



AGENDA
Regular Commission Meeting
Port of Portland Headquarters
7200 N.E. Airport Way, 8th Floor
July 10, 2013
9:30 a.m.

Minutes

Approval of Minutes: Regular Commission Meeting – June 12, 2013
Approval of Minutes: Special Commission Meeting – June 21, 2013

Executive Director

Approval of Executive Director's Report – June 2013

Consent Items

1. EASEMENT SALE – APPROXIMATELY 1.41 ACRES – PORTLAND INTERNATIONAL AIRPORT *MARK WITSOE*

Requests approval to grant an easement to Metro for the further development of the 40 Mile Loop multi-use trail near the Portland International Airport.

Action Items

2. GROUND LEASE – APPROXIMATELY 26.4 ACRES WITH OPTION ON APPROXIMATELY 17.17 ACRES – PORTLAND INTERNATIONAL CENTER *TERESA CARR*

Requests approval to lease approximately 26.4 acres of land and to grant an option on approximately 17.17 acres of land in Portland International Center to PDX Logistics I, LLC.

3. COLLECTIVE BARGAINING AGREEMENT – PARKING CONTROL REPRESENTATIVES – PORTLAND INTERNATIONAL AIRPORT *BLAISE LAMPHIER*

Requests the approval of a two-year collective bargaining agreement between the Port of Portland and the American Federation of State, County and Municipal Employees, Local 3220, representing the Parking Control Representatives at Portland International Airport.

4. COLLECTIVE BARGAINING AGREEMENT – AVIATION MAINTENANCE *BLAISE LAMPHIER*

Requests the approval of a four-year collective bargaining agreement between the Port of Portland and the District Council of Trade Unions.

5. PUBLIC IMPROVEMENT CONTRACT – CENTRAL UTILITY PLANT SWITCH GEAR UPGRADE – PORTLAND INTERNATIONAL AIRPORT *JIM MCGINNIS*

Requests approval to award a public improvement contract to Electric Construction Company for the Central Utility Plant Switch Gear Upgrade project at Portland International Airport.

6. PUBLIC IMPROVEMENT CONTRACT – ENTRANCE ROAD REHABILITATION – TERMINAL 4 *DAVE DITTMER*

Requests approval to award a public improvement contract to Nutter Corporation for the Entrance Road Rehabilitation project at Terminal 4.

7. LEASE AMENDMENT – KINDER MORGAN DOME AND RAIL SCALE PROJECTS – TERMINAL 4 *DAN PIPPENGER
DEBRA CRAWFORD*

Requests approval to enter into a First Amendment to the 2012 Amended and Restated Ground Lease with Kinder Morgan Operating L.P. "C" for expansion of the current leasehold at Marine Terminal 4.

EASEMENT SALE – APPROXIMATELY 1.41 ACRES – PORTLAND INTERNATIONAL AIRPORT

July 10, 2013

Presented by: Mark Witsoe
Aviation Business Development
Manager

REQUESTED COMMISSION ACTION

This agenda item requests approval to grant an easement to Metro for the further development of the 40 Mile Loop multi-use trail near the Portland International Airport (PDX).

BACKGROUND

The Port of Portland (Port) acquired certain residential and undeveloped parcels along Marine Drive east of PDX in the 1970s to support planned runway development on Government Island. The airport master plan no longer includes a runway on Government Island, eliminating the requirement to have a significant vacant buffer on the south bank of the Columbia River. The seven Port properties included in the transaction are described as tax lots in Township 1 North, Range 2 East of the Willamette Meridian including: Parcel 100 of Section 15AC, Parcel 100 of Section 15D, and Parcels 400, 500, 600, 700 and 800 of Section 14CB.



Metro has been working on a multi-year project to build the network of bicycle trails across the region for recreation and alternative transportation known as the "40 Mile Loop." During this process, Metro identified certain incomplete areas of the trail east of PDX as the "I-205 Bridge Gap." Metro offered to purchase an easement across the seven Port-owned parcels described above to close this gap. In return for granting this easement, the Port shall receive fair market value for the easement, while also supporting enhanced bicycle access to PDX.

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BUSINESS TERMS

The 25-foot wide easement is approximately 61,502 square feet (1.41 acres). The appraised value and sale price of the easement area is \$145,500 (\$2.37/sf). Metro intends to construct the multi-purpose trail improvements and subsequently assign the easement to the City of Portland for management and maintenance.

