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**APPROVED MINUTES
COMMISSION REGULAR MEETING JANUARY 6, 2015**

The Port of Seattle Commission met in a regular meeting Tuesday, January 6, 2015, at Port of Seattle Headquarters, Commission Chambers, 2711 Alaskan Way, Seattle, Washington. Commissioners Albro, Bowman, Creighton, and Gregoire were present. Commissioner Bryant was absent.

1. CALL TO ORDER

The meeting was called to order at 12 noon by Commission Co-President Stephanie Bowman.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting was immediately recessed to an executive session estimated to last 60 minutes to discuss matters relating to litigation, legal risk, and sale or lease of real estate. Following the executive session, which lasted approximately 30 minutes, the public meeting reconvened at 1:01 p.m.

PLEDGE OF ALLEGIANCE

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

3. SPECIAL ORDERS OF BUSINESS

3a. Election of 2015 Commission Officers.

The following slate of officers for 2015 was moved:

- Co-President – Stephanie Bowman
- Co-President – Courtney Gregoire
- Vice President – John Creighton
- Secretary – Tom Albro
- Assistant Secretary – Bill Bryant

The motion carried by the following vote:

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

Absent for the vote: Bryant

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

TRANSPARENCY CODE OF CONDUCT

Commissioner Bowman announced that all Port Commissioners had signed an annual transparency code of conduct for 2015, a copy of which is attached as minutes [Exhibit A](#) and is available for review in Port offices.

BOARDS, COMMISSIONS, AND COMMITTEES

Participation by Commissioners on a number of outside boards and commissions was announced, as was the composition of the Commission's Audit Committee. Commissioner Creighton will chair the Audit Committee; Commissioner Albro will also serve on the committee, and they will be joined by non-Commission member Christina Gehrke.

ANNOUNCEMENTS

Commission Co-Presidents Bowman and Gregoire reviewed key milestones of the Commission's work in 2014 and commented on the opportunities ahead for 2015. Steps taken toward formation of a Seaport Alliance with the Port of Tacoma, selection of CEO Ted Fick, the upcoming celebration of the 100th anniversary of Fishermen's Terminal, and passage of motions aimed at improving working conditions, compensation, and benefits of workers at the Seattle-Tacoma International Airport were noted.

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 Creighton, agenda item 4f was removed from the Unanimous Consent Calendar for separate discussion and vote.

4a. Authorization of the Commission's 2015 international travel plan.

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

4b. Renewal for 2015, by motion, of authorization for the Chief Executive Officer to sell and convey Port District personal property of \$18,000 or less in value in accordance with RCW 53.08.090(2) and Section 18 of Resolution No. 3605, as amended by Resolution No. 3628.

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

4c. Ratification of a \$125,000 amendment entered into with Mercator International LLC for critical work associated with consulting support required with the Seaport Alliance.

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

- 4d. Authorization for the Chief Executive Officer to increase the project budget for the Security Exit Lane Breach Control Phase 1 project at Seattle-Tacoma International Airport by \$252,000 to install an additional set of doors to the exit lane breach control system and widen the existing emergency bypass lane, for a total cost of \$1,562,000. (CIP #C800218)**

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

- 4e. Authorization for the Chief Executive Officer to extend the existing Operations and Maintenance Agreement with Sound Transit for a period not to exceed six months to allow the renegotiation of the agreement to encompass the physical extension of the Sound Transit Light Rail system to South 200th Street.**

Request document(s) included a Commission agenda memorandum, Airport Station Operations and Maintenance Agreement, and Exhibit G: Fire Alarm System Maintenance Responsibility.

As noted above, the following agenda item –

- 4f. Authorization for the Chief Executive Officer to (1) proceed with the Public Parking Revenue Control System Replacement project; (2) authorize the procurement of required hardware, software, and vendor services; (3) authorize Port staff to implement the project for a total project cost not to exceed \$5,500,000; and (4) authorize procurement of post-implementation maintenance contracts. (CIP #C800728) [temporarily postponed]**

– was temporarily postponed.

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

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

Absent for the vote: Bryant

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

5. PUBLIC TESTIMONY

Public comment was received from the following individual(s):

- Gregory Stewart, Tacoma, who commented on the Seaport Alliance between the Port of Seattle and the Port of Tacoma.

