

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF REVISING )	RESOLUTION NO. 90-1265
THE BY-LAWS OF THE WATER )	
RESOURCES POLICY ADVISORY )	Introduced by Executive
COMMITTEE )	Officer Rena Cusma

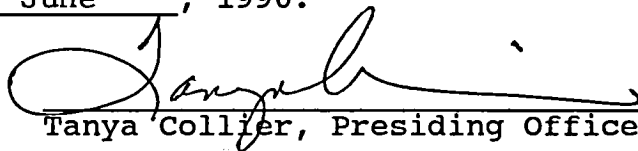
WHEREAS, The Water Resources Policy Alternatives Committee at its April 17, 1990 meeting unanimously approved proposed revisions of its By-Laws; and

WHEREAS, the proposed revisions of the By-Laws of the Water Resources Policy Alternatives Committee permit the Committee to more effectively fulfill its purpose as defined in the By-Laws; now, therefore,

BE IT RESOLVED,

1. That the Council of the Metropolitan Service District approve the revisions to the By-Laws of the Water Resources Policy Alternatives Committee as described in the proposed revised By-Laws described in Exhibit "B" attached hereto.

ADOPTED by the Council of the Metropolitan Service District this 28th day of June, 1990.

  
Tanya Collier, Presiding Officer

## STAFF REPORT

### CONSIDERATION OF RESOLUTION NO. 90-1265 FOR THE PURPOSE OF REVISING THE BY-LAWS OF THE WATER RESOURCES POLICY ALTERNATIVES COMMITTEE

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Presented By: Larry Sprecher

#### PROPOSED ACTION

To revise the By-Laws of the Water Resources Policy Alternatives Committee (WRPAC) to 1) bring the structure of the WRPAC into closer semblance of the structure of other PAC's; 2) allow the WRPAC to better carry out it's purposes; and, 3) generally correct minor deficiencies in the present By-Laws.

#### FACTUAL BACKGROUND

Section by section here are the significant changes:

**Article I:** Changes the name from Policy "Alternatives" Committee to Policy "Advisory" Committee to reflect current Metro practice.

**Article II:** Broadens and rearranges list of matters on which Committee advises. Changes responsibilities to reflect current practice. Changes "A-95" Review to "208" Review.

**Article III:** Voting members: adds; 3 members of the Metro Council, representatives of the cities in each of the counties; removes citizen representatives; reduces representatives of environmental and business organizations from 3 to 1; transfers Port of Portland to non-voting member.

Non-voting members: adds; Port of Portland and Oregon State Health Divisions. Removes Portland General Electric. Changes name from Clark County Regional Planning Commission to Intergovernmental Resource Council. Simplifies appointment of members.

**Article IV:** Provides for appointment of Chair. Does not limit terms served.

**Article V:** Broadens language to allow more flexibility in setting up subgroups of the committee. The proposed Basin Management Groups, Water Policy Forum, etc. could be formed under this article but only with the approval of the Committee.

**Article VI:** Changes reporting responsibility to reflect current organization. Removes language concerning conflict which is not needed.

#### SUMMARY AND CONCLUSIONS

The revisions constitute more of a housekeeping revision rather than a significant restructure of the committee. The proposed revisions were unanimously approved by the WRPAC at it's April 17, 1990 meeting.

#### EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends adoption of Resolution No. 90-1265.

## INTERGOVERNMENTAL RELATIONS COMMITTEE REPORT

### RESOLUTION NO. 90-1265, REVISING THE BY-LAWS OF THE WATER RESOURCES POLICY ALTERNATIVES COMMITTEE

Date: June 15, 1990

Presented by: Councilor McFarland

COMMITTEE RECOMMENDATION: At the June 12, 1990 Intergovernmental Relations Committee meeting, Councilors Devlin, Ragsdale and myself voted unanimously to recommend Council adopt Resolution No. 90-1265 as amended. Councilors Bauer and Gardner were excused.

COMMITTEE DISCUSSION/ISSUES: Larry Sprecher, Planning & Development, presented the resolution which updates the by-laws of Metro's Water Resources Policy Advisory Committee (WRPAC). The Committee was originally created in the late 1970's to address the Waste Water "208" Management Plan developed and submitted to the federal government under Metro's name. Following work on the Stormwater Management Plan produced by Metro in the early 1980's, WRPAC's activities diminished.

