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**APPROVED MINUTES
COMMISSION REGULAR MEETING JANUARY 22, 2019**

The Port of Seattle Commission met in a regular meeting Tuesday, January 22, 2019, in the International Auditorium at Seattle-Tacoma International Airport, Seattle, Washington. Commissioners Bowman, Calkins, Felleman, Gregoire, and Steinbrueck were present. Commissioner Gregoire was excused after 4:00 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 matter(s) 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. Following the executive session, which lasted approximately 65 minutes, the public meeting reconvened at 12:22 p.m. Commissioner Bowman led the flag salute.

ANNOUNCEMENT

Commissioners acknowledged the hardships endured by federal security personnel working for Customs and Border Protection and the Transportation Security Administration who are continuing to perform their essential duties at the airport despite not receiving paychecks during the partial federal government shutdown.

3. APPROVAL of the AGENDA

Without objection, the preliminary agenda was revised to consider agenda item 7a immediately after agenda approval and was approved as revised.

7. SPECIAL ORDERS of BUSINESS

7a. One-year progress report on port-wide Human Trafficking Strategy implementation.

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), [executive summary](#), and copy of [Motion 2018-01](#).

Presenter(s): Chad Aldridge, Veterans Fellow, Policy and Outreach Manager; Dr. Mar Brettman, Executive Director, Businesses Ending Slavery and Trafficking; Velma Veloria, former State Representative; and Councilmember Jeanne Kohl-Welles, King County Council.

The presentation included information about the scope of human trafficking as a global criminal industry second only to drug trafficking. Collaborative efforts of the port's police department, internal auditors, other ports, and key stakeholders over the past year were summarized. Commissioners and presenters discussed the relationship of the problem of human trafficking to economic globalization, international demand for labor, cultural dynamics of undocumented populations, business procurement policy reform, and increased awareness and messaging targeted at assisting victims.

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):

- Dana Hollaway, Quiet Skies Puget Sound, regarding airport community impacts.
- Debi Wagner, Quiet Skies Puget Sound, regarding airport community impacts. Ms. Wagner submitted written materials, which are attached as minutes [Exhibit A](#).
- David Goebel, Vashon Island Fair Skies, regarding the use of average day/night noise level (DNL) as a measure of airport noise impact.
- Bernedine Lund, Federal Way resident, regarding the glide slope of aircraft approaches at Sea-Tac Airport.
- J.C. Harris, Des Moines resident, regarding airport community impacts.
- Steve Edmiston, the Briefing Project, regarding airport community impacts and public engagement. Mr. Edmiston submitted written materials, which are attached as minutes [Exhibit B](#).
- Cindi Laws, Wheelchair Accessible Taxis and Mobility Board, regarding passenger mobility services and wheelchair-accessible taxis. Ms. Laws submitted written materials, which are attached as minutes [Exhibit C](#).
- In lieu of spoken comment, Cynthia Stewart, President, Hearing Loss Association of Washington, submitted an email regarding accommodation for passengers with hearing loss at Seattle-Tacoma International Airport. The message is attached as minutes [Exhibit D](#).

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 December 11 and special meeting of December 12, 2018.

- 6b. Adoption 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. The adopted version of [Resolution 3756](#) is attached.

Previously, Resolution 3756 was introduced on January 8, 2019.

- 6c. Authorization for the Executive Director to (1) prepare design and construction bid documents for the Emergency Backup Water Supply project at Seattle-Tacoma International Airport; (2) advertise and award a major works construction contract; and (3) use Port of Seattle crews and small works contracts to perform construction work if required. The amount of this request is \$2,614,000. The total estimated project cost is \$2,739,000. (CIP #C800493)**

Request document(s) included an agenda [memorandum](#), [presentation slides](#), and [Washington Department of Health 2013 Routine Sanitary Survey](#).

