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APPROVED MINUTES COMMISSION REGULAR MEETING FEBRUARY 26, 2019

The Port of Seattle Commission met in a regular meeting Tuesday, February 26, 2019, in the International Auditorium at Seattle-Tacoma International Airport, Seattle, Washington. Commissioners Bowman, Calkins, Felleman, Gregoire, and Steinbrueck were present.

1. CALL to ORDER

The meeting was called to order at 11:00 a.m. by Commission President Stephanie Bowman.

2. EXECUTIVE SESSION pursuant to RCW 42.30.110

The public meeting was immediately recessed to an executive session to discuss one matter relating to litigation and legal risk and one matter related to performance of a public employee with the intention of reconvening the public session at 12:00 p.m. At 12:05 p.m., the presiding officer announced that the executive session would be extended until 12:15 p.m. to finish consideration of the matters previously announced. Following the executive session, which lasted approximately 80 minutes, the public meeting reconvened at 12:38 p.m. Commissioner Bowman led the flag salute.

ANNOUNCEMENT

Commission President Bowman announced that commissioner assignments to external boards and commissions, as well as internal committees of the port commission, had been completed in accordance with commission bylaws and that the assignments for 2019 would be reflected on the commission's web page.

3. APPROVAL of the AGENDA

Without objection, the preliminary agenda was revised to remove agenda item 6h from the Unanimous Consent Calendar to be laid on the table until a future commission meeting. Without objection, 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. He reported on successful efforts during recent snow events to keep Seattle-Tacoma International Airport operating and safe and a recent One America event aimed at promoting naturalization for immigrants and foreign nationals.

7. SPECIAL ORDERS of BUSINESS

- 7a. Motion 2019-01: A motion of the Port of Seattle Commission supporting legislative proposals that create a statewide commercial aviation coordinating commission, charged with making recommendations on a site for future commercial air service activity.**

Request document(s) included the revised text of the motion, [Substitute Senate Bill 5370](#), and the [February 18 Senate Bill Report](#). A copy of the adopted version of [Motion 2019-01](#) is attached.

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

The legislative proposal is in response to regional growth and accompanying demand for additional air service. Expansion or improvement of existing aviation facilities is under consideration with the present legislation as is development of alternative airport sites. Commissioners commented on the presumption that the commission would recommend development of a second commercial airport in the Puget Sound region, but noted it was important that the data support the conclusion. The Puget Sound Regional Council has an existing process to evaluate aviation capacity. Motion 2019-01 recommends that a statewide aviation commission incorporate PSRC's Regional Aviation Baseline Study in its consideration of alternatives to accommodate growth in air-service demand. Commissioners remarked on the need to distinguish in the motion text between the Port of Seattle Commission and the statewide commercial aviation coordinating commission the bill proposes.

AMENDMENT

The following amendment was adopted without objection:

- On page 1, line 29, delete "The Commission endorses" and insert in lieu thereof: The Port Commission endorses
- And on page 2, line 42, delete "A commission created by" and insert in lieu thereof: A state commission created by
- And on page 2, line 49, delete "As the Commission created by" and insert in lieu thereof: As the state commission that would be created by
- And on page 2, line 54, delete "The Commission's final recommendation" and insert in lieu thereof: The state commission's final recommendation

Motion 2019-01, as amended, (agenda item 7a) carried by the following vote:

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

5. PUBLIC COMMENT

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

- Michael Matthias, City Manager, Des Moines, regarding siting of new commercial aviation facilities.
- Eugene Wasserman, President, North Seattle Industrial Association, regarding development of the Terminal 91 uplands.
- The Reverend Andrew Conley-Holcom, Pastor, Admiral United Church of Christ, regarding all-gender restrooms at Seattle-Tacoma International Airport.