The Committee has more recently been revived because of growing water quality and management issues and increased Council interest in Metro taking a greater leadership role to address these issues in a coordinated regional process. The proposed updated by-laws reflect the Committee's current working practices.

IGR Committee members discussed Council staff recommendations for by-laws amendments (see June 12 Council staff memo attached) and Mr. Sprecher spoke to the proposed amendment to identify WRPAC membership criteria (i.e. elected official, staff, etc.). Mr. Sprecher said WRPAC now had members from a span of positions -- appointed, elected, staff -- and no single category would be appropriate. No breakout between technical or policy-level individuals was seen as necessary at this time. The Committee concurred with Mr. Sprecher's perspective on membership.

It was unanimously agreed to incorporate the following amendments:

- o In Article III, Section 4 (a), add language to establish meetings to occur at least once a quarter;
- o In Article IV, Section I, add "via resolution" to make clear Metro Council appointment of WRPAC officers would occur by resolution;
- o In Article IV, Section 4, add the underlined language: "Metro shall supply staff from the Department handling water resources issues who will assist the Chair ...";
- o In Article VII, Amendments, add stipulation for amending or repealing bylaws that 30 day written notice must be given to all WRPAC members and any amendments are subject to Metro Council approval.



METRO

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

Date: June 12, 1990

To: Intergovernmental Relations Committee

From: Jessica *JM* Marlitt, Council Analyst

Regarding: RESOLUTION NO. 90-1265, REVISING THE BY-LAWS OF THE WATER RESOURCES POLICY ADVISORY COMMITTEE (WRPAC)

Council staff reviewed Resolution No. 90-1265, which is before the Committee this evening as Agenda Item No. 11, and outlined suggestions for possible amendments to make the resolution consistent with other Council policy advisory committee by-laws. These proposals are technical in nature and do not suggest any changes to WRPAC's charge or purpose.

#### Suggested Amendments to Resolution No. 90-1265

1. Article III, Section 1. Membership of the Committee - This section should specify if members are to be staff, Board members, elected officials or other type of official.
2. Article III, Section 4. Meetings - Most bylaws indicate at least a minimum meeting frequency required and such language is recommended for these bylaws as well.
3. Article IV, Section 1. Officers - To clarify how the Council will appoint officers, the words "via resolution" should be inserted as follows: "The officers of the committee shall be a Chair and a Vice-Chair appointed by the Metro Council via resolution from among the voting members of the Committee."
4. Article IV, Section 4. Administrative Support - To clarify the department which is to staff WRPAC, the words "from the Department handling water resources issues" should be added at the beginning of the section as follows: "Metro shall supply staff from the Department handling water resources issues who will assist..."
5. Article VII, Amendments - This section should be amended to specify notice and voting requirements to amend the by-laws. A common notification practice is to require 30 days written notice to all members and alternates prior to any action to amend or repeal the by-laws. For voting, the JPACT and Bi-State Policy Advisory Committee by-laws both require a two-thirds majority vote of the full Committee membership and a majority vote of the Metro Council to adopt the amendment or repeal the by-laws.

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**Exhibit "B"**  
**BY-LAWS**  
**OF THE**  
**WATER RESOURCES POLICY ADVISORY COMMITTEE**

**ARTICLE I**

**NAME**

This Committee shall be known as the "Water Resources Policy Advisory Committee," (WRPAC).

**ARTICLE II**

**PURPOSE**

The purpose of the Committee shall be:

1. To advise the Metro Council, Executive Officer and staff on policy and technical matters related to water resources management. These matters shall include Water Quality, Water Supply, Wastewater, Surface Water, Groundwater, Wetlands, Irrigation, Soil and Water Conservation, Water Related Recreation, Fish and Wildlife Enhancement, and Water Related Development.

2. Specific responsibilities include:

(a) Assisting the Metro Council in the development of water resource policies and plans and their periodic review.

(b) Providing guidance to the Executive Officer and Metro staff on the conduct of Metro's water resources planning program.

