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**APPROVED MINUTES  
COMMISSION REGULAR MEETING JANUARY 8, 2019**

The Port of Seattle Commission met in a regular meeting Tuesday, January 8, 2019, 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 11:05 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 and one matter related to national security. 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 60 minutes, the public meeting reconvened at 12:12 p.m. Commissioner Bowman led the flag salute.

**ANNOUNCEMENT**

Commissioner Bowman announced that all commissioners had signed the annual transparency pledge required under Article II, Section 4, of the commission bylaws. Copies of the executed pledges are attached as minutes [Exhibit A](#).

**3. APPROVAL of the AGENDA**

Without objection, the preliminary agenda was revised to remove agenda item 6c from the Unanimous Consent Calendar for separate discussion and vote.

*Without objection, the commission advanced to consideration of –*

**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 November 27 and special meeting of December 3, 2018.**

**6b. Approval of the [Claims and Obligations](#) for the period December 1, 2018, through December 31, 2018, including accounts payable check nos. 927343-927866 in the**

amount of \$10,212,787.92; accounts payable ACH nos. 13350-14093 in the amount of \$78,129,420.51; accounts payable wire transfer nos. 15015-15027 in the amount of \$7,845,796.92, payroll check nos. 191614-191867 in the amount of \$316,317.38; and payroll ACH nos. 889820-893957 in the amount of \$10,938,170.73 for a fund total of \$107,442,493.43.

Request document(s) included an agenda memorandum.

*As noted above, agenda item 6c was temporarily postponed.*

- 6d. Authorization for the Executive Director to extend the term of the existing interagency memorandum of agreement with the Seattle Department of Construction and Inspections (SDCI) for up to five years. The agreement commits SDCI staff to expediting all Port of Seattle permit reviews. Funding for this action is covered by divisional operating expense allocations and was included in the 2019 budget. No new funding is requested with this action.**

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

- 6e. Authorization for the Executive Director to execute contracts supporting the 2019 Port of Seattle Economic Development Partnership Program in an amount not to exceed \$960,000.**

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

- 6f. Authorization for the Executive Director to execute a contract for the purchase of original equipment manufacturer Cobus parts for maintenance and repair of the Cobus fleet at Seattle-Tacoma International Airport. The contract will be structured as a one-year agreement with up to four one-year renewal options. Only contracting authority is being requested at this time. There is no budget request associated with this authorization and any necessary costs are in 2019 budget and future operating budgets.**

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

- 6g. Authorization for the Executive Director to execute a contract for avian radar services for up to seven years for an estimated total value of \$1,410,000.**

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

- 6h. Adoption of Resolution No. 3753: A Resolution of the Port Commission of the Port of Seattle appointing Debbi Browning, Assistant Director, Accounting and Financial Reporting Department, as Port Auditor for the Port of Seattle pursuant to RCW 53.36.010 and RCW 42.24.080.**

Request document(s) included an agenda [memorandum](#) and draft resolution. Resolution 3753 was introduced December 11, 2018. An adopted version of [Resolution 3753](#) is attached.

- 6i. Authorization for the Executive Director to execute a contract with Salmon-Safe, a non-profit organization, for an amount not to exceed \$60,000, for the Port's Salmon-Safe certification and that commission determine a competitive process is not appropriate or cost effective and exempt this contract from a competitive process consistent with RCW 53.19.020.

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

- 6j. Authorization for the Executive Director to execute a personal services indefinite delivery, indefinite quantity contract for cost estimating services not to exceed \$1,000,000 with a contract ordering period of three years in support of upcoming capital improvement and major expense projects. There is no budget request associated with this authorization.

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

- 6k. Authorization for the Executive Director to execute project design services in an amount not to exceed \$800,000, including \$300,000 previously authorized, in support of the Port's replacement of the existing Docks D-E at Salmon Bay Marina, including the associated bulkhead portion and dredging permitted under the existing Master Use Permit. (CIP #C801070).

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

- 6l. Authorization for the Executive Director to employ a project labor agreement for the South Satellite Infrastructure Upgrades project construction contract. No funds authorization is associated with this request.

