

**MINUTES  
REGULAR COMMISSION MEETING  
THE PORT OF PORTLAND  
April 12, 2017**

Following due notice to the public, the regular meeting of the Board of Commissioners of the Port of Portland was held at 9:30 a.m. in the Chinook conference room of the Port's administrative offices located at 7200 NE Airport Way.

An audio recording was made of these proceedings. The recording, and the full Commission agenda, is available on the Port's website: [www.portofportland.com](http://www.portofportland.com). The following written minutes constitute a summary of the proceedings.

**QUORUM**

Commissioners present were Jim Carter, President, presiding; Tom Chamberlain; Bob Levy; Pat McDonald, via telephone; Linda Pearce; Tom Tsuruta and Gary Young. Also present were Bill Wyatt, Executive Director, participating staff members and members of the public.

Commissioner Carter noted that Consent Item No. 3, Hillsboro Enterprise Zone Re-Designation, had been pulled from the agenda.

**LEAVE OF ABSENCE**

Commissioner Carter called for a motion to grant a leave of absence to Commissioners Alexander and Cuprill-Comas, who were out of town. Commissioner Chamberlain moved to grant the leave of absence. Commissioner Pearce seconded the motion, which was put to a voice vote. Commissioners Carter, Chamberlain, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

**MINUTES**

Commissioner Carter called for a motion to approve the minutes of the Regular Commission Meeting of March 8, 2017. Commissioner Levy moved to approve the minutes. Commissioner Young seconded the motion, which was put to a voice vote. Commissioners Carter, Chamberlain, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

**EXECUTIVE DIRECTOR'S REPORT**

Bill Wyatt addressed the Commission and audience. He said his formal Executive Director's report is attached to the packet that is sent out with the Commission materials prior to the meeting. He takes advantage of this opportunity to talk about things that have occurred over the course of the last month.

Mr. Wyatt's comments covered the following general topics:

- Noted that we are livestreaming the meeting;
- Recognized the Port's monthly safety champions, provided evacuation instructions in the event of an emergency and asked Stan Watters for this month's safety message;

- The next PDX Community Advisory Committee meeting will be held on April 19;
- The Port just took home the 2017 STAR Award for Citizen Involvement from the Land Conservation and Development Commission, presented for our “excellence in creating and leading” the PDX Community Advisory Committee;
- Alaska Airlines announced nonstop service to Detroit starting August 30 and JFK starting November 6;
- PDX received honors from Airport Revenue News magazine, taking home “Best Management Team” and “Best Overall Program.” Stumptown Coffee took home the prize for “Best Chef-Driven, Local or Regional Restaurant,” as run by LaTrelle’s Management, which also took home “Best Disadvantaged Business Enterprise Operator” honors;
- PDX continues its green airport leadership with a new environmental pilot program, providing real dishes and flatware to those who dine at the food carts in the Oregon Market;
- In preparation for the start of the Concourse E Extension construction project, changes to the routing of the bike path leading to the terminal will take place in early April;
- Governor Kate Brown’s final Oregon Trade and Logistics meeting will be held on April 28 with the Port, Oregon Department of Agriculture, Oregon Department of Transportation and Business Oregon;
- Ken O’Hollaren has been hired as the Port’s new marine marketing director; and
- The last statewide visit will take place in Hillsboro on April 18. The timing works well, as the second planning advisory committee meeting for the Hillsboro Airport Master Plan Update will take place on Thursday, May 4.

Commissioner Tsuruta moved to approve the Executive Director’s Report. Commissioner Young seconded the motion, which was put to a voice vote. Commissioners Carter, Chamberlain, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

Commissioner Carter provided a brief update of the executive director search and noted the three candidates selected by the advisory group to move forward in the process. He thanked the advisory group and Bobbi Stedman for their work.

Bob Sallinger, representing the Audubon Society of Portland, encouraged the Commission to have a set general comment period during the meetings. He said he was disappointed that the public would not have an opportunity to meet with the three candidates for the executive director position, and believes it is not realistic for the public to do their own outreach to get the proper grounding to make informed comments about the candidates. He encouraged the Commission to add this to the mix. Mr. Sallinger also said he was pleased the Port participated in a recent superfund meeting.

Commissioner Carter responded to Mr. Sallinger’s comments.

## **GENERAL DISCUSSION**

### **PDX Workplace Initiative Update**

Chris Czarnecki, Director of PDX Terminal Business and Properties, provided a brief overview of what the PDX Workplace Initiative is, the success of the Concessions Program and what makes it unique, the 2017 PDX concessions RFP evaluation process, and the PDX Quality Employer Plan. He also provided an update of the TriMet Pass Program available to airport workers, the PDX Labor Pool and 2016 concessions transition. Commissioners Carter and Chamberlain asked questions and Mr. Czarnecki responded.

