



P.O. Box 1209
Seattle, Washington 98111
www.portseattle.org
206.787.3000

APPROVED MINUTES COMMISSION SPECIAL MEETING FEBRUARY 13, 2018

The Port of Seattle Commission met in a special meeting Tuesday, February 13, 2018, in the International Auditorium at Seattle-Tacoma International Airport, Seattle, Washington. Commissioners Bowman, Calkins, Felleman, Gregoire, and Steinbrueck were present. Commissioner Felleman was present until 2:10 p.m.

1. CALL TO ORDER

Pursuant to Article IV, Section 8, of the Commission Bylaws, the meeting convened at 11:10 a.m. to conduct an executive session.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The notice posted during the executive session included two matters related to legal risk and sale or lease of real estate and one matter relating to legal risk, sale or lease of real estate, and performance of a publicly bid contract. The time for reconvening was posted as 12:00 noon, in accordance with commission bylaws and the public meeting notice previously published. Following the executive session, which lasted approximately 75 minutes, the public meeting reconvened at 12:19 p.m. Commissioner Gregoire led the flag salute.

As of January 31, 2018, all commissioners had executed an [annual transparency pledge](#), copies of which are attached to the minutes.

3. APPROVAL OF THE AGENDA

Without objection, the preliminary agenda was revised to consider item 9b immediately before item 8a.

4. EXECUTIVE DIRECTOR'S REPORT

Executive Director Steve Metruck previewed items on the day's agenda and made announcements.

5. PUBLIC COMMENT

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

- James Masoero, General Manager, Delta Air Lines, regarding Safedock aircraft guidance systems.
- Chris McClain, Business Manager, Iron Workers Local 86, regarding priority hire and construction worker training. Mr. McClain submitted written materials, which are included here as minutes [Exhibit A](#).

- David Erukunawkpo, Apprentice, Ironworkers Local 86, regarding priority hire and construction worker training.
- Karen Dove, Executive Director, Apprenticeships and Nontraditional Employment for Women (ANEW), regarding priority hire and construction worker training.
- Kris Larsen, Program Manager, Urban League of Seattle, regarding priority hire and construction worker training.
- Stella Wayman, Priority Hire Navigator, regarding priority hire and construction worker training.
- Ralph Morton, Executive Director, Seattle Sports Commission, regarding the 2026 World Cup Soccer Tournament.
- Maya Mendoza-Extrom, General Counsel, Seattle Sounders Football Club, regarding the 2026 World Cup Soccer Tournament.
- Steve Edmiston, Des Moines resident, regarding airport communities. Mr. Edmiston submitted written materials, which are included here as minutes [Exhibit B](#).
- J.C. Harris, Des Moines resident, regarding airport communities.
- Matthew Wald, Executive Director, Drive Forward Seattle, regarding ride sharing.
- Lynn Reed, committee member, Drive Forward Seattle, regarding ride sharing.

6. UNANIMOUS CONSENT CALENDAR

[Clerk's Note: Items on the Unanimous Consent Calendar are not individually discussed. Commissioners may remove items for separate discussion and vote when approving the agenda.]

Agenda item 6a was removed from the agenda prior to publication.

- 6b. Approval of claims and obligations for the period December 1, 2017-December 31, 2017, including accounts payable check nos. 921172-921672 in the amount of \$6,105,986.20; accounts payable ACH nos. 004436-005118 in the amount of \$49,578,160.32; accounts payable wire transfer nos. 014791-014807 in the amount of \$9,278,844.06, payroll check nos. 188206-188584 in the amount of \$472,497.37; and payroll ACH nos. 834329-840382 in the amount of \$14,767,197.13 for a fund total of \$80,202,685.08.**

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

[Clerk's Note: It was subsequently discovered that agenda item 6b was a duplicate of agenda item 6b approved January 30, 2018. Both the January 30 and February 13 approvals referenced identical amounts and identical warrant numbers, and the claims and obligations for January 1-31, 2018, were offered for approval on February 27, 2018.]

- 6c. Authorization for the Executive Director to execute a new collective bargaining agreement between the Port of Seattle and the International Brotherhood of Teamsters, Local 117, representing three Non-Sworn Communication Supervisors assigned to the Port of Seattle Police Department, covering the period from January 1, 2017, through December 31, 2019.**

Request document(s) included an agenda [memorandum](#) and [draft agreement](#).