- Steve Wilhelm, Northwest Dharma Association, regarding all-gender restrooms at Seattle-Tacoma International Airport.
- Suzanne Juneau, Sea-Tac Airport Coalition, regarding business travel and tourism in the Puget Sound region.
- Todd Mitchell, Washington State Building and Construction Trades Council, regarding growth at Seattle-Tacoma International Airport.
- Andrea H. Reay, President and CEO of Seattle Southside, regarding the Sustainable Airport Master Plan.
- Sean McKee, Senior Infrastructure Systems Engineer – Conservation, Port of Seattle, regarding an airport chaplaincy program. Mr. McKee submitted written materials, which are attached as minutes [Exhibit A](#).
- Steve Richmond, Garden Cycles, Seattle, regarding forest restoration work at the port. Mr. Richmond submitted written materials, which are attached as minutes [Exhibit B](#).
- David Goebel, Vashon Island Fair Skies, regarding airport community impacts and community outreach.
- Steve Edmiston, the Briefing Project, regarding airport community impacts and the League of Quiet Skies Voters. Mr. Edmiston submitted written materials, which are attached as minutes [Exhibit C](#).
- Larry Cripe, Quiet Skies Coalition Burien, regarding airport community impacts and the League of Quiet Skies Voters. Mr. Cripe submitted written materials, which are attached as minutes [Exhibit D](#).
- Sheila Brush, Quiet Skies Puget Sound, regarding airport community impacts and the League of Quiet Skies Voters.
- Debi Wagner, Quiet Skies Coalition Burien, regarding airport community impacts. Ms. Wagner submitted written materials, which are attached as minutes [Exhibit E](#).
- Sue Petersen, Federal Way Air Noise Alliance, regarding airport community impacts and the League of Quiet Skies Voters.
- Bernedine Lund, Federal Way Air Noise Alliance, regarding airport community impacts and the League of Quiet Skies Voters.
- Dana Hollaway, Quiet Skies Puget Sound, regarding airport community impacts and the League of Quiet Skies Voters.
- Anne Kroeker, Quiet Skies Puget Sound, regarding airport community impacts and the League of Quiet Skies Voters. Ms. Kroeker submitted written materials, which are attached as minutes [Exhibit F](#).
- J.C. Harris, Des Moines, regarding airport community impacts.
- Stefan Moritz, Unite Here Local 8, regarding fair employment for airline catering workers.
- Niño Cueto, Unite Here Local 8, regarding fair employment for airline catering workers. Mr. Cueto submitted written materials, which are attached as minutes [Exhibit G](#).
- Gebriel Clairmilus, Unite Here Local 8, regarding fair employment for airline catering workers.
- Elda Delva, Unite Here Local 8, regarding fair employment for airline catering workers.
- Ronnie Lalimo, Unite Here Local 8, regarding fair employment for airline catering workers.
- Bizuayehu Haile, Service Employees International Union Local 6, regarding fair employment for airline catering workers.
- Lalesa Gurmesa, Service Employees International Union Local 6, regarding fair employment for airline catering workers.

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 minutes of the regular meetings of January 8 and 22 and the special meetings of January 24 and 25, 2019.

6b. Approval of the Claims and Obligations for the period January 1, 2019-January 31, 2019, including accounts payable check nos. 927867-928527 in the amount of \$6,063,871.83; accounts payable ACH nos. 014094-015013 in the amount of \$85,685,211.74; accounts payable wire transfer nos. 015031-015053 in the amount of \$12,086,898.69, payroll check nos. 191868-192136 in the amount of \$278,010.51; and payroll ACH nos. 893958-898085 in the amount of \$10,913,265.70 for a fund total of \$115,027,258.47.

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

6c. Authorization for the Executive Director to (1) proceed with the Port Budget Software System Replacement project; (2) procure hardware, software, and vendor implementation services; and (3) use Port staff for implementation, for a total project cost not to exceed \$600,000. A 10-year contract for the service fee is estimated at \$2,200,000. (CIP #C801015)

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

6d. Authorization for the Executive Director to increase the amount of the Port's banking services contract by an additional \$5,000,000 (from \$9,700,000 to \$14,700,000).