- 6d. Authorization for the Executive Director to authorize to (1) proceed with the first phase in the Perimeter Intrusion Detection capital project at Seattle-Tacoma International Airport; (2) procure required hardware, software, vendor services, and license and maintenance; and (3) use Port staff for implementation, for a total phase-one cost not to exceed \$3,500,000 and estimated training of \$20,000. A 10-year contract for license and maintenance fees is estimated at \$420,000. (CIP #C800844)**

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

- 6e. Authorization for the Executive Director to advertise for bids and execute major works construction contracts for a portion of the Automated Screening Lanes project at Seattle-Tacoma International Airport. (CIP #C800920)**

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

- 6f. Authorization for the Executive Director to (1) prepare design and construction bid documents for Phase 2 of the Parking Garage Elevator Modernization project at Seattle-Tacoma International Airport; and (2) use Port of Seattle crews and small works contracts for preliminary work if required. The amount of this request is \$4,251,500. The total estimated project cost is \$23,276,000. (CIP #C800789)**

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

- 6g. Authorization for the Executive Director to execute a contract for cruise and stay marketing to promote all Washington state tourism opportunities in the UK and Europe as a one-year contract for \$185,000 with two additional one-year options at the rate of \$185,000 per year for a total not to exceed \$555,000.**

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

- 6h. Authorization for the Executive Director to: (1) proceed with the construction phase of the Fishermen's Terminal Docks 3, 4, and 5 Fixed Pier Improvements and (2) advertise and execute a major public works contract for the Fixed Pier Improvements, for a total estimated project cost of \$3,800,000. (CIP #C800531)**

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

- 6i. Authorization for the Executive Director to (1) increase the Industrial Wastewater Glycol Management project budget by \$1,132,000; (2) prepare design and construction bid documents for the Industrial Wastewater System Segregation Meters project at Seattle-Tacoma International Airport; and (3) advertise and award a major works construction contract. The amount of this request is \$1,132,000. The total estimated project cost is \$2,274,000. (CIP #C800655)**

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

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

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

7. SPECIAL ORDERS of BUSINESS (continued)

7b. Sea-Tac Stakeholder Advisory Round Table (StART) Update.

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), and [action agenda](#), [summary](#), [operating procedures](#), [member list](#), and [discussion topics](#).

Presenter(s): Lance Lyttle, Managing Director Aviation; Marco Milanese, Aviation Community Relations Manager; and Stan Shepherd, Manager, Aviation Noise Programs. StART members providing comment included Michael Matthias, City Manager, Des Moines; Yarden Weidenfeld, Senior Policy Advisor to the Mayor, Federal Way; Mark Hoppen, City Manager, Normandy Park; Sheila Brush, City of Des Moines; Diana Birket Rakow, Vice President of External Relations, Alaska Airlines; Tony Gonchar, Vice President-Seattle, Delta Air Lines; and Joe Scorcio, City Manager, City of SeaTac.

The purpose and composition of the airport's Stakeholder Advisory Round Table (StART) was summarized. It is a form of community engagement on airport projects, programs, and operations with representation by port staff, Federal Aviation Administration personnel, airlines, and participants chosen by the cities of Burien, Des Moines, Federal Way, Normandy Park, SeaTac, and Tukwila. Meetings are open to the public and near-term recommendations coming out of the group's facilitated discussions during the past year were listed.

Commissioners asked about the role of the FAA in discussions and runway-use decisions, the relative priority of near-term proposals, and the role commissioners might take in negotiating with airlines for voluntary operational adjustments. The glide slope on Runway 34R was discussed. In

response to commission questions, Mr. Shepherd reported that an airfield noise study would be presented to the commission in 2019. The relationship of noise modeling, data collection, and model validation was discussed. Commissioners asked about comparative standards for best management practices for other airports' noise abatement efforts. The process of collecting and responding to noise complaints was discussed.

StART members present provided their perspectives on the group's efforts over the past year. Although he was not able to attend, comments provided by StART member Earnest Thompson were read aloud. The draft is attached as minutes [Exhibit E](#). Sheila Brush submitted a copy of a memo regarding glide slope, which is attached as minutes [Exhibit F](#). Mark Hoppen, Normandy Park City Manager, submitted written materials, which are attached as minutes [Exhibit G](#).

