



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

APPROVED MINUTES COMMISSION REGULAR MEETING OCTOBER 23, 2018

The Port of Seattle Commission met in a regular meeting Tuesday, October 23, 2018, in the International Auditorium at Seattle-Tacoma International Airport, Seattle, Washington. Commissioners Bowman, Calkins, Felleman, and Gregoire were present, Commissioner Steinbrueck was present until 12:58 p.m.

1. CALL to ORDER

Pursuant to Article IV, Section 8, of the commission bylaws, the meeting convened at 11:05 a.m. to conduct an executive session.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The notice posted during the executive session included one matter related to litigation and legal risk. 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 50 minutes, the public meeting reconvened at 12:08 p.m. Commissioner Gregoire led the flag salute.

3. APPROVAL of the AGENDA

Without objection, the preliminary agenda was revised to move agenda item 8b to immediately follow the Unanimous Consent calendar, and the agenda was approved as revised.

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):

- Brad Warren, Working Group on Seafood and Energy, regarding Initiative 1631 (agenda item 8b). Mr. Warren submitted written materials, which are attached as minutes [Exhibit A](#).
- Anne Kroeker, City of Des Moines resident, regarding Initiative 1631 (agenda item 8b) and the Economic Development Division operating budget (agenda item 9c).
- Debi Wagner, City of Burien resident, regarding airport community impacts.
- Steve Edmiston, The Briefing Project, regarding airport community impacts. Mr. Edmiston submitted written materials, which are attached as minutes [Exhibit B](#).
- Dana Hollaway, Quiet Skies Puget Sound, regarding airport community impacts.

- J.C. Harris, City of Des Moines resident, regarding airport community impacts.

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 special meeting of September 24 and the regular meeting of September 25, 2018.

6b. Adoption of Resolution No. 3750: A resolution of the Port of Seattle Commission replacing the current policy prohibiting illicit and non-stormwater discharges from being discharged through the stormwater system on Port of Seattle Maritime properties; providing revised definitions and describing fully prohibited, conditionally allowable, and permissible discharges; and repealing existing policy in Resolution No. 3596.

Request document(s) included an [agenda memorandum](#), draft [resolution](#), and [comparison attachment](#).

6c. Authorization for the Executive Director to execute Change Order 23 to Contract MC-0318750 for taxiway, runway, and apron improvements at Seattle-Tacoma International Airport for an amount not to exceed \$700,000. No additional funds are being requested. (CIP #C800914).

Request document(s) included an [agenda memorandum](#), [critical work declaration](#), [airfield photo](#), and [scope of work](#).

6d. Authorization for the Executive Director to execute two indefinite delivery, indefinite quantity contracts for Airport Planning Services totaling no more than \$15,000,000 with a three-year ordering period and two one-year options. No funding is associated with this authorization.

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

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)

As previously noted, the Commission advanced to the order of –

8. AUTHORIZATIONS and FINAL ACTIONS

and proceeded to consideration of the following agenda item –

8b. Motion 2018-13: A Motion of the Port of Seattle Commission endorsing Washington State Initiative 1631, a state-wide carbon “pollution fee” on sources of greenhouse gas pollutants that would direct revenue to reducing pollution, promoting clean energy, and addressing climate impacts.

Ballot Title as ordered on April 6, 2018: Initiative Measure No. 1631 concerns pollution. This measure would charge pollution fees on sources of greenhouse gas pollutants and use the revenue to reduce pollution, promote clean energy, and address climate impacts, under oversight of a public board.

Initiative Title as filed March 13, 2018: Initiative Measure No. 1631, an act relating to reducing pollution by investing in clean air, clean energy, clean water, healthy forests, and healthy communities by imposing a fee on large emitters based on their pollution; and adding a new chapter to Title 70 RCW.

Request document(s) included a draft motion. A copy of the adopted version of [Motion 2018-13](#) is also attached.

Presenter(s): Eric ffitich, Manager State Government Relations.