Request document(s) included an agenda [memorandum](#) and [authorization of August 6, 2013](#).

6e. Authorization for the Executive Director to (1) proceed with design for all phases of the Main Terminal Space Conversions project at Seattle-Tacoma International Airport, (2) construct Phase 1 of the project, and (3) use Port crews and small works contracts for construction. The amount requested under this authorization is \$1,337,000 out of a total estimated project cost of \$3,500,000. (CIP #C801055)

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

6f. Authorization for the Executive Director to advertise and execute a construction contract for the Stormwater Pond Bird Deterrent Improvements project at the Seattle-Tacoma International Airport. This request is for \$10,192,000 of a total estimated project cost of \$10,492,000. (CIP #C800980)

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

6g. Authorization for the Executive Director to execute a new collective bargaining agreement between the Port of Seattle and the International Association of Machinists

and Aerospace Workers, Local 289, representing Auto Machinists at the Port of Seattle covering the period from July 1, 2017, through June 30, 2019.

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

As noted above, agenda item 6h was laid on the table without objection.

- 6i. Authorization for the Executive Director to enter into a settlement agreement with Kaiser Gypsum Co. Inc. to resolve claims in bankruptcy related to the cleanup of the Lower Duwamish Waterway.**

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

- 6j. Authorization for the Executive Director to (1) proceed with design and construction of the Checkpoint 1 Expansion project at Seattle-Tacoma International Airport; and (2) use Port crews to construct the project. This single authorization is for the total estimated project cost of \$560,000.**

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

- 6k. Authorization for the Executive Director to execute an asset management services contract for up to five years for Seattle-Tacoma International Airport, with an estimated value of \$5,000,000.**

Request document(s) included an agenda [memorandum](#), [presentation slides](#), [gap analysis](#), and [information exchange roadmap](#).

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

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

7. SPECIAL ORDERS of BUSINESS (continued)

7b. International Arrivals Facility Progress Briefing.

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

Presenter(s): Dave Soike, Chief Operations Officer; Brian Ahern, Project Director and Vice President, Clark Construction; Chip Hastie, Senior Vice President – Operations, Clark Construction; and John Okamoto, Executive Review Panel Member.

Presenters provided an update on progress of the International Arrivals Facility. Project costs were described as within the contracted budget. Expediting payments to contractors and the risk of falling behind in these payments as construction activity increases were discussed. Challenges associated with meeting the program's small business and apprenticeship goals were summarized. The partnership between management and the design-builder was described as strong, positive,

and creative, although the program schedule has not yet accelerated to the point the Executive Review Panel had hoped for.

7c. Sustainable Airport Master Plan Near-Term Projects Environmental Review Briefing – Scoping Report.

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

Presenter(s): Arlyn Purcell, Director, Aviation Environment and Sustainability; Steve Rybolt, Environmental Program Manager, Aviation Environment Sustainability; Traci Goodwin, Senior Port Counsel; and Rob Adams, Executive Vice President – Environmental – Americas, aviation planning firm Landrum and Brown.

The timing of the environmental scoping work, which is focused on the Sustainable Airport Master Plan’s near-term projects, was explained. Public comment opportunity beyond that required by State and Federal Environmental Policy Act (SEPA and NEPA, respectively) have been provided. The major themes of scoping comments were summarized. Commissioners emphasized the need to make the public comment as transparent as possible. There was a discussion of the risks of incorporating review of elements not called for on the SEPA and NEPA checklists and whether factors associated with “quality of life” are already addressed on the respective checklists.

Commissioners asked about procedural decisions of the environmental review limiting options or outcomes of the review. They asked about use and deployment of noise monitors in communities neighboring the airport and communities affected by air traffic but not adjacent to airport facilities. Commissioners asked that the environmental review timeline be easily accessible to the public and encouraged use of the available subscriber email lists, or listservs, for the environmental review.