See further public testimony under Additional New Business, below.

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

The Commission advanced to the following agenda item, which was removed from the Unanimous Consent Calendar for separate discussion and vote, as noted above –

- 4f. Authorization for the Chief Executive Officer to (1) proceed with the Public Parking Revenue Control System Replacement project; (2) authorize the procurement of**

required hardware, software, and vendor services; (3) authorize Port staff to implement the project for a total project cost not to exceed \$5,500,000; and (4) authorize procurement of post-implementation maintenance contracts. (CIP #C800728)

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

Presenter(s): Michael Ehl, Director, Airport Operations, and Peter Garlock, Chief Information Officer.

The technical components of the Airport's parking revenue control system are extensive. They support annual transactions that produce \$53 million in non-aeronautical revenue, mostly collected through credit card transactions. The deficiencies of the current system were described, including system outages, revenue loss, and system vulnerabilities. Efforts to correct these issues with the current provider have been unsuccessful. Commissioner Creighton requested additional lessons-learned information from staff and stated he could not support the request without this information.

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

In favor: Albro, Bowman, Gregoire (3)

Absent for the vote: Bryant

Abstaining: Creighton

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

6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

6a. Authorization for the Chief Executive Officer to (1) authorize \$5,000,000 for preconstruction services for a total authorized amount of \$55,464,800; (2) execute a General Contractor/Construction Manager contract for preconstruction services in an amount not to exceed \$5,000,000 including Washington State Sales Tax; and (3) transfer design scope, budget, and authorization of \$1,750,000 from the North Satellite STS station roof replacement project (CIP #C800609) to the North Satellite Renovation and Expansion Project (CIP #C800556).

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

Presenter(s): George England, Capital Program Leader, Aviation Project Management Group, and Janice Zahn, Assistant Engineering Director, Construction.

The motion for approval of agenda item 6a carried by the following vote:

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

Absent for the vote: Bryant

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

6b. Authorization for the Chief Executive Officer to execute contracts, perform design, conduct environmental review, solicit public and tenant input, prepare necessary

permit submittals, and prepare construction bid documents for the replacement of Shilshole Bay Marina restrooms in the amount of \$632,000 of a total preliminary project cost estimated between \$5,500,000 and \$6,500,000. (CIP #C800356).

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

Presenter(s): Tracy McKendry, Senior Manager, Recreational Boating Services, Shilshole Bay Marina, and Mark Longridge, Capital Manager, Seaport Project Management.

The motion for approval of agenda item 6b carried by the following vote:

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

Absent for the vote: Bryant

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

6c. Authorization for the Chief Executive Officer to: (1) authorize an additional \$427,000 to complete the construction of the Doug Fox Site Improvements project at Seattle-Tacoma International Airport, and (2) issue change orders to extend the construction contract duration by up to 180 days to complete changed work associated with the operations building. The total amount of this request is \$427,000 for a total project cost of \$6,930,000. (CIP #C800451)

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

Presenter(s): George England, Capital Program Leader, Aviation Project Management Group.

The factors contributing to the six-month project delay were discussed. Delayed procurements and delayed inspections by the Department of Labor and Industries were noted. Continued operation on the site during construction of new entrance facilities has also complicated progress on the project. There are additional contractor claims on this project that may require further Commission authorization in order to be settled.

The motion for approval of agenda item 6c carried by the following vote:

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

Absent for the vote: Bryant

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

7. STAFF BRIEFINGS – None.

8. ADDITIONAL NEW BUSINESS

ANNOUNCEMENT

Linda Styrk, Managing Director, Seaport Division, reported on the status of the International Longshore and Warehouse Union's labor dispute with the Pacific Maritime Association and its

effects on the Port of Seattle. Negotiations are stalled, creating significant disruption at terminals along the West Coast. Both parties have agreed to federal mediation, a hopeful step toward concluding negotiations.

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

ADDITIONAL PUBLIC TESTIMONY

Additional public testimony was received from the following individual(s):

- Fred Felleman, Friends of the Earth, who commented on facilities at Shilshole Bay Marina.

9. ADJOURNMENT

There was no further business, and the meeting was adjourned at 1:50 p.m.

Tom Albro
Secretary

Minutes approved: July 28, 2015.