The initiative measure was summarized. Beginning in January 2020 It would impose a fee of \$15 per metric ton of carbon emitted, with the funds to be administered based on recommendation of a public oversight board. Mr. ffitich outlined the following responses to commissioner questions raised during consideration of the ballot measure on October 9:

- Exemption of aviation and maritime fuels under the ballot measure was confirmed by drafters of the proposal as an attempt to comply with federal restrictions on regulation of interstate commerce.
- State pollution and health action areas would be established by July 31, 2019, to inform where funds generated by the fee are used.
- A healthy communities set-aside is intended to ensure that the costs of the fee are not borne disproportionately by various populations, to provide for climate-change-impact education, to relocate communities on tribal lands affected by sea level rise, and to provide for wildfire preparedness education.
- It is believed that structuring the proposal as a fee would prevent the Legislature from raiding the fund for other purposes, which would require a two-thirds vote within the first two years of the adoption of the measure or a simple majority vote after two years.
- Public entities, such as the Port of Seattle, would be eligible to apply for carbon-emission-reduction efforts using the funds generated by the measure.

Commissioner Gregoire emphasized the commission's consultation with the Public Disclosure Commission on procedures for deliberation on the motion endorsing a state ballot measure.

Commissioners commented on potential impacts of the carbon fee on low-income families and small businesses and on the critical timing of acting quickly and collectively to address climate change and move away from use of fossil fuels as an energy source. Commissioners commented on greenhouse gas reduction and the appropriateness of placing a regulatory fee on carbon dioxide as a pollutant. They noted the importance of doing more to implement sustainable aviation fuels to have a demonstrable, worldwide impact on climate change and carbon emissions.

The motion for adoption of Motion 2018-13 (agenda item 8b) carried by the following vote:
In favor: Bowman, Calkins, Felleman, Gregoire, Steinbrueck (5)

Commissioner Steinbrueck was present until 12:58 p.m.

7. SPECIAL ORDERS of BUSINESS

7a. 2018 Tourism Marketing Support Program Summary.

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

Presenter(s): Ron Peck, Director Tourism Development; Dru Garson, CEO, Greater Grays Harbor Inc.; and Jackie Durbin, Director of Marketing and Communications, MOHAI (Seattle Museum of History and Industry).

The background of the promotional program and the projects awarded funding for 2018 were summarized. In 2018, \$200,000 was awarded from the program and there were 26 recipients statewide. Applicants can receive up to \$10,000 per recipient and must provide a 50-percent funding match. Promotional efforts receiving funding were summarized and the return on investment for several was described.

Commissioners commented on limiting multiple annual awards to return applicants, focusing on digital marketing, and use of the airport to promote regional destinations. Commissioners asked for the source of funding to be more transparent in the agenda memos for this and similar programs.

7b. Update on the Seattle-Tacoma International Airport All Gender Restroom Plan.

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

Presenter(s): Michelle Brantley, Aviation Capital Development Manager, and Veronica Valdez, Commission Specialist.

Staff presented an update on work to date to develop a comprehensive all-gender restroom plan for Seattle-Tacoma International Airport. Building code requirements for men's, women's, family, and accessible facilities and the port's planning over and beyond the prescriptions of the building code were explained. A variety of conceptual design options were presented. Early actions that are less than comprehensive installation of all-gender restrooms and still compliant with the building code were summarized. Signage options were discussed.

8. AUTHORIZATIONS and FINAL ACTIONS

8a. Authorization for the Executive Director to advertise and execute two major public works construction contracts for the Restroom Upgrades at Concourses B, C, and D project at Seattle-Tacoma International Airport. This request is for \$8,969,000 of a total project cost of \$38,379,000. (CIP #C800697).

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

Presenters: Michelle Brantley, Aviation Capital Development Manager.

The project phases were described, and commissioners asked for clarification about various aspects of the new restroom facilities and gauging of passenger satisfaction.

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

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

Absent for the vote: Steinbrueck

Agenda item 8b was considered previously, and the commission proceeded to consideration of the following agenda item –

8c. Authorization for the Executive Director to (1) prepare design and construction bid documents for the Parking Revenue Infrastructure project at Seattle-Tacoma International Airport; (2) procure required hardware, software, vendor services, licensing, and maintenance services for an Automated Parking Guidance System (APGS); (3) use port crews and small works contracts for preconstruction activities; and (4) initiate pre-production setup and configuration of the APGS. The amount of this request is \$10,946,171 bringing the total authorization to \$11,244,000. The total estimated project cost is \$22,898,000. (CIP #C800870)

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

Presenter(s): Stephanie Nelson, Manager Airport Parking Revenue, and Scott Bergstrom, Aviation Project Management.

