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APPROVED MINUTES COMMISSION REGULAR MEETING MARCH 26, 2019

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

1. CALL to ORDER

Pursuant to Article IV, Section 8, of the commission bylaws, the meeting convened at 11:14 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 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 12:15 p.m. Commissioner Bowman led the flag salute.

3. APPROVAL of the AGENDA

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

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):

- Megan McGuire, Seattle Southside Regional Tourism Alliance, in support of agenda item 8b regarding a new cruise facility at Terminal 46. Ms. McGuire submitted written materials, which are attached as minutes [Exhibit A](#).
- In lieu of spoken comment, Eric Scheir, Commission for People with disAbilities, submitted written materials regarding wheelchair accessible taxicabs at Seattle-Tacoma International Airport, which are attached as minutes [Exhibit B](#).
- Ralph Ibarra, Washington Career and Technical Education Foundation, in support of the efforts of the Workforce Development Special Committee (agenda item 8a).

- Earnest Thompson, Normandy Park resident, regarding sustainable aviation fuels and high-speed rail.
- Bernedine Lund, Quiet Skies Puget Sound, regarding sustainable aviation fuels and airline catering workers.
- Anne Kroeker, Quiet Skies Puget Sound, regarding airport community impacts. Ms. Kroeker submitted written materials, which are attached as minutes [Exhibit C](#).
- J.C. Harris, Des Moines resident, regarding sustainable aviation fuels.
- Osler Ronquillo, Unite Here Local 8, regarding airline catering worker wages.
- François Bakasa, Unite Here Local 8, regarding airline catering worker wages.
- Joelle Mbuyamba, Unite Here Local 8, regarding airline catering worker wages.
- Sarah Warren, Unite Here Local 8, airline catering worker wages.
- Joshua Welter, Teamsters 117, regarding curbside management of airport on-demand ground transportation services.
- Abdu Mohammed, for-hire driver, regarding curbside management of airport on-demand ground transportation services.
- Jasbir Randhawa, ECab, regarding curbside management of airport on-demand ground transportation services and limiting the size of the on-demand fleet.
- Chris Van Dyk, Net Car, regarding curbside management of airport on-demand ground transportation services.
- Shekur Legass, for hire driver, in support of a two-year pilot program for airport on-demand ground transportation services.
- Bakri Bazara, ECab, regarding curbside management of airport on-demand ground transportation services and permit fees.
- Amandeep Singh, Yellow Cab driver, regarding curbside management of airport on-demand ground transportation services and increasing the number of drivers in the pilot program.
- Wally Tesfaye, for-hire driver, regarding curbside management of airport on-demand ground transportation services, permit fees, and effects of rideshare companies.
- Saranjeet Shaglani, taxi owner, regarding curbside management of airport on-demand ground transportation services and effects of rideshare companies.
- Nadew Tekele, Yellow Cab, regarding curbside management of airport on-demand ground transportation services and increasing the number of drivers in the pilot program.
- Berhanu Alemayehu, Yellow Cab, regarding curbside management of airport on-demand ground transportation services and increasing the number of drivers in the pilot program. Mr. Alemayehu submitted written materials, which are attached as minutes [Exhibit D](#).
- Ram Singh, Yellow Cab, regarding curbside management of airport on-demand ground transportation services and increasing the number of drivers in the pilot program.
- Sukhwinder Sandhu, Yellow Cab, regarding curbside management of airport on-demand ground transportation services and increasing the number of drivers in the pilot program.
- Wagnew Belay, Yellow Cab, regarding curbside management of airport on-demand ground transportation services and increasing the number of drivers in the pilot program.
- Gurminder Singh, Yellow Cab, regarding Eastside for Hire's management of airport on-demand ground transportation services.
- Worku Belayneh, for-hire driver, regarding curbside management of airport on-demand ground transportation services and permit fees.

- Amin Shifow, Puget Sound Dispatch, regarding curbside management of airport on-demand ground transportation services.
- Awed Abdirahman, E-Cab, regarding curbside management of airport on-demand ground transportation services and permit fees.
- Eskinder Yirgu, E-Cab, regarding curbside management of airport on-demand ground transportation services.
- Abdul Cadir Hasan, E-Cab, regarding ground transportation permit fees.

In response to Commissioner Felleman, Jeff Wolf, Senior Manager, Aviation Business Development, reported that on-demand ground transportation fees of \$95 per month will be discontinued as of June 1 and may be absorbed by the port after October, depending on the structure of a new curbside management model.