- 6d. Authorization for the Executive Director to execute four professional services indefinite delivery, indefinite quantity contracts for airfield technical support services, two in the amount of \$2,500,000 per contract and two in the amount of \$500,000 per contract for a total of \$6,000,000, with a contract ordering period of three years in support of upcoming airfield capital improvement projects at Seattle-Tacoma International Airport. No funding request is associated with this authorization.

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

- 6e. Authorization for the Executive Director to execute a contract for software to be purchased over the next 10 years as digital display needs are identified as part of projects or operations. The total amount of the contract is estimated not to exceed \$3,000,000. There is no funding request associated with this authorization.

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

The motion for approval of consent items 6b, 6c, 6d, and 6e carried by the following vote:

In favor: Bowman, Calkins, Felleman, Gregoire, Steinbrueck (5)

7. SPECIAL ORDERS OF BUSINESS

- 7a. Motion 2018-03: A motion of the Port of Seattle Commission to extend the airline signatory lease and operating agreement and contingent direction to implement Resolution 3677 in substitution for the commission's motion of October 10, 2017.

Request document(s) included a draft motion. A copy of the complete, adopted version of the [motion](#) is attached for ease of reference.

Presenter(s): Lance Lyttle, Managing Director, Aviation.

Mr. Lyttle explained that negotiations have resulted in agreement on a term sheet for the airline lease. In order to finalize the lease for formal approval, an extension of the previous lease is requested through May 31, 2018. Staff plan to request commission approval of the new lease on February 27. Airlines will have until April 25 to execute the agreement and a sustainable aviation fuels memorandum of understanding. The new signatory lease and operating agreement would become effective June 1, 2018.

The text of the motion reads as follows:

The Port of Seattle Commission hereby amends its motion previously adopted October 10, 2017, relating to extension of the airline Signatory Lease and Operating Agreement 2013-2017, by substituting for the entirety of the previously adopted motion the following text:

The Port of Seattle Commission directs the Aviation Managing Director to (1) continue the Signatory Lease and Operating Agreement 2013-2017 at Seattle-Tacoma International Airport on month-to-month holdover status until May 31, 2018, and (2) immediately implement Resolution No. 3677, as amended, in the event a new Signatory Lease and Operating Agreement (SLOA IV) has not

commenced by June 1, 2018. A memorandum of understanding between the Port and air carriers that is consistent with the Motion on Sustainable Aviation Fuels (SAF) adopted by the Commission on December 19, 2017, to advance the use of SAF and other technologies and methods to reduce harmful air emissions at the airport must be executed concurrently with any new Signatory Lease and Operating Agreement.

The motion for approval of agenda item 7a carried by the following vote:

In favor: Bowman, Calkins, Felleman, Gregoire, Steinbrueck (5)

Pursuant to the revised orders of the day, the commission advanced to consideration of –

9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS

and proceeded to the following agenda item –

9b. Sustainable Airport Master Plan (SAMP) Planning Update.

Presentation document(s) included an agenda [memorandum](#) and [presentation slides](#).

Presenter(s): Arlyn Purcell, Director, Aviation Environment and Sustainability; Clare Gallagher, Director Capital Project Delivery - Public Affairs; Jeffrey Brown, Director, Aviation Facilities and Capital Programs; Traci Goodwin, Senior Port Counsel; and Elizabeth Leavitt, Senior Director, Environment and Sustainability.

Commissioners received an update on the current state of sustainable airport master planning. Near-term improvements would be built between 2018 and 2028 to accommodate demand up to 56 million annual passengers. There is a long-term vision in the plan that requires further study of the constraints on air space and the air field. Other studies of regional air transportation conditions, such as by the Puget Sound Regional Council, are expected. The timing of next steps was presented as was a summary of stakeholder engagement and the status of environmental review.

Commissioners asked for a description of the key differences between the current plan and the plan as presented in August 2016. The relationship between regional demand for air service and the growth forecast models used by the airport and the Federal Aviation Administration was discussed. Commissioners emphasized the importance of communicating that regional demand drives growth forecasting. It was reported that regional demand for air service is expected to drive the need to accommodate 66 million annual passengers by 2034. Commissioners stressed the need for further discussions on airport growth to include information about the sources and formulas for determining regional air service demand.

Commissioners asked about trends in the size of aircraft, general public perception that planes are flying lower than in the past, and whether technological developments will ease pressure on the airport's constrained footprint. They asked that planning consider the impact of how people travel to and from the airport. Commissioners also asked for consideration of the impact of airport growth on the surrounding communities, including communities not immediately adjacent to the airport.

Environmental review, which includes federal and state review, was summarized. The relationship between federal and state environmental review and the factors considered for various impact categories was discussed.

