

**MINUTES
REGULAR COMMISSION MEETING
THE PORT OF PORTLAND
November 12, 2014**

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 by contacting the Port of Portland administrative offices, 7200 N.E. Airport Way, Portland, Oregon 97218. The following written minutes constitute a summary of the proceedings.

QUORUM

Commissioners present were Jim Carter, President, presiding; Peter Bragdon; Diana Daggett; Bruce Holte; Bob Levy; Linda Pearce and Tom Tsuruta. Also present were Curtis Robinhold, Deputy Executive Director, participating staff members and members of the public.

LEAVE OF ABSENCE

Commissioner Carter called for a motion to grant a leave of absence to Commissioners Chamberlain and Rosenbaum, who were out of town. Commissioner Daggett moved to grant the leave of absence. Commissioner Holte seconded the motion, which was put to a voice vote. Commissioners Bragdon, Carter, Daggett, Holte, Levy, Pearce and Tsuruta voted in favor of the motion.

MINUTES

Commissioner Carter called for a motion to approve the minutes of the Regular Commission Meeting of October 8. Commissioner Bragdon moved to approve the minutes. Commissioner Levy seconded the motion, which was put to a voice vote. Commissioners Bragdon, Carter, Daggett, Holte, Levy, Pearce and Tsuruta voted in favor of the motion.

EXECUTIVE DIRECTOR'S REPORT

Curtis Robinhold addressed the Commission and audience. He said Mr. Wyatt's formal Executive Director's report is attached to the Commission packet that is sent out with the Commission materials prior to the meeting.

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

- Commencement of new seasonal service to Puerto Vallarta and Los Cabos, Mexico on Alaska Airlines;
- Report out on the job fair held on October 24 for displaced PDX concessions employees. A second job fair will be held on November 17; the first half of the day will be for displaced PDX employees and the second half will be open to public. Port HR staff will be on site to provide resume writing assistance to existing employees;
- Halloween marked the 40th anniversary of the Port's Terminal 6, which opened for business on October 31, 1974; and

- Work stoppages and low productivity continue to be an issue at Terminal 6 and up and down the West Coast. The slowdown has had a costly domino effect on truckers, rail service providers, shippers, carriers and others throughout the supply chain. He said we are hopeful the delays and congestions issues will be resolved quickly.

Commissioner Carter called for a motion to approve the Executive Director’s Report. Commissioner Daggett moved to approve the Executive Director’s Report. Commissioner Bragdon seconded the motion, which was put to a voice vote. Commissioners Bragdon, Carter, Daggett, Holte, Levy, Pearce and Tsuruta voted in favor of the motion.

GENERAL DISCUSSION

External Audit Results and Port of Portland Fiscal Year-End 2014 Financials

Bob Burket, Controller, presented a high-level overview of the Fiscal Year 2014 financial performance, focusing on the Port’s two major financial components: the General Fund and PDX. He also walked the Commission through the key line items of our statement of revenues and expenses.

Mike MacBryde, Partner, and Ryan Van Oostrum, Manager, the Port’s auditors from PricewaterhouseCoopers, briefly reviewed the required communications and summarized the results of the audit.

CONSENT AGENDA

No presentation was made of the following agenda items, which were brought before the Commission as part of the Consent Agenda.

Agenda Item No. 1

CONSENT TO ENTERPRISE ZONE APPLICATIONS BY THE CITY OF TIGARD AND THE CITY OF OREGON CITY

BE IT RESOLVED, that the Port of Portland Commission consents to an application by the City of Tigard and the City of Oregon City for the creation of the Tigard Enterprise Zone and Oregon City Enterprise Zone located within Port of Portland district boundaries.

Agenda Item No. 2

LEASE AMENDMENT – INTERNATIONAL RAW MATERIALS, LTD. – TERMINAL 4

BE IT RESOLVED, That approval is given to enter into a lease amendment with International Raw Materials, Ltd., to add additional rail track area to its lease premises located at 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.

Following the reading of the titles of the Consent Agenda by Commissioner Carter, Commissioner Holte moved that the Executive Director’s recommendations be approved and Commissioner Bragdon seconded the motion. The motion was put to a voice vote.

Commissioners Bragdon, Carter, Daggett, Holte, Levy and Pearce voted in favor of the motion. Commissioner Tsuruta was not present for the vote.

