

**MINUTES  
REGULAR COMMISSION MEETING  
THE PORT OF PORTLAND  
September 14, 2016**

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; Michael 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 August 10, 2016. 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:

- Recognized the Port's monthly safety champions, provided evacuation instructions in the event of an emergency and asked Curtis Robinhold for this month's safety message;
- Port submitted comments to the U.S. Environmental Protection Agency about the Proposed Plan for the Portland Harbor Superfund site;
- PDX received more awards, including the Air Line Pilots Association Airport of the Year award and three from TripAdvisor for best shopping, dining and overall large U.S. airport;
- The Port and our tenant, Auto Warehousing Co., were awarded a *ConnectOregon* grant of \$2.6 million from the Oregon Department of Transportation;
- As part of the 125th anniversary events, the Port has been conducting statewide visits and recently hosted a reception in Bend;

- Recently finalized a first-in-the-nation letter of credit with Industrial and Commercial Bank of China Limited that will support \$82 million in variable rate debt at PDX and save the Port \$200,000 per year;
- New PenAir service to Klamath Falls starts on October 5;
- PDX Runway Run takes place on September 24;
- In late September or early October, NE Cornfoot Road near the intersection of NE Alderwood Road will close to motorized traffic for 45 days to allow for the construction of a new stormwater pipe to prevent flooding at the airport and nearby properties;
- A private landholder is installing a new fence at West Hayden Island, which will cut down on illegal camping but will also block access to the public beach; and
- Hanjin recently entered into bankruptcy in Korea; there is speculation that Hanjin had as many as 500,000 containers in transit around the world, contents of which include perishable products and Christmas gifts.

Commissioner Carter called for a motion to approve the Executive Director’s Report. Commissioner Chamberlain 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**

Annual Environmental Review

Phil Ralston, Director of Environmental Operations and Policy, provided an overview of the Port’s environmental programs and objectives and the environmental performance for Fiscal Year 2015-2016.

**ACTION ITEMS**

Agenda Item No. 1

**MARKETING REIMBURSEMENT AGREEMENT – DELTA AIR LINES, INC.**

This agenda item requested approval to enter into a one-year Marketing Reimbursement Agreement with Delta Air Lines, Inc. (Delta), pursuant to which the Port of Portland will reimburse Delta up to \$650,000 for marketing expenses to promote the new flight between Portland International Airport (PDX) and Heathrow Airport in London, England, which launches on May 26, 2017. These marketing funds are part of a new service incentive package authorized by PDX’s Signatory Airline Lease and Operating Agreement.

David Zielke presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to enter into a Marketing Reimbursement Agreement with Delta Air Lines, Inc., to support the launch of the Portland International Airport-Heathrow Airport route, 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 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. 2

PUBLIC IMPROVEMENT CONTRACT– PRE-CONDITIONED AIR UNIT INSTALLATION –  
PORTLAND INTERNATIONAL AIRPORT

This agenda item requested approval to award a public improvement contract to Streimer Sheet Metal Works, Inc., to provide and install pre-conditioned air units on passenger boarding bridges at Portland International Airport.

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

BE IT RESOLVED, That approval is given to award a public improvement contract to Streimer Sheet Metal Works, Inc., to provide and install pre-conditioned air units on passenger boarding bridges at Portland International Airport, 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 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 10:44 a.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Assistant Secretary

\_\_\_\_\_  
Date Signed

This page intentionally left blank.