



# COMMISSION REGULAR MEETING **REVISED** AGENDA

## Port of Seattle Commission

Tom Albro  
Stephanie Bowman  
Bill Bryant  
John Creighton  
Courtney Gregoire

## Chief Executive Officer

Ted Fick

## Web site:

[www.portseattle.org](http://www.portseattle.org)

## E-mail:

[Commission-public-records@portseattle.org](mailto:Commission-public-records@portseattle.org)

Port Commission:  
(206) 787-3034

Meeting and Agenda  
Information:  
(206) 787-3210

## Our Mission:

The Port of Seattle is a public agency that creates jobs by advancing trade and commerce, promoting industrial growth, and stimulating economic development

## Strategic Objectives:

- Position the Puget Sound region as a premier international logistics hub
- Advance this region as a leading tourism destination and business gateway
- Use our influence as an institution to promote small business growth and workforce development
- Be the greenest, and most energy efficient port in North America

**Date:** **November 24, 2015**

**Revised November 23, 2015:**

**Location:** Seattle-Tacoma International Airport  
Conference Center at Sea-Tac

**Attachment added to item 6d and  
Revised action request added for item 6e**

## ORDER OF BUSINESS

**12:00 noon**

### 1. CALL TO ORDER

2. Recess to **EXECUTIVE SESSION\*** – Pursuant to RCW 42.30.110, if necessary.

**1:00 p.m.:** Reconvene or Call to Order and Pledge of Allegiance

## OPEN PUBLIC SESSION\*\*

### 3. SPECIAL ORDERS OF BUSINESS

- 3a. CEO Report for November 24, 2015.

### 4. UNANIMOUS CONSENT CALENDAR\*\*\*

- 4a. Approval of the minutes of the special meetings of May 12 November 10, 2015. **(no enclosures)**
- 4b. Approval of the Claims and Obligations for the period October 1-October 31, 2015, in the amount of \$51,567,011.63 including accounts payable check nos. 907017-907632 in the amount of \$6,611,627.06, payroll check nos. P-180750-180954 in the amount of \$8,152,806.94, wire transfer nos. 013725-013780 in the amount of \$10,486,859.11, and EFTs nos. 037841-038365 in the amount of \$26,315,718.52 for a fund total of \$51,567,011.63. **(memo enclosed)**
- 4c. Authorization for the Chief Executive Officer to execute a new collective bargaining agreement between the Port of Seattle and the International Brotherhood of Teamsters, Local 117, covering the period from January 1, 2015, through December 31, 2017, and affecting 15 Police and Fire Communication Specialist position. **(memo and collective bargaining agreement enclosed)**
- 4d. Revision of the December 9, 2014, authorization for the Chief Executive Officer to execute a lease and concession agreement with HMS Host to remove one food service location from their lease and reduce their Minimum Annual Guarantee by \$77,000. **(memo enclosed)**

5. PUBLIC TESTIMONY – Public testimony procedures may be found online at [www.portseattle.org/About/Commission/Procedures](http://www.portseattle.org/About/Commission/Procedures).

### 6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS

- 6a. Authorization for the Chief Executive Officer to execute a contract to construct Phase Two of the South Satellite Interior Renovations project at Seattle-Tacoma International Airport. This request is for \$2,435,000 of a total estimated project cost of \$4,356,000. (CIP #C800549) **(memo and presentation enclosed)**
- 6b. Second Reading and Final Passage of Resolution No. 3713, as Amended: A resolution of the Port Commission of the Port of Seattle adopting the final budget of the Port of Seattle for the year 2016; making, determining, and deciding the amount of taxes to be levied upon the current assessment roll; providing payment of bond redemptions and interest, cost of future capital improvements and acquisitions, and for such general purposes allowed by law which the Port deems necessary; and directing the King County Council as to the specific sums to be levied on all of the assessed property of the Port of Seattle District in the Year 2016. **(memo, resolution, and presentation enclosed)**

\* *An Executive Session may be held at any time after the convening time, if necessary.*

\*\* *Please silence all personal electronic devices during the Public Session.*

\*\*\* *Consent Calendar items are considered routine and are adopted by one motion without discussion.*

*If requested, items may be removed from Consent and considered individually following public testimony.*

**6. DIVISION, CORPORATE, AND COMMISSION ACTION ITEMS continued**

- 6c. Second Reading and Final Passage of Resolution No. 3712: A resolution of the Port Commission of the Port of Seattle establishing jobs, pay grades, pay ranges, and pay practices for Port employees not represented by a labor union; authorizing legally required benefits, other benefits for Port employees not represented by a labor union including retirement, paid leave, healthcare, life insurance and disability benefits, benefits for Port of Seattle retirees, and benefits for Port of Seattle Commissioners; and authorizing this resolution to be effective on January 1, 2016, and repealing all prior resolutions dealing with the same subject, including Resolution No. 3699. ([memo](#), [resolution](#), [comparison document](#), and [salary range document](#) enclosed)
- 6d. Authorization for the Chief Executive Officer to provide short-term Airport concessions pricing flexibility in order to accommodate City of SeaTac Ordinance 13-1020 (commonly referred to as Proposition One) that increases employee minimum wages to \$15.24. The Chief Executive Officer would be authorized to implement pricing flexibility by revising the Port's policy regarding street pricing in order to allow tenants in the Airport Dining and Retail Program to set prices at not more than 10% above "street" prices for all products and services sold from December 1, 2015, through December 31, 2019. As of January 1, 2020, the policy shall revert to its current state. Consistent with this change, staff also requests the Commission to authorize the Chief Executive Officer to amend all existing leases in the Airport Dining and Retail Program to reflect this change. ([memo](#), [alternative action request](#), [attachment](#), and [presentation](#) enclosed)
- 6e. Request Commission authorization for the Chief Executive Officer to conduct competitive solicitations and execute lease and concession agreements with selected proposers for ten new small business-oriented opportunities: (1) Single Unit #2 – Food Service/Fast Casual; (2) Single Unit #6 – Food Service/Casual Dining; (3) Single Unit #8 - Food Service/Gourmet Coffee; (4) Small **Unit #16** – Personal Services/Manicure (1 unit); (5) Small Package #6 – Personal Services/Massage (2 units); (6) Single Unit #12 - Small Specialty Retail; (7) Small Package #2 – Specialty Retail (2 units); (8) Small Package #3 – Specialty Retail/Tech Products (2 units); (9) Single Unit #15 – Specialty Retail; (10) Single Unit #14 – Passenger Services - Baggage/Luggage Storage and Delivery. Unit and package numbers reflect how each is denoted in the ADR master plan. ([revised memo](#), [attachment](#), [presentation](#), [Exhibit A](#), [Exhibit B](#), [Exhibit C](#), [Exhibit D](#), [Exhibit E](#), [Exhibit F](#), [Exhibit G](#), [Exhibit H](#), [Exhibit I](#), and [Exhibit J](#) enclosed)
- 6f. Authorization for the Chief Executive Officer to execute contract(s) for up to five years (1 year initial term with four one-year options) for office supplies. The estimated value is \$1,300,000 for five years. ([memo](#) enclosed)

**7. STAFF BRIEFINGS**

- 7a. Flight Corridor Safety Obstruction Management Briefing. ([memo](#) and [presentation](#) enclosed)
- 7b. 2015 Quarter 3 NorthSTAR Program and North Satellite Project Briefing. ([memo](#) and [presentation](#) enclosed)

**8. ADDITIONAL NEW BUSINESS****9. ADJOURNMENT**