7c. Sea-Tac Sound Mitigation Briefing.

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

Presenter(s): Arlyn Purcell, Director, Aviation Environmental Services, and Stan Shepherd, Manager, Aviation Noise Programs.

Sound mitigation efforts at Seattle-Tacoma International Airport stemming from noise mitigation provisions of CFR Part 150 were described. It was noted that noise insulation under the port's approved Part 150 program is eligible for FAA grant funding up to 80 percent of the cost. However, commissioners questioned whether the outcome for noise insulation efforts is proportional to the cost and proposed review by the Internal Audit Department.

8. AUTHORIZATIONS and FINAL ACTIONS

8a. Adoption of the 2019 local and regional government policy priorities for staff to engage with local and regional officials and other partners in support of these priorities.

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

Presenter(s): Lindsay Wolpa, Regional Government Relations Manager; Dave Kaplan, Local Government Relations Manager; and Kate Nolan, Regional Government Relations Contractor.

Previously, a presentation on the local and regional government policy priorities was provided on January 8, 2019.

Updates and minor changes to the policy priorities since their presentation on January 8 were described.

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

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

Commissioner Gregoire was excused after 4:00 p.m.

- 8b. Authorization for the Executive Director, in support of the Widen Arrivals Roadway project located at Seattle-Tacoma International Airport, to (1) amend a project-specific design contract to increase the contract value by \$2,600,000, (2) proceed with the design and preparation of contract bid documents, (3) execute utility agreements, and (4) negotiate and execute project labor agreements. The amount being requested under this authorization is \$8,340,000 of a total estimated project cost of \$50,000,000. (CIP #C800866)**

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

Presenter(s): Jeffrey Brown, Director, Aviation Facilities and Capital Programs; Peter Lindsay, Airport Operations Development Manager; and Heather Bornhorst, Capital Project Manager.

The purpose of the project, which would widen the airport's roadway leading to the Main Terminal, was described. The history of the roadway's design and the congestion encountered as passenger volumes have grown was summarized. Key project features were noted. Commissioners asked about the flexibility of the design and relationship of the project to the overall Sustainable Airport Master Plan (SAMP). The risks to design funding were discussed relative to execution on SAMP.

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

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

Absent for the vote: Gregoire

- 8c. Authorization for the Executive Director to (1) authorize an additional \$1,800,000 in design funding for Fishermen's Terminal Gateway Building improvements, and (2) execute an amendment to the existing architectural/engineering services contract for Fishermen's Terminal Redevelopment for \$1,000,000 to complete the final planning, design, and permitting of the Gateway Building and associated Fishermen's Terminal facility improvements. This brings the total authorization to date to \$6,250,000, out of an estimated project cost of \$23,000,000. (CIP #C800525).**

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

Presenter(s): Stephanie Jones Stebbins, Managing Director, Maritime Division; Jeffrey Utterback, Director, Real Estate and Economic Development; and Tim Leonard, Capital Project Manager.

Commissioners asked about site planning and building footprint options of the project and market interest in facilities at Fishermen's Terminal. Mr. Utterback spoke candidly of his opinions concerning use of the former Ship Supply building as a future home for a maritime innovation center.

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

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

Absent for the vote: Gregoire

- 8d. Authorization for the Executive Director to execute contracts in the amount of \$1.5 million over five years for passenger mobility assistance services at Seattle-Tacoma International Airport.**

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

Presenter(s): Peter Lindsay, Airport Operations Development Manager.

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

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

Absent for the vote: Gregoire

- 9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS – None.**

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

11. ADJOURNMENT

There was no further business, and the meeting adjourned at 5:00 p.m.

Prepared:

Paul J. White, Commission Clerk

Attest:

Peter Steinbrueck, Commission Secretary

Minutes approved: February 26, 2019.