- (c) Coordinating, facilitating, and supporting the water resource planning and management activities of local, regional, state and federal agencies.
- (d) Periodic Review of the "208" Plans.
- (e) Insuring adequate citizen participation in the water resources planning and management process.

ARTICLE III

MEMBERSHIP, VOTING, MEETINGS

SECTION 1. Membership of the Committee. The Committee shall consist of representatives of the following jurisdictions and agencies:

(a) Voting Members

Metro Council	3
Clackamas County	1
Multnomah County	1
Washington County	1
City of Portland	1
Cities of Clackamas County	1
Cities of Multnomah County	1
Cities of Washington County	1
Sewerage Districts	1
Water Districts	1
Soil and Water Conservation Districts	1

Environmental Organizations	1
Industrial Organizations	<u>1</u>

Total 15

(b) Non-voting members:

Intergovernmental Resource Center	1
Port of Portland	1
Oregon Department of Environmental Quality	1
Oregon Water Resources Department	1
Oregon Department of Fish and Wildlife	1
Oregon State Health Division	1
U.S. Army Corps of Engineers	1
U.S. Environmental Protection Agency	<u>1</u>
Total	8

SECTION 2. Appointment and Tenure.

(a) Each jurisdiction or agency shall nominate a representative and an alternate who will serve in the absence of the representative. In the case of representatives of multiple jurisdictions or agencies the nominations will be made by a poll of those represented.

(b) Representatives and their alternates will be formally appointed by the Metro Council.

(c) Representatives and alternates shall serve until their replacement is requested by the nominating jurisdiction or agency.

(d) Upon absence from three (3), consecutive, regularly

scheduled meetings, the nominating jurisdiction or agency shall be requested to nominate a new representative. Attendance by an alternate shall not be grounds for waiver of this requirement.

SECTION 3. Voting Privileges.

(a) Each voting member of the Committee, including the Chair, shall be entitled to one vote on all issues presented at a regular or special meeting.

(b) In case of a tie vote, the motion shall be considered defeated but shall be carried over to the next meeting of the Committee.

SECTION 4. Meetings.

(a) Regular meetings of the Committee shall be called by the Chair at least quarterly.

(b) Special meetings of the Committee may be called by the Chair or a majority of the voting members of the Committee.

SECTION 5. Conduct of Meetings.

(a) A majority of voting members shall constitute a quorum for the conduct of business. The act of a majority of voting members present at meetings, at which a quorum is present, shall be an act of the Committee.

(b) All meetings shall be conducted in accordance with Robert's Rules of Order Newly Revised.

(c) The Committee may establish other rules of procedure as deemed necessary for the conduct of business.



## ARTICLE IV

### OFFICERS AND DUTIES

SECTION 1. Officers. The officers of the committee shall be a Chair and a Vice-chair appointed by the Metro Council via resolution from among the voting members of the Committee.

SECTION 2. Term of Office. Each officer shall hold office until a successor is appointed by the Metro Council.

SECTION 3. Duties. The Chair shall preside at all meetings at which the Chair is present and shall be responsible for the expeditious conduct of the Committee's business. The Vice Chair shall perform all the duties of the Chair in the Chair's absence.

SECTION 4. Administrative Support. Metro shall supply staff from the department handling water resources issues who will assist the Chair in presenting agenda items, record actions of the Committee, handle meeting notices and correspondence and public information concerning meeting times and places.

## ARTICLE V

### SUBCOMMITTEES AND TASK FORCES

The Chair, with the consent of the Committee, may appoint subcommittees, task forces and other forums for the purposes of advancing the purpose of the Committee. Composition and term of service shall be determined according to mission and need. Each

shall be given a special charge and time for reporting to the Committee as a part of it's establishment.

**ARTICLE VI**

**REPORTING PROCEDURES**

The Committee shall make its reports and recommendations to the Metro Council and the Executive Officer.

**ARTICLE VII**

**AMENDMENTS**

These By-laws may be amended or repealed with at least 30 days written notice to committee members and only with the consent of the Council.

WATER RESOURCES POLICY ALTERNATIVES COMMITTEE (WRPAC)  
Metropolitan Service District  
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