

**MINUTES
REGULAR COMMISSION MEETING
THE PORT OF PORTLAND
May 10, 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. The following written minutes constitute a summary of the proceedings.

QUORUM

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

MINUTES

Commissioner Carter called for a motion to approve the minutes of the Regular Commission Meeting of April 12, 2017. Commissioner Chamberlain moved to approve the minutes. Commissioner Young seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, McDonald, Pearce, Tsuruta and Young voted in favor of the motion. Commissioner Levy was not present for the vote.

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 the meeting is being livestreamed;
- 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 Port, in partnership with Business Oregon, hosted a trade and logistics stakeholders meeting in Aurora, Oregon on April 28;
- The second planning advisory committee meeting for the Hillsboro Airport Master Plan update occurred on May 4;
- On May 9, Port staff presented an overview of Airport Futures to the City of Portland Planning and Sustainability Commission;

- The official kick-off to International Trade Week in Oregon begins with the Oregon Consular Corps event, Celebrate Trade, scheduled for Monday May 15;
- Tender Loving Empire is now open at PDX on Concourse D;
- Delta Air Lines' new nonstop flight to London launches May 26; and
- The PDX Triennial Emergency Exercise is scheduled for Tuesday, May 23.

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

GENERAL DISCUSSION

Portland International Airport Community Advisory Committee (CAC) Annual Report

Jeff Owen, CAC Chair, provided an overview of the committee's mission, key accomplishments and activities during 2016.

CONSENT AGENDA

No presentation was made for the following agenda item, which was brought before the Commission as the Consent Agenda.

Agenda Item No. 1

HILLSBORO ENTERPRISE ZONE RE-DESIGNATION

BE IT RESOLVED, That the Port of Portland Commission consents to a request by the City of Hillsboro to the re-designation of the Hillsboro Enterprise Zone, located within the Port of Portland district boundaries; 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 title of the Consent Agenda by Commissioner Carter, Commissioner Tsuruta moved that the Executive Director's recommendations be approved. Commissioner Alexander seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

ACTION ITEMS

Agenda Item No. 2

APPROVAL OF ADVISORY GROUP RECOMMENDATION OF FINALISTS TO THE COMMISSION FOR THE ROLE OF EXECUTIVE DIRECTOR

This agenda item requested approval of the recommendation of the Advisory Group to the Port of Portland (Port) Commission (described in the procedures, standards, criteria and policy

directives for hiring the Port of Portland's Executive Director approved by the Commission in January 2017 [the "Hiring Plan"] regarding finalists for the role of Executive Director.

Bob Sallinger, Conservation Director of the Audubon Society of Portland, said he was disappointed that the public did not have an opportunity to interview the candidates and that the public comment was not included in the Commission packet. He noted that the Audubon Society and Willamette Riverkeeper conducted their own interviews of the candidates via Skype. Mr. Sallinger said he thought the process was hostile and sends the message that public participation is unwelcome. Commissioner Carter responded to Mr. Sallinger's comments.

Jeff Chatteron, UniteHere Shop Steward, discussed the benefits of being a union member and the employment uncertainty airport workers face with the upcoming Concessions RFP.

Jim Carter recommended that the following resolution be adopted:

BE IT RESOLVED, That the Port of Portland Commission hereby approves the following finalists for the role of Executive Director as recommended by the Advisory Group described in the Hiring Plan: Jonathan Daniels, Stephanie Dawson and Curtis Robinhold.

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

Agenda Item No. 3

PORT OF PORTLAND FISCAL YEAR 2017-2018 BUDGET APPROVAL

This agenda item requested that the Commission, acting as the Port of Portland's Budget Committee, approve the Port's Fiscal Year 2017-2018 Budget and authorize its submittal to the Multnomah County Tax Supervising and Conservation Commission for its public hearing on June 14, 2017.