No brokerage commission is payable as a part of this sale transaction.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is granted to sell a 1.41-acre easement to Metro for the development of a multi-purpose trail on the south bank of the Columbia River, consistent with the terms presented to the Commission; 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.

GROUND LEASE – APPROXIMATELY 26.4 ACRES WITH OPTION ON APPROXIMATELY 17.17 ACRES – PORTLAND INTERNATIONAL CENTER

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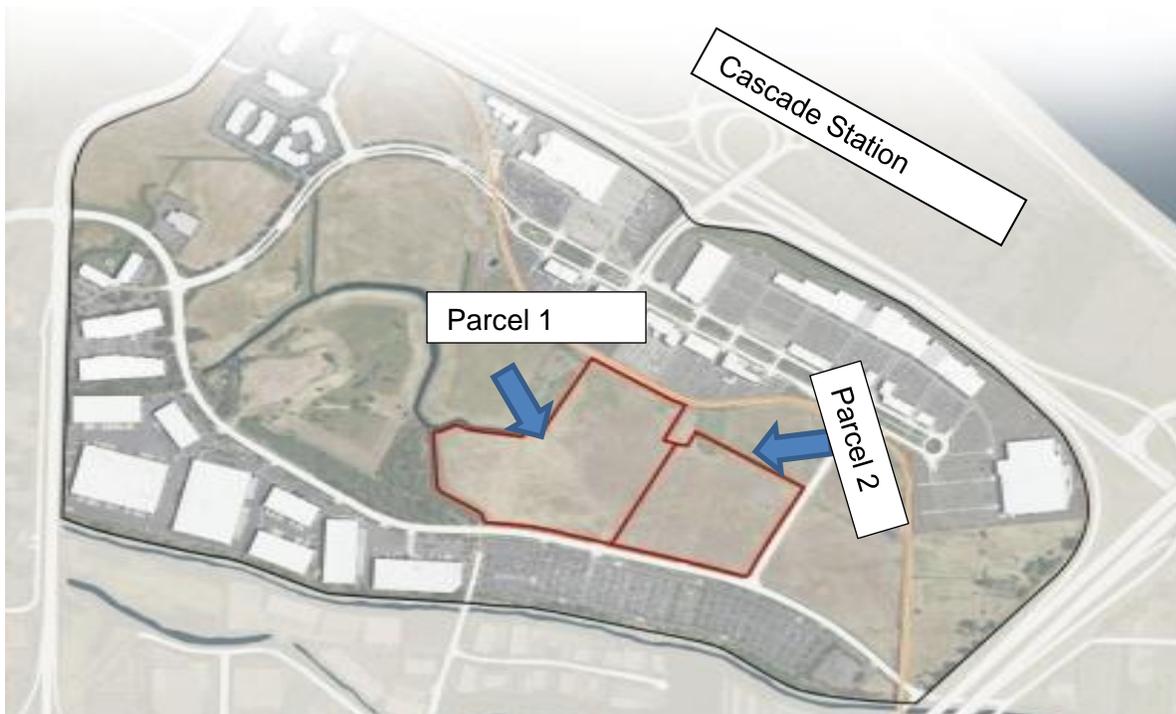
Presented by: Teresa Carr
Business Development Manager

REQUESTED COMMISSION ACTION

This agenda item requests approval to lease approximately 26.4 acres of land and to grant an option on approximately 17.17 acres of land in Portland International Center (PIC) to PDX Logistics I, LLC (Lessee), a Delaware limited liability company. PDX Logistics I, LLC, will develop multi-tenant warehouses and distribution facilities, consisting of potentially three or four separate buildings, totaling approximately 850,000 square feet in two phases.

PDX Logistics I, LLC's, members are PCCP, LLC, a real estate finance and investment management firm, and Capstone Partners, LLC, a local development company. The properties are located adjacent to Alderwood Road and Mt. St. Helens Road.

BACKGROUND



GROUND LEASE – APPROXIMATELY 26.4 ACRES WITH OPTION ON APPROXIMATELY 17.17 ACRES – PORTLAND INTERNATIONAL CENTER

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PIC is a 453-acre development that began in the 1980s as a partnership between the Port of Portland (Port) and the City of Portland to create a mixed-use employment center near the airport. The City Plan District includes two subdistricts (A and B) offering a mix of commercial development uses. Subdistrict A is known as Cascade Station and is nearly built out with retail, hotel and office uses, including direct MAX light rail access. Subdistrict B is also largely built out with industrial tenants along Alderwood Road including Coffee Bean International, Ceva Logistics, Nippon Express and IKEA's pickup center.