8. AUTHORIZATIONS AND FINAL ACTIONS

- 8a. Introduction of Resolution No. 3745: A resolution of the Port Commission of the Port of Seattle adopting the 2015 editions of the International Code Council, Building, Mechanical, Fire Codes and Fuel Gas Code, the 2015 Edition of the Uniform Plumbing Code, and 2015 Washington State Energy Code and the editorial changes made to the State Building Code by the Washington State Legislature; repealing certain sections of the Airport Building Code; adopting new sections of the Airport Building Code and repealing Resolution 3527, as amended.**

Request document(s) included an agenda [memorandum](#), draft resolution, [permit fee schedule](#), [grading permit fee schedule](#), and [presentation slides](#). A copy of the final draft of [Resolution No. 3745](#) will be made available upon adoption.

Presenter(s): K.C. Ellis, Senior Manager, Airport Building Department, and Pearse Edwards, Director, Government Relations.

Code changes were summarized. Commissioners asked about code requirements affecting restrooms at the airport and commented on touchless faucets.

The motion for introduction of Resolution No. 3745 carried by the following vote:

In favor: Bowman, Calkins, Felleman, Gregoire, Steinbrueck (5)

Commissioner Felleman was present until 2:10 p.m.

- 8b. Authorization for the Executive Director to perform the construction activities for the Terminal 18 Stormwater Outfall Renewal and Replacement project using a combination of Port crews, small works contracts, and reimbursable tenant work for an amount not to exceed \$2,985,000 out of a total estimated project cost of \$4,000,000 (CIP #C800895).**

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

Presenter(s): Srinivas Pendikatla, Utility Program Manager, Stormwater Utility; Curtis Stahlecker, Capital Project Manager, Seaport Project Management; and Stephanie Jones Stebbins, Managing Director, Maritime Division.

The condition of the outfall facilities at Terminal 18 was described. Commissioners inquired about the life expectancy of the proposed improvements, preparation for rising sea levels, and relationship of the improvements to dredging activities. It was clarified that the Northwest Seaport Alliance contributes to the stormwater utility as part of its management of some Port of Seattle maritime facilities. The stringent water-quality requirements of the Industrial Stormwater General Permit, which governs outfall from Terminal 18, were described.

The motion for approval of agenda item 8b carried by the following vote:

In favor: Bowman, Gregoire, Steinbrueck (3)

Absent for the vote: Calkins, Felleman

8c. Authorization for the Executive Director to execute a memorandum of understanding and fee agreement between the Port of Seattle and U.S. Customs and Border Protection to fund additional officer hours at Seattle-Tacoma International Airport, effective February 15, 2018.

Request document(s) included an agenda [memorandum](#), [draft memorandum of understanding](#), and [fee schedule](#).

Presenter(s): Daniel Zenk, Senior Manager, Airport Operations.

The authorization was described as an attempt to leverage port resources to improve passenger experience at the airport in cooperation with U.S. Customs and Border Protection (CBP). It is expected the additional officer hours will provide needed flexibility to respond more effectively to high international arriving passenger volumes. Commissioners asked about measuring processing times for international passengers. It was confirmed there is no lease with CBP at the airport and therefore no other document binding them to any port throughput or wait-time expectations.

The motion for approval of agenda item 8c carried by the following vote:

In favor: Bowman, Calkins, Gregoire (3)

Absent for the vote: Felleman, Steinbrueck

8d. Authorization for the Executive Director to (1) design and prepare construction documents for the installation of Advanced Visual Docking Guidance Systems (A-VDGS) for gates on Concourses A, B, C, and D and the South Satellite; (2) procure software/vendor services to configure a gate operating system; and (3) transfer \$981,750 to the International Arrivals Facility program for the purchase of approximately 17 A-VDGS units for Concourse A, for a total of \$4,466,000 out of the total budget for this project of \$29,200,000 (CIP #C800779).

Request document(s) included an agenda [memorandum](#) and [presentation slides](#). Video shown during the presentation is available upon request.

Presenter(s): Mike Ehl, Director, Airport Operations, and Ralph Wessels, Capital Project Manager, Aviation Project Management.

Ground safety hazards for aircraft maneuvering to gates were used to illustrate the need for the visual docking technology. Commissioners asked about the mobility of the technology and the timing of an airline majority-in-interest vote.