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. Authorization for the Executive Director to execute a new collective bargaining agreement between the Port of Seattle and the International Brotherhood of Teamsters, Local 117, representing Police/Fire Communication Specialists at the Port of Seattle covering the period from January 1, 2018, through December 31, 2020.**

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

- 6b. Authorization for the Executive Director to execute a service contract for Airport-wide window cleaning services for two years with up to three one-year renewal options. The total amount of the contract is estimated to be \$3,000,000.**

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

Agenda item 6c was removed from the agenda prior to publication.

- 6d. Authorization for the Executive Director to amend the current approved authorization for the Airport Subway Information Display Enhancement project by \$285,000 for a total project cost not to exceed \$3,287,000 (CIP #C800782).**

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

As noted above, agenda item 6e was temporarily postponed.

- 6f. Authorization for the Executive Director to pay Midway Sewer District general facility charges at Seattle-Tacoma International Airport in the amount of \$461,760.**

Request document(s) included an agenda [memorandum](#) and connection [charge quote](#).

- 6g. Authorization for the Executive Director to enter into a contract with Baggage Airline Guest Services Inc. to provide cruise passengers onboard airline check-in and airline baggage handling, screening, and storage services for participating carriers at Seattle-Tacoma International Airport for the 2019 cruise season.**

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

- 6h. Authorization for the Executive Director to execute contract documents for curb management associated with on-demand taxi/flat-rate for-hire services at Seattle-Tacoma International Airport for a total cost of \$12,500,000 for a term of two years with three one-year extension options.**

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

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

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

Absent for the vote: Gregoire

7. SPECIAL ORDERS of BUSINESS

7a. Diversity in Contracting Annual Report.

Presentation document(s) included an agenda [memorandum](#), [presentation slides](#), and [report](#). At the meeting, written materials were provided by [Regina Glenn](#) and [Henry Yates](#).

Presenter(s): Mian Rice, Director, Diversity and Contracting; Nora Huey, Director, Central Procurement Office; Jonathan Foster, Manager Central Procurement Office Planning and Analytics; Regina Glenn, President, Pacific Communications Consultants Inc.; Henry Yates, Public Affairs Chair, Tabor 100; James Faison, President, National Association of Minority Contractors; Nyambura Rhiu Mboggo, Vice President, African Chamber of Commerce of the Pacific Northwest; and Dan Seydel, President, Platinum Business Group LLC.

The commission received the 2018 Diversity in Contracting annual report, which included port utilization percentages of women- and minority-owned business enterprises by ethnicity in 2018 and division goals for 2019. Panelist participants commented on the development of the port's communication efforts with minority communities and areas of opportunity for increased diversity in the port's pool of contractors. They made concrete recommendations on factors to consider to promote greater diversity in contracting. Commissioners asked for clarifications and commented on elements of Diversity in Contracting program goals.

The Commission advanced to consideration of –

ITEMS REMOVED from CONSENT

- 6e. Authorization for the Executive Director to execute an amendment substantially in the form attached hereto (Attachment 2) to the lease with ATZ, Inc., for a term of three years and two one-year options, for operation of the parking facility commonly known**

as the Doug Fox Parking Lot located north of South 170th Street and east of the Northern Airport Expressway in the City of SeaTac. *[subsequently laid on the table]*

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

Presenter(s): Al Royal, Aviation Property Manager.

Commissioners asked about terms of the lease amendment and policies affecting competitive bidding. The risks related to negotiating a new lease for the Doug Fox Lot given market conditions and potential site development were discussed. Commissioners commented on concerns about the lease amendment's reduction of minimum annual guaranteed rent over the lease term.

Without objection, further consideration of agenda item 6e was laid on the table.

8. AUTHORIZATIONS and FINAL ACTIONS

- 8a. **Motion 2019-04: A motion of the Port of Seattle Commission adopting the charter of the Workforce Development Special Committee, as attached, to develop information, advice and recommendations to the Port of Seattle Commission on how best to promote women and minority business enterprise growth, small business growth, and workforce development with a focus on increasing workforce training, job, and business opportunities for local communities in trade, travel, and logistics.**

Request document(s) included a draft motion and committee charter. The [adopted motion](#) and [charter](#) are attached.