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

The motion for approval of consent items 6a, 6b, 6d, 6e, 6f, 6g, 6h, 6i, 6j, 6k, and 6l carried by the following vote:

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

*Pursuant to the approved agenda, the commission proceeded to consideration of –*

**7. SPECIAL ORDERS of BUSINESS**

- 7a. Adoption of Resolution No. 3754: A resolution of the Port Commission of the Port of Seattle amending Resolution Nos. 3742 and 3744, regarding bylaws governing the organization and transaction of business of the Port of Seattle Commission.

Request document(s) included a draft of Resolution 3754 and a [redline](#) version of the commission bylaws. The adopted version of [Resolution 3754](#) is attached.

Presenter(s): Paul J. White, Commission Clerk.

*Previously, Resolution 3754 was introduced on December 11, 2018.*

The clerk explained that the effect of the resolution would be to return to a traditional model of electing officers in which the commission president, vice president, and secretary would all be elected at the first meeting of the year. The bylaws currently provide for election of the president a year early as vice president and are structured such that the vice president automatically succeeds to the presidency in the following calendar year. It was noted that all commission offices expire at the end of the calendar year.

**The motion for adoption of Resolution 3754 carried by the following vote:**

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

**7b. Election of 2019 officers and commission president remarks.**

**The following slate of officers for 2019 was moved:**

- President – Stephanie Bowman
- Vice President – Fred Felleman
- Secretary – Peter Steinbrueck

**The motion carried by the following vote:**

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

Commissioner Gregoire, as 2018 president, offered remarks on the commission's accomplishments in 2018 including the welcoming of new Executive Director Steve Metruck, progress on container infrastructure modernization at Terminal 5, modernization of Seattle-Tacoma International Airport, and multiple economic, environmental, and social initiatives.

Commissioner Bowman, as 2019 president, offered remarks of appreciation for Commissioner Gregoire's leadership in 2018 and for her colleagues and port staff. She expressed her gratitude for the opportunity to serve and acknowledged important work to accomplish in 2019, including completion of the Sustainable Airport Master Plan, agreement on modernization at Terminal 5, and siting of a new cruise facility.

#### **4. EXECUTIVE DIRECTOR'S REPORT**

Chief Operating Officer Dave Soike previewed items on the day's agenda and made announcements.

#### **5. PUBLIC COMMENT**

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

- Alex Tsimerman, Seattle resident, regarding government corruption.
- Glen Stockwell, Washington State Economic Development Corporation, regarding completion of President Franklin D. Roosevelt's Columbia Basin Project.
- Peter Tarabochia, President, Seattle Marine Business Coalition, in support of the Maritime Blue initiative (agenda item 7c).

- Russell Stevenson, Spark Plug Diagnostics, regarding the effect of the Sustainable Airport Master Plan on North SeaTac Park. Mr. Stevenson provided written materials, which are attached as minutes [Exhibit B](#).
- Dan Bassett, Evergreen Mountain Bike Alliance, regarding the effect of the Sustainable Airport Master Plan on North SeaTac Park.
- J.C. Harris, Des Moines resident, regarding airport community impacts.
- Anne Kroeker, Des Moines resident, regarding airport community impacts and uses of the Airport Community Ecology Fund. Ms. Kroeker submitted written materials, which are attached as minutes [Exhibit C](#).
- Steve Edmiston, the Briefing Project, regarding airport community impacts. Mr. Edmiston submitted written materials, which are attached as minutes [Exhibit D](#).
- Daniel Smith, Crowley Marine, in support of the Maritime Blue initiative (agenda item 7c).
- Christian Meinig, National Oceanic and Atmospheric Administration, in support of the Maritime Blue initiative (agenda item 7c).
- Andy Stewart, University of Washington Applied Physics Lab, in support of the Maritime Blue initiative (agenda item 7c).
- Tressa Arbow, University of Washington graduate student, regarding the Maritime Blue initiative (agenda item 7c).
- Jennifer States, quality assurance and risk management company DNV-GL, in support of the Maritime Blue initiative (agenda item 7c).
- Berit Eriksson, Sailors Union of the Pacific, in support of the Maritime Blue initiative (agenda item 7c).
- Cosmo King, fleet management company ioCurrents, in support of the Maritime Blue initiative.

*Pursuant to the approved agenda, the commission returned to consideration of –*

**7. SPECIAL ORDERS of BUSINESS**

*– and proceeded to the following agenda item –*

**7c. Washington State Maritime Blue Plan and Port Maritime Innovation Center briefing.**

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), [trip report](#), and [maritime center report](#).