The airport parking garage was described in terms of its size, complexity, and role in the airport's business strategy. The scope of work for the currently proposed solution would install a camera-based automated parking guidance system throughout the garage, including red and green lights indicating available spaces, would add 94 level-two electric vehicle charging stations, and provide for related electrical capacity upgrades.

Commissioners asked about different business models related to use of the garage and leveraging of new technology. Use of booking fees, advertising options, goals to reduce the use of single-occupant vehicles, license plate recognition, slotting, and incentives for using electric vehicles were discussed. Commissioners expressed concerns over retaining license-plate data longer than operationally necessary and commented on limiting use of camera data.

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

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

Absent for the vote: Steinbrueck

Agenda item 8d was removed from the agenda prior to publication, and the commission proceeded to consideration of the following agenda item –

- 8e. Authorization for the Executive Director to: (1) increase the authorized funds for the South Satellite Infrastructure Upgrades budget by the amount of \$38,307,000; (2) advertise, bid, and execute a major works construction project; and (3) use port crews and small works contracts to assist with the project. The total estimated cost of this project is \$52,232,000. (CIP # C800798).**

Request document(s) included an [agenda memorandum](#) and [presentation slides](#). An updated design graphic was provided at the time of the meeting and is included as minutes [Exhibit C](#).

Presenter(s): John Freeman, Capital Project Manager.

Previously, the commission authorized design funding for this project on June 26, 2018.

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

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

Absent for the vote: Steinbrueck

9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS

9a. 2019 Salary and Benefits Resolution Program.

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

Presenter(s): Jeniann Kaelin, Total Rewards Consultant.

Changes to the 2019 salary and benefits program for non-represented port staff were summarized. These include a 3.0-3.5 percent market increase to salary ranges, addition of a new floating holiday, clarifications about inclusion of medical, vision, pharmacy, and dental benefits as components of port healthcare benefits, removal of retiree medical benefits, updates to reporting language for the director of the internal audit department, and changes to the definition of "probationary period." Vision benefits will be enhanced and become electable as a separate benefit in 2019, additional dental plan options will be available, and infertility benefits will be part of enhanced medical coverage. Staff proposes the port apply to opt out of the state's new Paid Family and Medical Leave program in preference for the port's own plan.

Introduction of a resolution providing for changes to the salary and benefits program is expected on November 13, 2018. Aspects of the 2018 salary and benefits program not revised by the 2019 resolution will continue in effect as a salary and benefits policy directive of the Port Commission.

9b. Baggage Optimization Project Update. (CIP #C800612).

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

Presenter(s): Greg Carey, Capital Program Leader; Ed Weitz, Capital Project Manager; and Janice Zahn, Assistant Engineering Director.

Commissioners received a quarterly update on progress of the comprehensive baggage optimization program at Seattle-Tacoma International Airport. Commissioners expressed concern over scheduling delays and asked that the program be incorporated into the set of sweeping capital programs under review by the Commission's Aviation Committee.

9c. 2019 Economic Development Division Operating Budget Briefing.

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

Presenter(s): Kelly Zupan, Maritime Finance and Budget, and Dave McFadden, Director, Economic Development.

The Economic Development Department operating budget includes components of real estate portfolio management, small business and diversity-in-contracting initiatives, workforce development activities, and tourism promotion. Commissioners asked about revenue and trends in conference center operations. Commissioners questioned whether workforce development initiatives were yielding the desired results in terms of identifying career pathways and stimulating career-connected learning, including maritime industries. Commissioners commented on the level of sponsorship included in the Economic Development Division budget and suggested a more comprehensive view of commute trip reduction efforts.

10. QUESTIONS on REFERRAL to COMMITTEE – None.

11. ADJOURNMENT

There was no further business, and the meeting adjourned at 4:08 p.m.

Prepared:

Attest:

Paul J. White, Commission Clerk

Ryan Calkins, Commission Secretary

Minutes approved: November 27, 2018.