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## **APPROVED MINUTES COMMISSION REGULAR MEETING MARCH 13, 2018**

The Port of Seattle Commission met in a regular meeting Tuesday, March 13, 2018, in Commission Chambers at Port of Seattle offices, 2711 Alaskan Way, Seattle, Washington. Commissioners Bowman, Calkins, Felleman, Gregoire, and Steinbrueck were present.

### **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 national security and one matter related to legal risk. The time for reconvening was posted as 12:00 noon, in accordance with commission bylaws and the public meeting notice previously published. At 12:03 p.m., the Clerk announced at the request of the presiding officer that the executive session would be extended and the commission would reconvene at or shortly after 12:15 p.m. Following the executive session, which lasted approximately 70 minutes, the public meeting reconvened at 12:31 p.m. Commissioner Gregoire led the flag salute.

### **3. APPROVAL OF THE AGENDA**

Without objection, the preliminary agenda was revised to lay item 8c on the table.

### **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):

- Ralph B. Ibarra, President, Diverse America Network, regarding formation of the Regional Economic Development Alliance.
- Mauri Moore Shuler, President, Lake Union Liveaboard Association, regarding liveaboard tenants at Salmon Bay Marina.
- Michelle Giarmarco, resident of Salmon Bay Marina, regarding liveaboard tenants at Salmon Bay Marina.

- John Chaney, Vice President, Lake Union Liveaboard Association, regarding liveaboard tenants at Salmon Bay Marina. Mr. Chaney submitted written materials, which are included here as minutes [Exhibit A](#).
- Roland March, resident of Salmon Bay Marina, regarding liveaboard tenants at Salmon Bay Marina.
- Steve Edmiston, Des Moines, regarding impacts on airport communities. Mr. Edmiston submitted written materials, which are included here as minutes [Exhibit B](#).
- Debi Wagner, Burien, regarding impacts on airport communities. Ms. Wagner submitted written materials, which are included here as minutes [Exhibit C](#).
- Takele Gobena, Teamsters 117, regarding taxi drivers and transportation network companies (rideshares).
- Dawn Gearhart, Teamsters 117, regarding airport taxis. Ms. Gearhart submitted written materials, which are included here as minutes [Exhibit D](#).
- Saramjen Sheflami, Burien, taxi driver and owner, regarding airport taxis.
- Suldan A. Mohamed, Seattle, taxi driver, regarding airport taxis.
- Abdirahman Esmayeel, taxi driver, regarding airport taxis.
- Ali A. Aden, Seattle, taxi driver, regarding airport taxis.

**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.]*

**6a. Approval of the minutes of the regular meeting of October 10, 2017.**

- 6b. Approval of [claims and obligations](#) for the period of February 1, 2018, through February 28, 2018, including accounts payable check nos. 922216-622683 in the amount of \$3,892,787.76; accounts payable ACH nos. 005834-006482 in the amount of \$42,554,461.49; accounts payable wire transfer nos. 014832-014848 in the amount of \$6,779,914.32, payroll check nos. 188792-188998 in the amount of \$451,228.80; and payroll ACH nos. 844346-848318 in the amount of \$9,543,304.96 for a fund total of \$63,221,697.33.**

Request document(s) included an agenda memorandum.

- 6c. Authorization for the Executive Director to award and execute a major public works construction contract with the low responsive and responsible bidder for the second phase of the Wi-Fi Enhancements project, notwithstanding the low bid exceeding the engineer's estimate by more than 10 percent. No additional funding is requested (CIP #C800585).**

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

- 6d. Authorization to grant easements to the City of Burien for right-of-way use. This action is required to facilitate right-of-way and frontage improvements required by the City of Burien in conjunction with the permitting of the Gateway 1 and Gateway 2 developments by the Port's ground lessee in the Northeast Redevelopment Area parcels.**

Request document(s) included an agenda [memorandum](#), [presentation slides](#), [NERA 2](#) and [NERA 3](#) proposed right-of-way easements, and [Gateway 1](#) and [Gateway 2](#) recorded Lot Line Adjustment.

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

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

7. **SPECIAL ORDERS OF BUSINESS** – None.

8. **AUTHORIZATIONS AND FINAL ACTIONS**

8a. **Industrial Development Corporation – Approval of Minutes, designation of officers, and annual report for 2017.**

Request document(s) included IDC agenda [memorandums](#) regarding approval of minutes, election of officers, and 2017 annual report.