Presenter(s): Aaron Pritchard, Commission Policy Manager, and LeeAnne Schirato, Commission Specialist.

The motion for adoption of Motion 2019-04 (agenda item 8a) carried by the following vote:

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

Absent for the vote: Gregoire

- 8b. **Authorization for the Executive Director to proceed with: (1) the design development and permitting phase; (2) execute contracts for consultant support in this work; and (3) prepare bid documents for the New Cruise Terminal Project at Terminal 46 for an estimated cost of \$5,600,000, in addition to the previously division-authorized amount of \$150,000. The total estimated project cost to the port is \$100,000,000 (CIP #C800582).**

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

Presenter(s): Stephanie Jones Stebbins, Managing Director Maritime; Michael McLaughlin, Director Cruise Operations; and Fred Chou, Capital Program Leader.

The economic impact and environmental stewardship of Seattle's cruise industry was summarized, and the general plan for use of part of Terminal 46 for a new cruise facility was outlined.

Commissioners commented on the proximity of the site to rail and transit hubs and noted the opportunity provided to connect travelers between the airport and a cruise terminal without introducing additional vehicles to streets in the SODO neighborhood. They inquired about environmental review and permitting for the project. Commissioners noted the need to coordinate closely with the Northwest Seaport Alliance as the managing entity for container activity at Terminal 46. The anticipated timeline for executing an agreement with an investment partner and construction of facilities was summarized.

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. Introduction and public hearing of Resolution No. 3757: A Resolution of the Port of Seattle Commission amending Unit 20 of the Comprehensive Scheme of Harbor Improvements of the Port of Seattle (Lower Duwamish Industrial Development District) by: (i) declaring certain real property surplus and no longer needed for Port district purposes; (ii) deleting said property from Unit 20 of the Comprehensive Scheme; and (iii) authorizing the Executive Director to take all necessary steps and execute all documents for the sale of such real property to West Coast Self-Storage Group, LLC.; amending Resolutions No. 17, 2769, and 2805 of the Port of Seattle Commission.

Request document(s) included an agenda [memorandum](#), [presentation slides](#), draft resolution, [draft agreement](#), and [site map](#). A copy of the final draft of [Resolution 3757](#) will be made available upon adoption.

Presenter(s): Dave McFadden, Managing Director Economic Development and Daniel Alhadeff, Real Estate Development Manager.

PUBLIC HEARING on Resolution 3757

Upon a motion and second for introduction of Resolution 3757, Commissioner Bowman declared the public hearing for the resolution open. An opportunity for public testimony was provided, but there was no public testimony offered at this time.

The history of the parcel, which is 11,579 square feet, was summarized. The lot was described as too small and too distant from other port properties to have strategic value.

Upon conclusion of presentation, comments, and questions on Resolution 3757, the public hearing was closed.

The motion for introduction of Resolution No. 3757 carried by the following vote:

In favor: Bowman, Calkins, Felleman (3)

Absent for the vote: Gregoire; Steinbrueck

8d. Industrial Development Corporation (IDC) – Approval of minutes, designation of officers, and annual report for 2018.

Request document(s) included IDC agenda [memorandums](#) regarding approval of minutes, election of officers, and 2018 annual report. IDC meeting minutes of [March 26, 2019](#), will be made available upon approval.

RECESSED and RECONVENED

The regular meeting of the Port of Seattle Commission recessed at 3:40 p.m. to hold the annual meeting of the Industrial Development Corporation of the Port of Seattle. The regular meeting of the Port of Seattle Commission reconvened at 3:45 p.m., chaired by Commissioner Bowman.

8e. Authorization for the Executive Director to execute an agreement with the Transportation Security Administration (TSA) for two replacement Computer Tomography X-Ray explosive detection machines for the Baggage Optimization Phase 1 construction project, to reimburse TSA or their supplier for up to \$4,000,000 from public expense funds as necessary and to pursue reimbursement from the construction contractors for the cost.

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

Presenter(s): Ralph Graves, Senior Director Capital Development.

Staff explained the water damage to the equipment that resulted in the need for replacement. The Computer Tomography X-Ray (CTX) machines are the property of the Transportation Security Administration, and reimbursement from construction contractors will be pursued.

The motion for approval of agenda item 8e 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 3:50 p.m.

Prepared:

Paul J. White, Commission Clerk

Attest:

Peter Steinbrueck, Commission Secretary

Minutes approved: April 23, 2019.