Capstone Partners is an experienced developer and has partnered with the Port on two major, multi-tenant industrial projects in Rivergate. PCCP has invested more than \$7 billion in U.S. properties and is comprised of institutional investors. PDX Logistics I, LLC, plans a speculative development at PIC. Parcels 1 and 2, which total approximately 44 acres, are to be constructed in two phases. Construction for Phase I is expected to start in August 2013. Phase I on Parcel 1 consists of two buildings totaling 491,200 square feet of state-of-the-art industrial space. Phase II construction is planned within three years and may consist of one or two buildings of approximately 350,000 square feet total. PDX Logistics I, LLC, will market the speculative buildings for logistics, distribution and air cargo tenants.

BUSINESS TERMS

Phase I Lease

Lease Premises: Parcel 1 – Approximately 26.4 acres, 24.43 net useable acres

Term: 50-year term

Rent: Pre-paid rent is based on fair market value of \$6.00 per square foot and paid in two installments. The first installment in the amount of \$1,867,168 is due October 1, 2013; the second installment in the amount of \$4,788,383 is due October 1, 2014. Total pre-paid rent is \$6,655,551.

Contingencies: PDX Logistics I, LLC, to obtain necessary City of Portland permits, construction loan financing and Federal Aviation Administration 7460 concurrence. The Port is obligated to obtain permits to fill existing wetlands, including any required mitigation. There are no anticipated issues with any of the contingencies at this time.

Option for Phase II

Option Premises: Parcel 2 – Approximately 17.17 acres

Option Term: 3 years

GROUND LEASE – APPROXIMATELY 26.4 ACRES WITH OPTION ON APPROXIMATELY
17.17 ACRES – PORTLAND INTERNATIONAL CENTER

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Option Fee: If Lessee has not exercised the option prior to October 1, 2014, an option fee of \$417,781 will be due. Option fee will be forfeited if development does not occur within three years. If development does occur, payment will be applied to lease rent.

Rent: If Lessee exercises option and enters into a lease within two years, the prepaid rent will be based on \$6.50 per square foot. If Lessee exercises option and enters into the lease after two years, the prepaid rent is based on an effective lease rate of \$6.70 per square foot.

No real estate brokerage commission is payable as a result of this transaction.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to enter into a ground lease for approximately 26.27 acres at Portland International Center and to enter into an option agreement for approximately 17.17 acres to PDX Logistics I, LLC, for development of a logistics facility, consistent with the terms presented to the Commission; 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.

**COLLECTIVE BARGAINING AGREEMENT – PARKING CONTROL REPRESENTATIVES –
PORTLAND INTERNATIONAL AIRPORT**

July 10, 2013

Presented by: Blaise Lamphier
Labor Relations Manager**REQUESTED COMMISSION ACTION**

This agenda item requests the approval of a two-year collective bargaining agreement between the Port of Portland (Port) and the American Federation of State, County and Municipal Employees, Local 3220 (Union), representing the nine employees who are Parking Control Representatives at Portland International Airport (PDX).

BACKGROUND

On June 11, 2013, the Port and the Union reached a tentative agreement on a successor to the collective bargaining agreement scheduled to expire on June 30, 2013. On June 14, 2013, the Union's membership ratified the tentative agreement, which included the following changes in terms and conditions:

Term of Agreement: July 1, 2013, through June 30, 2015.

Wages: Effective July 1, 2013, a 2.0-percent increase in base wages.

Effective July 1, 2014, an increase in base wages based on the Consumer Price Index for Urban Wage Earners, Portland 2nd Half (reported in February 2014), with a minimum increase of 1.5 percent and a maximum increase of 3.5 percent.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to enter in a collective bargaining agreement with the American Federation of State, County and Municipal Employees, Local 3220, at Portland International Airport, for a two-year agreement, retroactive to July 1, 2013, setting forth wages, fringe benefits and working conditions, consistent with the terms presented to the Port of Portland Commission; 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.

COLLECTIVE BARGAINING AGREEMENT – AVIATION MAINTENANCE

July 10, 2013

Presented by: Blaise Lamphier
Labor Relations Manager**REQUESTED COMMISSION ACTION**

This agenda item requests the approval of a four-year collective bargaining agreement between the Port of Portland (Port) and the District Council of Trade Unions (Unions), comprised of the Laborers International Union of North America (LiUNA), Local 483 and the International Brotherhood of Electrical Workers (IBEW), Local 48. The Unions represent 91 employees who perform maintenance work at the Portland International, Hillsboro and Troutdale Airports.