[IDC meeting minutes of March 13, 2018](#), will be made available upon approval.

#### **RECESSED AND RECONVENED**

The regular meeting of the Port of Seattle Commission was recessed at 1:17 p.m. to hold the annual meeting of the Industrial Development Corporation of the Port of Seattle. The regular meeting reconvened at 1:25 p.m., chaired by Commissioner Gregoire.

8b. **Motion 2018-05: A motion of the Port of Seattle Commission adopting the charter of the Aviation Special Committee.**

Request document(s) included a draft motion and committee charter. The final, adopted versions of the [motion](#) and [committee charter](#) are attached for ease of reference.

Presenter(s): Aaron Pritchard, Commission Policy Manager, and Lance Lyttle, Managing Director, Aviation Division.

The purpose and scope of the Aviation Committee were described. The committee's work will include oversight of the Sustainable Airport Master Planning process and will continue for the first two years of discussion of regional aviation demand.

The text of the motion reads as follows:

**The Port Commission hereby adopts the attached charter of the Aviation Special Committee to develop recommendations and provide oversight in pursuit of the Port's Century Agenda goal to meet the region's air transportation needs at Seattle-Tacoma International Airport for the next 25 years and encourage the cost-effective expansion of domestic and international passenger and cargo service as further elaborated in the attached charter.**

**The motion for adoption of Motion 2018-05 (agenda item 8b) carried by the following vote:**

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

*As noted above, agenda item 8c was laid on the table.*

**9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS**

**9a. Formation of a Regional Economic Development Alliance.**

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

Presenter(s): David McFadden, Managing Director, Economic Development Division.

The need for and interest in establishing a regional economic development alliance (REDA) to bring broad-based jobs and opportunity to the Puget Sound region was described. A proposed organizational and engagement structure was presented and the need to recruit a CEO and raise seed funding was discussed.

Commissioners asked about the geographic scope of the alliance, which would include Snohomish and King Counties and may also include representation from Pierce and Kitsap Counties. Commissioners commented on attraction of new business as a priority for the REDA, versus retention of existing economic development. There was discussion about whether there is a clear mission statement or workplan for the REDA, the need to identify where the work of business retention and expansion will be done, and the need for a social equity focus.

*Agenda item 9b was removed from the agenda prior to publication.*

**9c. 2017 Fourth Quarter Capital Improvement Projects Report.**

Presentation document(s) included an agenda [memorandum](#), 2017 fourth quarter [report](#), and [corrected presentation slides](#).

Presenter(s): Ralph Graves, Senior Director, Capital Development, and Lance Lyttle, Managing Director, Aviation Division.

Mr. Graves summarized the schedule and budget status of 102 current capital projects. A more in-depth presentation on schedule and budget challenges of the International Arrivals Facility (IAF) is planned for March 27. Factors affecting the timing of approval of a guaranteed maximum price for the IAF were discussed.

Commissioners commented on airport hardstand operations and inquired about the status of the Fishermen's Terminal Net Shed solar panel project. They commented on small, minority- and women-owned business participation on capital projects and asked about improvements on Alaskan Way and challenges related to airport parking signage.

**9d. 2017 Financial Performance Briefing.**

Presentation document(s) included an agenda [memorandum](#), a 2017 financial and performance [report](#), and [presentation slides](#).

Presenter(s): Dan Thomas, Chief Financial Officer; Michael Tong, Assistant Finance Director – Budget; Borgan Anderson, Director, Aviation Finance and Budget; Kelly Zupan, Director, Maritime Finance and Budget; and David McFadden, Managing Director, Economic Development Division.

Port-wide and divisional financial and business highlights for 2017 were presented. The mechanics of airline cost recovery and use of customer facility charges relative to rental car facility costs were discussed. Commissioners expressed interest in a separate briefing on airport customer experience and more discussion of the rising cost per enplanement, which is projected to be higher than \$18 by 2022. Commissioners inquired about grain exports, expenses for the cruise line of business, and conference center revenues. Revenue and costs associated with acquisition of Salmon Bay Marina were noted. Commissioners commented on development of the 2019 budget and consideration of relevant trends.

**10. QUESTIONS on REFERRAL to COMMITTEE** – None.

**11. ADJOURNMENT**

There was no further business, and the meeting adjourned at 3:07 p.m.

Prepared:

Attest:

Paul J. White, Commission Clerk

Ryan Calkins, Commission Secretary

Minutes approved: July 10, 2018.