8. AUTHORIZATIONS and FINAL ACTIONS

8a. Authorization for the Executive Director to advertise and execute a contract to provide services to educate and assist workers and employers at Seattle-Tacoma International Airport about labor and employment laws for two years and an amount not to exceed \$531,000.

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

Presenter(s): David McFadden, Managing Director; Joe Meyer, Economic Development Manager; Pete Ramels, General Counsel.

The contract, funded by the port’s tax levy, would provide services to workers and employers at the airport to facilitate compliance with Sea-Tac Municipal Code (SMC) Chapter 7.45. Chapter 7.45, commonly referred to as “Proposition One,” describes unique employment standards for hospitality and transportation industry workers within the City of SeaTac, which includes Seattle-Tacoma International Airport.

[Clerk’s Note: These standards do not apply to airline catering workers “involved in preparation of food or beverage to be served in-flight by an airline” (SMC 7.45.010).]

New federal and state regulations along with the local regulations of Chapter 7.45 SMC, cultural factors, and language challenges make it advisable to provide a two-year pilot program of services to help employers and employees understand their rights and obligations under the various laws. The elements of the proposed pilot program were described. Results of outreach to stakeholders were summarized. Commissioners commented on the contract as part of efforts to ensure job quality at the airport. There was a discussion of the appropriate location for providing the services. Commissioners noted the need for a sustainable funding model and opined that the services should not become a baseline port operating expense in the future. Commissioners asked about the legal advisability of the program.

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

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

8b. Authorization for the Executive Director to (1) procure new buses for the rental car facility shuttle operation at Seattle-Tacoma International Airport; (2) procure new buses for the employee parking shuttle operation at Seattle-Tacoma International Airport; and (3) enter into a long-term agreement to establish a contract for future bus requirements for a period of 10 years. The amount of this request is \$16,275,000. The total estimated cost for both projects is \$16,838,000. (CIP #C800810 and CIP #C800956).

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

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

Previously, a presentation on this subject was provided on January 8, 2019.

The need for the procurement was summarized with a discussion of goals, alternatives, and schedule. The proposal is to purchase compressed natural gas (CNG) buses and to fuel them with renewable natural gas (RNG). RNG is a clean-burning alternative to fossil fuel that differs from conventional natural gas in that it is derived from sources already in the earth's biosphere, whereas conventional sources of natural gas are sequestered underground. Commissioners asked about the cost and anticipated supply of RNG and the prospect of using it as boiler fuel as well as bus fuel.

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

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

8c. Authorization for the Executive Director to execute a procurement contract for two fire engines and a rapid response vehicle at a cost of \$2,200,000 including equipment, delivery, and taxes (CIP #C800979).

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

Presenter(s): Randy Krause, Fire Chief; Scott Carnahan, Assistant Fire Chief Operations; and Todd Starkey, Fire Battalion Chief and International Association of Firefighters Local 1257 executive board member.

The status of the current fleet and the justification for procuring the new vehicles was summarized.

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

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

8d. Authorization for \$2,900,000 in additional construction funds to advertise a major works construction project for the Shilshole Bay Marina Customer Service Facilities and Paving projects for a total project authorization of \$15,000,000 (CIP #C800356 and CIP #C800355).

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

Presenter(s): Mark Longridge, Capital Project Manager; Tracy McKendry, Senior Manager, Recreational Boating; and Kenneth Lyles, Director, Maritime Operations and Security.

Commissioners asked about repurposing existing service structures at Shilshole Bay Marina and the project cost increase.

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

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

8e. Authorization for the Executive Director to execute contracts for overall master planning, environmental review, permitting, and Phase I Design services in an amount not to exceed \$4,000,000, in support of the port's development of the T-91 Uplands area located north of the Magnolia Bridge. This brings the total authorization to date to \$4,300,000, including \$300,000 previously authorized, of an estimated total Phase I project cost of \$39,000,000 (CIP #C800158).