BACKGROUND

In January 2013, the Port and the Unions began negotiations on a successor collective bargaining agreement to the 2011-2013 agreement that was scheduled to expire June 30, 2013. On June 12, 2013, the Port and the Unions reached a tentative agreement on a successor agreement, and on June 14, 2013, the Unions' members ratified the tentative agreement, which included the following changes in terms and conditions:

Term of Agreement: July 1, 2013, through June 30, 2017.

Wages: Effective July 1, 2013, a 2.0-percent increase in base wages.

Effective January 1, 2014, a 1.2-percent increase in base wages for the following classifications:

- Electrician
- Electrician/HVAC
- Electrician/Revenue Control
- Baggage Handling System Technician II

Effective July 1, 2014, an increase in base wages based on the Consumer Price Index for Urban Wage Earners (CPI-W), Portland 2nd Half (reported in February 2014), with a minimum increase of 1.0 percent and a maximum increase of 3.0 percent.

Effective July 1, 2015, an increase in base wages based on the CPI-W, Portland 2nd Half (reported in February 2015), with a minimum increase of 1.5 percent and a maximum increase of 3.5 percent.

Effective January 1, 2016, an increase in base wages of 1.2 percent for the following classifications:

COLLECTIVE BARGAINING AGREEMENT – AVIATION MAINTENANCE

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- Electrician
- Electrician/HVAC
- Electrician/Revenue Control
- Baggage Handling System Technician II

Effective July 1, 2016, an increase in base wages based on the CPI-W, Portland 2nd Half (reported in February 2016), with a minimum increase of 1.5 percent and a maximum increase of 3.5 percent.

Shift Differentials: 2nd Shift premium increase from \$1.50 to \$1.75 for employees working five, 8-hour shifts.

3rd Shift premium increase from \$2.00 to \$2.25.

Temporary Leads: Increase from \$0.75 to \$1.00 per hour above highest level classification supervised when assigned for 10 days or less.

Overtime: The threshold at which double time becomes effective in a pay period is increased from 8 hours to 12 hours.

Sick Leave: Effective the first of the month following Commission approval, all employees whose last date of hire is on or after July 10, 2013, will not receive any payment of their accumulated sick leave upon termination or retirement.

Grievances: The cost of arbitrator's fees is borne by the losing party.

Miscellaneous: Sick Leave Usage language streamlined and Bereavement Leave language revised for consistency purposes. Various other housekeeping changes were also made.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to enter in a collective bargaining agreement with the District Council of Trade Unions, comprised of LiUNA Local 483 and IBEW Local 48, for a four-year agreement, retroactive to July 1, 2013, setting forth wages, fringe benefits and working conditions, consistent with the terms presented to the Port of Portland Commission; 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.

PUBLIC IMPROVEMENT CONTRACT – CENTRAL UTILITY PLANT – 15KV SWITCH GEAR UPGRADE – PORTLAND INTERNATIONAL AIRPORT

July 10, 2013

Presented by: Jim McGinnis
Project Manager

REQUESTED COMMISSION ACTION

This agenda item requests approval to award a public improvement contract to Electric Construction Company for the Central Utility Plant (CUP) Switch Gear Upgrade project at Portland International Airport (PDX) for a contract value of \$1,901,901.90.

BACKGROUND

The CUP supplies electrical power to PDX including the airfield, terminal and the Port of Portland (Port) headquarters office. Large switches (switch gear) are used to transfer the electrical power from different electrical utility sources to the electrical distribution system. The existing switch gear was installed in 1973 and has reached the end of its useful life. Failure of the switch gear could disrupt electrical service to the airport and terminal. The new switch gear will simplify the electrical distribution system and provide safer and more modern equipment for this critical system.

This project was approved by the Airport Airline Affairs Committee in February 2013.