Suzanne Kenny presented the Executive Director's recommendations as follows:

BE IT RESOLVED, That the Port of Portland's Budget document for Fiscal Year 2017-2018 as presented to the Port of Portland Commission is approved; and

BE IT FURTHER RESOLVED, That the maximum tax levy for the Bond Construction Fund of the Port of Portland be set at a rate of \$0.0701 per thousand dollars of assessed value, such rate subject to the local government limitation; and

BE IT FURTHER RESOLVED, That the Budget Officer is directed to submit the Budget document to the Tax Supervising and Conservation Commission for a public hearing and for orders, recommendations or objections as provided by law.

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 Chamberlain seconded the motion, which was put to a voice vote. Commissioners

Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

Agenda Item No. 4

PERSONAL SERVICES CONTRACT – ANNUAL AUDIT SERVICES

This agenda item requested approval to enter into a five-year personal services contract with Moss Adams LLP to conduct a required independent audit of the Port of Portland’s (Port) financial records for each Port Fiscal Year from 2017 through 2021.

Bob Burket presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to enter into a personal services contract with Moss Adams LLP for annual audit services, 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.

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

Agenda Item No. 5

EQUIPMENT PROCUREMENT CONTRACT – STEEL DREDGE DISCHARGE PIPE – NAVIGATION

This agenda item requested approval to award an equipment procurement contract to Thompson Metal Fab for the fabrication and delivery of 2,640 lineal feet of 30-inch-diameter steel dredge discharge pipe for the Port of Portland Navigation Division, in the amount of \$885,200.

Tanya Starr presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to award an equipment procurement contract for the fabrication and delivery of steel dredge discharge pipe to Thompson Metal Fab, 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 Tsuruta moved that the Executive Director’s recommendations be approved. Commissioner Chamberlain seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

Agenda Item No. 6

PUBLIC IMPROVEMENT CONTRACT – BASIN 7 STORMWATER TREATMENT FACILITY – PORTLAND INTERNATIONAL AIRPORT

This agenda item requested approval to award a public improvement contract to Goodfellow Bros., Inc., for the Basin 7 Stormwater Treatment Facility project at Portland International Airport, in the amount of \$2,080,880.

Chris Edwards presented the Executive Director's recommendations as follows:

BE IT RESOLVED, That approval is given to award a public improvement contract for the Basin 7 Stormwater Treatment Facility project at Portland International Airport to Goodfellow Bros., Inc., 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 Levy moved that the Executive Director's recommendations be approved. Commissioner Chamberlain seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

Agenda Item No. 7

EXEMPTION FROM COMPETITIVE BIDDING FOR PUBLIC IMPROVEMENT CONTRACT – SHORT-TERM PARKING GARAGE AUTOMATIC PARKING GUIDANCE SYSTEM REPLACEMENT – PORTLAND INTERNATIONAL AIRPORT

This agenda item requested an exemption from competitive bidding, enabling the Port of Portland to use a competitive, qualifications-based request for proposals process to procure the public improvement contract for design and construction of the short-term garage Automatic Parking Guidance System replacement at Portland International Airport.

Alan Dakessian presented the Executive Director's recommendations as follows:

BE IT RESOLVED, That the Port of Portland Commission, in its capacity as the Port of Portland Contract Review Board, approves the findings set forth in the attached Exhibit A, "Findings in Support of an Exemption from Competitive Bidding: PDX – P1 Automatic Parking Guidance System Replacement," dated May 10, 2017; and

BE IT FURTHER RESOLVED, That the Port of Portland Commission, in its capacity as the Port of Portland Contract Review Board, specifically exempts from competitive bidding the public improvement contract for the PDX – P1 Automatic Parking Guidance System Replacement project, consistent with the terms presented to the Commission.

Commissioner Carter recessed the Port of Portland Board of Commissioners and called to order the Port of Portland Contract Review Board.

Commissioner Carter called for a motion and second for approval of the findings in support of the exemption and approval to exempt from competitive bidding the public improvement contract for the PDX – P1 Automatic Parking Guidance System Replacement project. Commissioner Young moved to approve the findings and the exemption. Commissioner Chamberlain seconded the motion, which was put to a voice vote. Commissioners Alexander, Carter, Chamberlain, Cuprill-Comas, Levy, McDonald, Pearce, Tsuruta and Young voted in favor of the motion.

The meeting adjourned at 10:42 a.m.

President

Assistant Secretary

Date Signed