Presenter(s): Dave McFadden, Managing Director, Economic Development Division; State Representative Gael Tarleton (D-District 36); and Joshua Berger, Governor’s Maritime Sector Lead.

Presenters commented on the efforts of the Washington Maritime Blue Strategy in its mission to accelerate growth in the “Blue Economy” and establish Washington state as a global leader in maritime clean technology innovation and best management practices that support a growing maritime economy in all sectors with increasing living-wage jobs, a healthy environment, and resilient communities in partnership with all stakeholders; including business, academic and research institutions, ports, labor, and community organizations. This includes efforts to return trade education to the state’s public-school system, electrification of ferries, and sustainable job

creation while working to preserve the unique cultural and environmental assets of the Puget Sound region. Goals of the initiative and German and Scandinavian maritime innovation models were noted.

Commissioners asked about the balance of public and private investment in the business plan model, which includes business, industry, and government collaboration. Commissioners asked about the role of labor in developing the appropriate talent pool to reduce carbon reliance while improving job quality. It was reported that construction of a maritime innovation center might take 36 months to begin due to permitting requirements. Commissioners urged development of a virtual incubator program in advance of facility construction or renovation.

*The Commission advanced to consideration of –*

**ITEMS REMOVED from CONSENT**

- 6c. Authorization for the Executive Director to execute a joint marketing agreement with Visit Seattle, a non-profit agency, to promote international tourism to Seattle and Washington state in China, Japan, Korea, France, Germany, Australia/New Zealand, and the United Kingdom/Ireland for one year with three additional one-year options at the rate of \$150,000 per year for a total not to exceed \$600,000 and that the commission determine a competitive process is not appropriate or cost effective and exempt this contract from a competitive process consistent with RCW 53.19.020.**

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

Presenter(s): Ron Peck, Director, Tourism Development.

Commissioners commented on the need for marketing the broader tourism opportunities in Washington state. It was clarified that funding for the request comes from the port's tax levy. Commissioners asked for clarification on the participation level of non-port partners in the marketing efforts.

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

**In favor: Calkins, Felleman, Gregoire, Steinbrueck (4)**

**Absent for the vote: Bowman**

**8. AUTHORIZATIONS and FINAL ACTIONS**

- 8a. Introduction of Resolution No. 3756: A resolution of the Port Commission of the Port of Seattle authorizing the Executive Director to sell and convey Port personal property in 2019 in accordance with RCW 53.08.090 with a value not greater than \$19,000 and repealing Resolutions No. 3715, 3730, and 3743, dealing with the same subject.**

Request document(s) included an agenda [memorandum](#) and draft resolution. A copy of the final draft of [Resolution No. 3756](#) will be made available upon adoption.

Presenter(s): Rudy Caluza, Director Accounting and Financial Reporting.

Commissioners asked for examples of property that is surplus under the Executive Director's authority and noted benefits of transferring unneeded furniture, mobile devices, and vehicles to schools and housing authorities.

**The motion to introduce Resolution No. 3756 carried by the following vote:**

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

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

**9a. 2019 Local and Regional Government Policy Priorities Briefing.**

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

Presenter(s): Pearse Edwards, Senior Director External Relations; Lindsay Wolpa, Manager Regional Government Relations; Dave Kaplan, Local Government Relations Manager; and Kate Nolan, Regional Government Relations contractor.

Commissioners commented on the proposed policy priorities and asked for clarifications.

**9b. Rental Car Facility Bus Purchase (CIP #C800810) and Employee Parking Bus Purchase (CIP #C800956).**

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

Presenter(s): Leslie Stanton, Senior Manager Environmental Programs, and Peter Lindsay, Airport Operations Development Manager.

The buses proposed to be purchased were described, the need for them was explained, and the reasoning for proposing purchase of compressed natural gas (CNG) buses that can operate on renewable natural gas (RNG) was summarized. Commissioners asked about the length of the contract and the availability of competitively priced RNG. Commissioners commented on the need to address airport employee parking comprehensively as a commute-trip-reduction effort. They suggested adding employee parking to Sustainable Airport Master Planning efforts.

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

**11. ADJOURNMENT**

There was no further business, and the meeting adjourned at 3:22 p.m.

Prepared:

Paul J. White, Commission Clerk

Attest:

Peter Steinbrueck, Commission Secretary

Minutes approved: February 26, 2019.