ACTION ITEM

Agenda Item No. 3

RESOLUTION TO SELF-REPORT UNDER MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE BY U.S. SECURITIES AND EXCHANGE COMMISSION DIVISION OF ENFORCEMENT

This agenda item requested approval of a resolution to file a Municipalities Continuing Disclosure Cooperation Initiative Questionnaire for Self-Reporting with the U.S. Securities and Exchange Commission's Enforcement Division.

Tatiana Starostina presented the Executive Director's recommendations as follows:

BE IT RESOLVED, That approval is given to submit the Municipalities Continuing Disclosure Cooperation Initiative Questionnaire for Self-Reporting Entities to the U.S. Securities and Exchange Commission's Enforcement Division for the purposes outlined in this agenda item; 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 Pearce seconded the motion, which was put to a voice vote. Commissioners Bragdon, Carter, Daggett, Levy, Pearce and Tsuruta voted in favor of the motion. Commissioner Holte was not present for the vote.

PUBLIC COMMENT

Van Touch, Jerri Price and Kevin Bell, employees at Gustavs, addressed the Commission regarding the job fair held at PDX on October 24 and the need for a worker retention policy. Crystal Hendrix and Darci Holmquist, employees at Starbucks, as well as Nischit Hegde, a representative of UniteHere Local 8, also addressed the Commission regarding a retention policy.

Commissioner Carter said it is important for everyone to understand that the Port has not made a promise to guarantee PDX concession employees would not lose their jobs. He said what they have said is they are concerned about the people and circumstances they have heard about regarding the transition and will look at the issue, but they are hoping that in addition to existing employees, new job opportunities will be created. He said for those that are not offered a position, we would look at that as part of the overall policy. Hegde said everyone understands that, which is the reason for the public comments each month – because they do want that guarantee.

Chris Ferlazzo, Executive Director of Jobs with Justice, said his organization stands in solidarity with the PDX concession workers. He said he doesn't think a job fair will address the concerns of the workers and urges the Port to implement a worker retention policy.

ACTION ITEMS

Agenda Item No. 4

PERSONAL SERVICES CONTRACT AMENDMENT – TERMINAL BALANCING CONCOURSE E EXTENSION – PORTLAND INTERNATIONAL AIRPORT

This agenda item requested approval of an amendment to an existing personal services contract with Hennebery Eddy Architects, Inc., for the completion of project design for the Terminal Balancing Concourse E Extension project at Portland International Airport.

Stan Snyder presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to amend the existing personal services contract with Hennebery Eddy Architects, Inc., for the design of the Terminal Balancing Concourse E Extension project at Portland International Airport, 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 Bragdon moved that the Executive Director’s recommendations be approved. Commissioner Levy seconded the motion, which was put to a voice vote. Commissioners Bragdon, Carter, Daggett, Levy, Pearce and Tsuruta voted in favor of the motion. Commissioner Holte was not present for the vote.

Agenda Item No. 5

PERSONAL SERVICES CONTRACT AMENDMENT AND PUBLIC IMPROVEMENT CONTRACT AMENDMENT – POST-SECURITY CONCESSIONS REDEVELOPMENT PHASES 1 AND 2 – PORTLAND INTERNATIONAL AIRPORT

This agenda item requested approval of two contract actions related to the Post-Security Concessions Redevelopment project at Portland International Airport:

1. Amendment of an existing personal services contract with Carleton/Hart Architecture, P.C. (CHA) in the amount of \$2,140,000 for design and construction support services for the construction of utilities; and
2. Amendment of an existing public improvement contract with Hoffman Construction Company of Oregon (Hoffman) in the amount of \$3,300,000 to construct storefront improvements and utilities.

Dan Gilkison presented the Executive Director’s recommendations as follows:

BE IT RESOLVED, That approval is given to amend the existing public improvement contract with Hoffman Construction Company of Oregon, to include the work scope set forth in this agenda item for the Post-Security Concessions Redevelopment Phases 1 and 2 project at Portland International Airport, in accordance with the terms stated in this agenda item; and

BE IT FURTHER RESOLVED, That approval is given to amend the existing personal services contract with Carleton/Hart Architecture, P.C., to include the work scope set forth in this agenda item for the Post-Security Concessions Redevelopment Phases 1 and 2 project at Portland International Airport, in accordance with the terms stated in this agenda item; 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 Bragdon moved that the Executive Director's recommendations be approved. Commissioner Daggett seconded the motion, which was put to a voice vote. Commissioners Bragdon, Carter, Daggett, Levy, Pearce and Tsuruta voted in favor of the motion. Commissioner Holte was not present for the vote.

The meeting adjourned at 11:21 a.m.

President

Assistant Secretary

Date Signed

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