

**MINUTES
SPECIAL COMMISSION MEETING
THE PORT OF PORTLAND
November 9, 2016**

Following due to notice, a retreat of the Commissioners of the Port of Portland was held at 11:00 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 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; Michael Alexander; Tom Chamberlain; Alice Cuprill-Comas; Bob Levy; Pat McDonald; Tom Tsuruta and Gary Young. Also present were Bill Wyatt, Executive Director, and participating staff members.

LEAVE OF ABSENCE

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

AGENDA

Commissioner Carter said the retreat is an opportunity for casual engagement amongst the Commissioners and Port staff. He led a discussion around ways in which the Commissioners would like to be engaged on Port issues. Commissioners also discussed their statutory responsibilities, participation in Port projects and ways to make a positive community connection for the Port. The Commission recessed for lunch from 12:15-1:15.

Curtis Robinhold, Deputy Executive Director, briefly reviewed the Port's projects and issues anticipated over the next five years. Cindy Nichol, Chief Financial Officer, provided a brief overview of the Port's financial structure. Commissioners discussed what information they would like to receive prior to making decisions, whether the Aviation and Marine and Industrial Development Task Forces, continue to be useful, and whether there were other ways to receive information about the Port's operations and issues. Commissioners also discussed the Executive Director's annual performance criteria and whether they should be thinking about other issues.

The meeting adjourned at 3:30 p.m.

President

Assistant Secretary

Date Signed

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