits

Presentation documents: Commission agenda [memorandum](#) dated April 15, 2010 and computer slide [presentation](#) from Tammy Woodard, Senior Manager, Total Compensation and Jeff Hollingsworth, Risk Manager

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

Mr. Thomas provided an overview of steps the Port has taken over the past few years in order to address rising medical benefit costs, including introducing increased co-insurance, employee premium sharing, and eliminating subsidies for retiree medical programs. He noted that if the Port does nothing at this time, it is estimated that Premera premiums could increase by 10% next year, and that staff continues to look for ways to mitigate the costs.

Ms. Woodard provided background on the Port's current health insurance program as well as on self-funded programs. She stated that with a change to a self-funded program, there should be minimal impact on employees, but also noted that it is possible that provider networks could change. She also reviewed advantages of self-funded programs as well as costs and risks.

Ms. Woodard commented on recent actions taken by the self-funding benefits team regarding the proposed change to self-funding, and reviewed the remaining schedule, noting that the intent is to convert to a self-funded program effective January 1, 2011. She also noted that if cost savings are not realized as a result of making this change, the Port can return to a fully insured program.

Commissioner Tarleton commented on the importance of addressing a culture of cost containment, in which the employees feel they are helping the institution contain costs and are helping the institution be stronger. She also noted that the employees should have an opportunity to participate in understanding the consequences of this proposed choice and should have a channel to communicate feedback regarding the resulting changes as they are implemented.

Mr. Thomas confirmed in response to a question from Commissioner Creighton, that the cost savings which would result in moving to a self-funded program would be related to administrative costs and not of service levels. He noted, however, that should health care costs continue to rise at double-digit levels, there may be a need to continue to look at plan design to help mitigate those costs.

b. (01:02:51) Monthly Briefing on the Consolidated Rental Car Facility (RCF) Program

Presentation documents: Commission agenda [memorandum](#) dated April 20, 2010 from Michael Ehl, Director, Airport Operations; George England, Program Leader, Project Management Group; and Janice Zahn, Assistant Director, Engineering Construction Services. Also provided were an informational [attachment](#) and a computer slide [presentation](#).

Presenters: Ms. Zahn and Mr. England

Ms. Zahn provided an update on the project's construction and costs, noting that currently the project is at 44% of completion and has an average of 250 workers on site each day.

Ms. Zahn informed the Commission that an area with unsuitable material had recently been discovered during construction work in an area which may have previously been a dumping ground.

Mr. England then provided a brief update on design elements, including the offsite roads package and the bus maintenance facility, which is estimated to be completed in 2012. He also provided highlights of a recent meeting with industry representatives.

Commissioner Tarleton requested that in future RCF briefings, staff include a summary chart with the following information related to projects within the RCF project: Number of bidders; engineer's estimate; bid price; contract award value; and percent above or below the engineer's estimate of the contract award value.

8. NEW BUSINESS

(01:19:27) Dave Soike, Director, Aviation Facilities and Capital Program, provided brief background information on three items which would soon be before the Commission for approval as follows:

- Flight Information Management System (FIMS) Improvements
- Preconditioned Air Project, a project which will allow aircraft to plug in to a system while at the gate which will provide assistance in the heating and/or cooling of the aircraft.
- Preliminary design work for the resurfacing of the Center Runway at the Airport

(01:28:20) Public comment was then received from the following individuals:

- Mr. Key Donn, who stated his desire to have a picture of Mr. Wong Tsu, an early engineer with the Boeing Company, hung at Seattle-Tacoma International Airport, perhaps in the International Gates area.

Commissioner Bryant thanked Mr. Donn for his offer to provide a picture to the Airport, noting that there is currently appropriate recognition of Mr. Tsu in other locations, and stated that the proposal be provided to the Port's Art Oversight Committee for review.

- Jesse Buttar, Seattle-Tacoma International Taxi Association (STITA). Mr. Buttar stated his belief that the recent contract awarded for taxi service at the Airport resulted from an RFP process which was not properly done, and he asked that the Port look again at and reconsider the RFP.
- Harpreet Bassi, president of STITA. Mr. Bassi stated his belief that the bid process for the contract recently awarded for taxi service at the Airport was flawed and stated his hope that the Port could do something about it.

9. POLICY ROUNDTABLE – BUDGET WORKSHOP

None.

9. ADJOURNMENT

There being no further business, the meeting was adjourned at 2:45 p.m.

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