PUBLIC IMPROVEMENT CONTRACT – CENTRAL UTILITY PLANT – 15KV SWITCH GEAR
UPGRADE – PORTLAND INTERNATIONAL AIRPORT

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SCOPE

- Remove old electrical switch gear
- Install new switch gear
- Install new transformers

SCHEDULE

Design	Dec. 2012 – Feb. 2013
Advertisement for Bid	May 2013 – June 2013
Commission Action	July 10, 2013
Construction	August 2013 – May 2014

PROJECT BID RESULTS

The Port procured this public improvement contract utilizing a competitive sealed bidding solicitation under ORS Chapter 279C. The solicitation was advertised in June 2013 and bids were received on June 26, 2013. Electric Construction Company submitted the lowest responsive bid. The bids were as follows:

Dynalectric	*\$1,820,243.00
Oregon Electric Group	*\$1,866,738.00
Electric Construction Company	\$1,901,901.90
Engineer's Estimate	\$1,880,315.00

*Non-responsive bid.

PROJECT RISKS

Risk: Utility power interruption during switch gear replacement

Mitigation Strategy:

- Monitor existing system to ensure availability of alternate source feeding the airport.
- Schedule work activities around peak travel periods and moderate weather conditions.
- Develop a coordinated switching plan to properly manage the switching process.

PUBLIC IMPROVEMENT CONTRACT – CENTRAL UTILITY PLANT – 15KV SWITCH GEAR
UPGRADE – PORTLAND INTERNATIONAL AIRPORT

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BUDGET

Contract	\$1,901,901.90
Port Staff/Contracted Services	\$380,000.00
Contingency	\$250,000.00
<hr/> Total Project	<hr/> \$2,501,901.90

The contingency, representing 10 percent of the project budget, is considered reasonable given the nature of the work and the risk profile for the project.

The project cost will be shared between the Airline Cost Center and the Port Cost Center, according to the PDX Airline Agreement.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to award a public improvement contract for the Central Utility Plant 15kV Switch Gear Upgrade project at Portland International Airport to Electric Construction Company, 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.

PUBLIC IMPROVEMENT CONTRACT – ENTRANCE ROAD REHABILITATION – TERMINAL 4

July 10, 2013

Presented by: Dave Dittmer
Engineering Project Manager

REQUESTED COMMISSION ACTION

This agenda item requests approval to award a public improvement contract to Nutter Corporation for the Entrance Road Rehabilitation project at Terminal 4 (T4) for a contract value of \$878,160.22.

BACKGROUND

The T4 entrance road dates back to the early 1900s. It was re-constructed in 1979 and repaired in 1992. It is the primary entrance and exit for all tenant employees and operational truck traffic. The project area consists of two and three lanes that accommodate flow around the security gate, and is approximately 850 feet in length.



Much of the pavement has extensive longitudinal and transverse cracks. Marine maintenance has performed extensive patching and sealing over the past few years but this approach is no longer sustainable or economically justifiable. The pavement has reached the end of its useful life and needs to be replaced.



SCOPE

- Full depth reconstruction of about 4,800 square yards of the pavement. The new section will be a Portland cement concrete pavement which was determined to be the optimal life cycle cost material during the preliminary design phase.
- Installation of electrical loops and conduits for security gate controls.
- Pavement markings.
- Storm water infiltration swales, ponds and landscaping.
- New rail crossing panels to remove the unsafe rubber panel crossing currently installed.

SCHEDULE

Design	March 2013 – May 2013
Advertisement for Bid	June 2013
Commission Action	July 10, 2013
Construction	August 2013 – October 2013

PROJECT BID RESULTS

The Port of Portland (Port) procured this public improvement contract utilizing a competitive sealed bidding solicitation under ORS Chapter 279C. The solicitation was advertised on May 29, 2013, and bids were received on June 25, 2013. Nutter Corporation submitted the lowest responsive bid. The bids were as follows:

Nutter Corporation	\$878,160.22
Kodiak Pacific Construction	\$898,898.00
MJ Hughes Construction	*\$954,811.50
Coffman Excavation	\$963,620.75
Westech Construction, Inc.	\$974,842.00
Kerr Contractors Oregon, Inc.	\$988,238.50
Brown Contracting, Inc.	\$1,039,307.00
Thompson Bros. Excavating, Inc.	\$1,068,942.50
Olivas Valdez, Inc.	\$1,096,034.00
Engineer's Estimate	\$839,397.50

*Corrected bid total.

PROJECT RISKS

Risk: Weather

Mitigation Strategy:

- Additional base rock is included in the design to accommodate wet weather.
- An accelerated work phasing plan was designed to minimize the construction timeframes.

Risk: Unforeseen conditions. The site is located on a major utility corridor and the site has an extensive history.