The motion for approval of agenda item 8d carried by the following vote:

In favor: Bowman, Calkins, Gregoire, Steinbrueck (4)

Absent for the vote: Felleman

8e. Authorization for the Executive Director to execute contracts for construction worker outreach, training, and retention services. The contract terms will be two years with three one-year options for an estimated annual cost of \$600,000 in 2018 and 2019, and a total five-year contract amount of \$3 million.

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

Presenter(s): Dave McFadden, Economic Development Division Managing Director, and Marie Kurose, Workforce Development Program Manager.

The presentation described the challenges of getting skilled trade workers into the workforce development pipeline and maintaining the numbers of workers in the pipeline from apprenticeship to journey status. Currently, only 40 percent of apprentices graduate to journey status. That figure drops to 33 percent for people of color and 32 percent for women. The contracts represent a partnership with King County and the City of Seattle to address a regional issue. Funding is derived from the port's tax levy. The question of adopting an interlocal agreement to facilitate the contracting and the time frame for action was discussed. Commissioners stressed the importance of having measurable outcomes and return on investment for workforce development efforts.

The motion for approval of agenda item 8e carried by the following vote:

In favor: Bowman, Calkins, Gregoire, Steinbrueck (4)

Absent for the vote: Felleman

8f. Motion 2018-02: A motion of the Port of Seattle Commission to support Seattle's proposal to be a host city for the 2026 Fédération Internationale de Football Association (FIFA) World Cup; directing execution of an airport agreement as part of the city's proposal; and directing staff to work with the bid committee to address cost recovery for services provided at Seattle-Tacoma International Airport.

Request document(s) included a draft motion. A copy of the complete, adopted version of the [motion](#) is attached for ease of reference. A copy of the partially executed airport agreement is included here as minutes [Exhibit C](#).

Presenter(s): Veronica Valdez, Commission Specialist, and Craig Watson, General Counsel.

It was reported that the execution of an airport agreement is in support of a united bid by the U.S., Mexico, and Canada to host the 2026 World Cup Soccer Tournament. Seattle is bidding to be selected as one of the venues for World Cup events. The agreement would provide for airport considerations for expedited security, increased passenger volumes around event dates, team services, signage, and FIFA retail operations, among other things. The agreement is being requested of all cities submitting bids to host World Cup events.

Commissioners asked about the potential costs to comply with the terms of the agreement.

AMENDMENT

Without objection, the motion was amended to provide for discussion of cost recovery with the Seattle bid committee for services provided at the airport.

The text of the motion reads as follows:

The Port of Seattle supports Seattle's proposal to be a host city for the 2026 Fédération Internationale de Football Association (FIFA) World Cup. The effectiveness of Seattle's proposal will be enhanced by the Port's cooperation throughout the bid process. As a city known for its enthusiastic soccer fans, hosting a FIFA World Cup event will promote Seattle as a welcoming city and demonstrate our region's commitment to recreation, health, human rights, equality, and environmental stewardship. In addition, it will bring significant economic benefits to Seattle's tourism industry. The Commission directs staff to work with the Seattle bid committee to address an agreement for cost recovery for services provided at Seattle-Tacoma International Airport.

The motion for approval of agenda item 8f, as amended, carried by the following vote:

In favor: Bowman, Calkins, Gregoire, Steinbrueck (4)

Absent for the vote: Felleman

9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS

9a. 2018 Local and Regional Government Relations Priorities.

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), [2018 state legislative agenda](#), and [2018 federal legislative agenda](#).

Presenter(s): Pearse Edwards, Government Relations Director; Lindsay Pasternak Wolpa, Regional Government Relations Manager; and Katie Kuciemba Halse, Local Government Relations Manager.

Proposed local and regional government relations priorities for 2018 were presented. Commissioners asked for a list of bond and tax levy measures that are currently active or anticipated over the next couple of years in the City of Seattle and King County and, where possible, Washington state. Also requested was a briefing on the proposed City of Seattle Waterfront Local Improvement District, which would potentially affect port properties including the Bell Harbor International Conference and Events Center, World Trade Center, and Pier 66.

Commissioners commented on enforcement of immigration laws by local law enforcement agencies and ramifications for public safety in immigrant and refugee communities. Law enforcement mutual aid agreements were proposed as a possible vehicle for policy leadership in this area.

Agenda item 9b was considered previously.

10. QUESTIONS on REFERRAL to COMMITTEE – None.

11. ADJOURNMENT

There was no further business, and the meeting adjourned at 4:01 p.m.

Prepared:

Paul J. White, Commission Clerk

Minutes approved: July 10, 2018.

Attest:

Ryan Calkins, Commission Secretary