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

Presenter(s): Dave McFadden, Managing Director Economic Development; Tim Leonard, Capital Project Manager; and Rosie Courtney, External Relations Program Manager.

Commissioners asked about access to the Terminal 91 uplands via the Magnolia Bridge and potential alignments for light rail in the area. There was discussion of an environmental assessment of the project area. The phased approach to the development, public outreach, and project schedule were presented. Commissioners asked whether a request-for-qualifications process was necessary rather than proceeding to a request for proposals.

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

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

8f. Authorization for the Executive Director to (1) sign an order with the Washington State Department of Ecology to complete a Remedial Investigation at the South Park Marina (adjacent to the Port's Terminal 117 in the south Seattle neighborhood of South Park); and (2) sign a Potential Liable Party Cost Sharing Agreement between the Port, South

Park Marina owners, and the City of Seattle to share the costs for the performance of the scope of work required by Ecology's order and agency oversight costs. There is no funding requested for this authorization.

Request document(s) included a corrected agenda [memorandum](#), [Agreed Order DE-16185](#), and [draft cost-sharing agreement](#).

Presenter(s): Sandra Kilroy, Director, Maritime Environment and Sustainability.

A single presentation was offered for agenda items 8f and 8g summarizing the locations of the work and the nature of the environmental actions to be taken. Funding for both projects was included in the annual environmental remediation liability authorization on November 13, 2019.

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

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

8g. Authorization for the Port to advertise and execute construction contract for the Terminal 30 Environmental Cleanup Project for an estimated contract award up to \$2,000,000. There is no funding request associated with this authorization.

Request document(s) included a corrected agenda [memorandum](#), [presentation slides](#), and [Terminal 30 consent decree](#).

Please see presentation information above for agenda item 8f.

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

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

9. PRESENTATIONS, REPORTS, and STAFF BRIEFINGS

9a. Briefing on the Seattle-Tacoma International Airport All Gender Restroom Plan.

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), and [restroom plan](#), and [Motions 2018-08](#) and [2018-11](#).

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

Design concepts for airport restrooms that can accommodate people of all genders were presented and the factors to be considered were discussed. Commissioners asked about constraints caused by compliance with conventional restroom requirements in current building codes and about advocacy for code changes at the state level. Signage considerations were discussed. Commissioners asked about the timing for implementing a policy based on the research and outreach conducted so far.

9b. 2018 Q4 NorthSTAR Program and North Satellite Project Briefing (CIP C800556).

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

Presenter(s): Ken Warren, Program Leader, Aviation Project Management Group, and Rad Milosavljevic, Resident Engineer.

Mr. Warren reported that Phase 1A opened on schedule on January 23, 2019, with the opening of five gates in the airport's North Satellite. Phase 1A is on budget and schedule. The Concourse C Satellite Transit System station closed January 2, 2019, for reconstruction and will be out of service for about 11 months. Small business and apprenticeship use statistics were provided and construction milestones for the fourth quarter of 2018 were presented. A grand opening celebration is planned for spring or summer 2019. Commissioners asked that efforts be made to enlist Alaska Air Group to make sure passengers are prepared for the inconveniences posed by construction on the C Concourse.

9c. Baggage Optimization Project Phase 1 and Phase 2 Update (CIP #C800612).

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

In lieu of a presentation, commissioners received the presentation materials in advance of the meeting and were provided an opportunity to ask questions. Commissioner Bowman requested that a briefing be provided to the Aviation Committee.

10. QUESTIONS on REFERRAL to COMMITTEE – None.

11. ADJOURNMENT

There was no further business, and the meeting adjourned at 5:01 p.m.

Prepared:

Attest:

Paul J. White, Commission Clerk

Peter Steinbrueck, Commission Secretary

Minutes approved: March 12, 2019.