Mitigation Strategy:

- Additional time was spent verifying utilities and underground assets.

BUDGET

Contract	\$878,160.22
Port Staff/Contracted Services	\$390,000.00
Contingency	\$129,000.00
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Total Project	\$1,397,160.22

The contingency, representing 9.23 percent of the project budget, is considered reasonable given the nature of the work and the risk profile for the project. The design team has performed extensive investigative work during both preliminary and final design to keep risk and contingency minimized.

The project will be funded by General Fund capital.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to award a public improvement contract for the Entrance Road Rehabilitation project at Terminal 4 to Nutter Corporation, 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.

LEASE AMENDMENT – KINDER MORGAN DOME AND RAIL SCALE PROJECTS –
TERMINAL 4

July 10, 2013

Presented by: Dan Pippenger
General Manager
Marine Operations

Debra Crawford
Property Manager

REQUESTED COMMISSION ACTION

This agenda item requests approval to enter into a First Amendment to the 2012 Amended and Restated Ground Lease (Amended Lease) with Kinder Morgan Operating L.P. "C" (Kinder Morgan) for expansion of the current 7.67 acres leasehold adjacent to Berth 410/411 at the Port of Portland's (Port) Terminal 4.

BACKGROUND



The Kinder Morgan premises at Terminal 4, adjacent to Berths 410 and 411, include rails, buildings and cargo handling equipment used in the handling and loading of soda ash. The Amended Lease was executed in April 2012 and will expire in December 2022, with two, 5-year options to extend until December 2032. To gain efficiencies in its ship loading operations, Kinder Morgan replaced the existing ship loader with a new loader in April 2013.

To verify accurate railcar loading volumes, Kinder Morgan has requested to construct a railcar scale on Track 403 within the Port's rail yard, adjacent to the lease premises. The rail scale area would be added to the Kinder Morgan leasehold and the Port would retain rights to use the rail scale when needed.

In addition, in order to expand existing storage capacity to meet customer demand, Kinder Morgan plans to build a new storage dome with a 60,000-metric-ton capacity, to be located within an adjacent area currently occupied by the Port's Warehouse No. 4. Construction costs are estimated at \$20,000,000. Construction of the storage dome will require demolition of Warehouse No. 4 by Kinder Morgan, at its expense, and the expansion of the leased premises to include the new storage dome area.

Due to the removal of the Port's Warehouse No. 4, Kinder Morgan also desires to lease warehouse and yard storage space in the Port's Building 521.

SCOPE

The First Amendment will include provisions to update the leasehold premises description and exhibits to incorporate the newly completed ship loader, demolition of Warehouse No. 4, construction of a new Storage Dome and Rail Scale, addition of storage space in the Port's Building 521 and the addition of other provisions related to the expansion projects and lease premises used by Kinder Morgan. To replace space currently leased in Warehouse No. 4, Kinder Morgan would lease approximately 9,800 square feet of storage space within the Port's Building 521, and would install additional fencing and an access driveway adjacent to Building 521, both at Kinder Morgan's expense. The Port will retain use of the rail track adjacent to Building 521 and use of maintenance equipment storage areas in an adjacent portion of Building 521.

LEASE AMENDMENT DETAILS

- Under the First Amendment, the leased area will increase from 7.67 acres to approximately 9.73 acres.
- Kinder Morgan will pay Annual Rent for the leased premises, other than Building 521, in the amount of \$1,527,683.16, and rent for the leased portion of Building 521 in the amount of \$38,817.72 per year, which reflects a total annual increase in rent paid of \$121,253.04.
- Basic Rent under the Amended Lease will continue to increase by 1.5 percent annually, and during any exercised extension option will increase annually based on the Consumer Price Index.
- In addition to Annual Rent, the Port will continue to collect "dockage" revenue assessed on a per-ship basis via the Port tariff.

SCHEDULE

Kinder Morgan desires to commence the demolition of Warehouse No. 4 beginning next month, and expects to complete the Storage Dome Project within 24 months of the start of construction. Kinder Morgan anticipates the rail scale to be installed by the end of December 2014.

EXECUTIVE DIRECTOR'S RECOMMENDATION

The Executive Director recommends that the following resolutions be adopted:

BE IT RESOLVED, That approval is given to enter into a First Amendment to the 2012 Amended and Restated Ground Lease with Kinder Morgan Operating L.P. "C" at Port of Portland's Terminal 4, consistent with the terms presented to the Commission; 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.