### **Container Market Update**

Keith Leavitt, Chief Commercial Officer, reviewed the layout of Terminal 6 and discussed the business strategy and timeline for developing a sustainable business model for the terminal. Randy Fischer, Maritime Industry Consultant, provided an overview of the container market, including: vessel supply versus demand; per container price for imports; the Far East to North America container service and capacity; container vessel construction and industry consolidation. He also discussed new service configurations for the Pacific Northwest and the Northwest Seaport Alliance and what it means for Portland. Commissioners Chamberlain and Tsuruta asked questions and Mr. Wyatt and Mr. Fischer responded.

## **GENERAL DISCUSSION AND PUBLIC HEARING**

### **Fiscal Year 2017-2018 Proposed Budget, Economic Overview and Capital Plan**

Scott Drumm, Director of Research and Strategic Analysis, provided an economic update. He discussed the state and national trends, international trade and the outlook for our marine, aviation and industrial development business lines.

Suzanne Kenny, Director of Budget and Financial Operations, discussed the Portwide budget assumptions, reviewed the total Port operating revenues and expenses and provided a budget summary for aviation, marine and industrial development.

Lauri L'Amoreaux, Director of the Project Portfolio Office, presented an overview of the Port's capital planning process, including the approval process and project prioritization and ranking. She also reviewed the active projects and those in the pipeline.

### **Public Hearing – Proposed Budget for Fiscal Year 2017-2018**

Commissioner Carter opened a public hearing for the purpose of taking testimony on the Port's Proposed Budget for Fiscal Year 2017-2018.

There was no public testimony pertaining to the Port's Fiscal Year 2017-2018 budget.

## **CONSENT AGENDA**

No presentations were made for the following agenda items, which were brought before the Commission as the Consent Agenda.

Agenda Item No. 1

PORT OF PORTLAND FIRE DEPARTMENT CIVIL SERVICE COMMISSION APPOINTMENT – PORTLAND INTERNATIONAL AIRPORT

BE IT RESOLVED, That approval is given to appoint Chris Corich to a four-year term as Port of Portland Fire Department Civil Service Commissioner, in accordance with Port of Portland Ordinance 425; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

Agenda Item No. 2

APPOINTMENT AND DESIGNATION OF ASSISTANT TREASURERS

BE IT RESOLVED, That effective April 12, 2017, Bill Wyatt, Cynthia A. Nichol, Robert A. Burket, Lisa K. Fedeli, Suzanne Kenny and Edward K. McDonald are designated Assistant Treasurers of the Port of Portland Commission and shall perform such functions and duties as the Commission shall authorize from time to time; and

BE IT FURTHER RESOLVED, That all previous Assistant Treasurer designations be rescinded.

Agenda Item No. 4

SERVICE CONTRACT – WASTE HAULING, RECYCLING SERVICES AND MEDICAL WASTE DISPOSAL – PORT OF PORTLAND FACILITIES

BE IT RESOLVED, That approval is given to award a service contract for waste hauling, recycling services and medical waste disposal for Port of Portland facilities to Gresham Sanitary Service, Inc.; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

Following the reading of the titles of the Consent Agenda by Commissioner Carter, Commissioner Tsuruta moved that the Executive Director’s recommendations be approved. Commissioner Levy seconded the motion, which was put to a voice vote. Commissioners Carter, Chamberlain, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

**ACTION ITEMS**

Agenda Item No. 5

PROCUREMENT CONTRACT – HYDRAULIC MARINE CRANES – NAVIGATION

This agenda item requested approval to award a procurement contract to North American Lifting Equipment, LLC, for the purchase of two hydraulic marine cranes for the Port of Portland Navigation Division, in the amount of \$611,880.

Tom Peterson presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to award a procurement contract for two hydraulic marine cranes to North American Lifting Equipment, LLC, in accordance with its bid; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

Commissioner Carter called for a motion to approve the Executive Director’s recommendations. Commissioner Young moved that the Executive Director’s recommendations be approved. Commissioner Levy seconded the motion, which was put to a voice vote. Commissioners Carter, Chamberlain, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

Agenda Item No. 6

PUBLIC IMPROVEMENT CONTRACT – LOTS 4 AND 5 GRADING – TROUTDALE REYNOLDS INDUSTRIAL PARK

This agenda item requested approval to award a public improvement contract to Westech Construction, Inc., for site grading and related work supporting development of Lots 4 and 5 at Troutdale Reynolds Industrial Park in the amount of \$1,041,238.50.

Robin McCaffrey presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to award a public improvement contract to Westech Construction, Inc., for site grading and related work supporting development of Lots 4 and 5 at Troutdale Reynolds Industrial Park, in accordance with its bid; and

BE IT FURTHER RESOLVED, That the Executive Director or his designee is authorized to execute the necessary documents on behalf of the Port of Portland Commission in a form approved by counsel.

Commissioner Carter called for a motion to approve the Executive Director’s recommendations. Commissioner Pearce moved that the Executive Director’s recommendations be approved. Commissioner Levy seconded the motion, which was put to a voice vote. Commissioners Carter, Chamberlain, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

The meeting adjourned at 11:30 a.m.

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President

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Assistant Secretary

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Date Signed

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