

A G E N D A

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METRO

Agenda

MEETING: METRO COUNCIL WORK SESSION MEETING
DATE: December 9, 2003
DAY: Tuesday
TIME: 1:00 PM
PLACE: Metro Council Chamber

CALL TO ORDER AND ROLL CALL

- | | | | |
|---------|-----|---|-------------------------|
| 1:00 PM | 1. | DISCUSSION OF AGENDA FOR COUNCIL
REGULAR MEETING, DECEMBER 11, 2003 | |
| 1:15 PM | 2. | PORTLAND-MULTNOMAH FOOD POLICY
COUNCIL | Burkholder/
Cordello |
| 1:45 PM | 3. | PAPERLESS PRESENTATION | Hartline/
Miller |
| 2:15 PM | 4. | SPECIAL TRANSPORTATION AREAS | Ellis |
| 2:25 PM | 5. | ENVIRONMENTAL SUSTAINABILITY POLICIES
FOR METRO'S TRANSFER STATION RFP | Hoglund/
Watkins |
| 3:10 PM | 6. | COOPER MOUNTAIN NATURE PARK MASTER PLAN | Desmond |
| 3:40 PM | 7. | CITIZEN COMMUNICATION | |
| 3:50 PM | 8. | EXECUTIVE SESSION HELD PURSUANT TO ORS
192.660(1)(e). DELIBERATIONS WITH PERSONS
DESIGNATED TO NEGOTIATE REAL PROPERTY
TRANSACTIONS. | Chase |
| 4:10 PM | 9. | CHIEF OPERATING OFFICER COMMUNICATION | |
| 4:20 PM | 10. | COUNCILOR COMMUNICATION | |

ADJOURN

Agenda Item Number 2.0

PORTLAND-MULTNOMAH FOOD POLICY COUNCIL

Metro Council Work Session
Tuesday, December 9, 2003
Metro Council Chamber

METRO COUNCIL

Work Session Worksheet

Presentation Date: 12/9/03 Time: 1:15 pm Length: 30 min.

Presentation Title: Portland-Multnomah Food Policy Council report

Department: Portland Office of Sustainable Dev./Multnomah County Health Dept.

Presenters: Rosemarie Cordello & Brian Rohter, Co-Chairs of Food Policy Council

ISSUE & BACKGROUND

The Portland Multnomah Food Policy Council was formed by ordinances of the City of Portland and Multnomah County in June 2002. Its purpose is to advise the City and County on how to promote a well-functioning food system in this region. These jurisdictions' concerns about our food system arise from the growing indicators of a dysfunctional system: our region's unacceptably high rate of hunger and chronic illness connected with poor diet, the rapid disappearance of the region's most fertile farmland, and the increasing difficulty in maintaining a farm due to challenges to our land use system and global competition.

The Food Policy Council was mandated by these ordinances to prepare a report which identifies the options for improving our food system, as well as setting forth governing principles to guide community and government decisionmaking related to food. The co-chairs are now coming to the Metro Council to share this report and discuss how these issues relate to Metro's charge and how Metro might be a partner in this work.

IMPLICATIONS AND SUGGESTIONS

In October, the Food Policy Council's report was accepted and endorsed by both the City of Portland and Multnomah County. In doing so, these governments accepted the 25 recommendations the Council made for government action to improve the food system. In addition, they asked us to lead the implementation of a handful of priority items in the coming year. While we will review these recommendations at the work session, we identify below four areas where Metro can partner on this work:

1. Conservation easement study group – appoint a Metro staff person to serve on this study group and help it to shape policy recommendations regarding this important option for protecting farmland for future generations.
2. Farmers markets in town centers – as part of its 2040 plan related to mixed-use centers, Metro can promote permanent farmers markets within the region's town centers. This would create the stability that farmers markets need to function as the potential economic magnets that they are. As the chief means by which urban eaters connect with rural producers, the markets help to create local demand for regionally grown foods, strengthening our agricultural producers and their communities, as well as bringing new business to downtowns in the region.
3. Land use decisions favoring food producers – if urban eaters are to be fed, at least in part, by the region's farmers, then action must be taken to protect food-producing

agriculture. To do this, we must ameliorate the economic pressures on farmers which cause them to abandon food products in favor of agricultural commodities such as Christmas trees and grass seed, or leaving farming altogether. Some strategies to employ are actively promoting the state's land use laws protecting farmland, protecting farmland as industrial land, rather than viewing it as land not yet developed for other uses, and using extreme caution in expanding the urban growth boundary. When an expansion occurs, its effect is to make nearby farmland extremely expensive, putting it out of reach for food production.

4. Food policy councils are an important way for citizens to promote policy changes that protect their local food system. Metro can play a role in promoting the development of food policy councils in other cities in the region. Alternatively, it can create a Metro-wide food policy council which has representation from all of the major jurisdictions.

LEGISLATION WOULD BE REQUIRED FOR COUNCIL ACTION __ Yes No

SCHEDULE FOR WORK SESSION

Department Director/Head Approval _____

Chief Operating Officer Approval _____

Agenda Item Number 3.0

PAPERLESS PRESENTATION

Metro Council Work Session
Tuesday, December 9, 2003
Metro Council Chamber

METRO COUNCIL

Work Session Worksheet

Presentation Date: Dec. Time: 2:15 Length: 30 min

Presentation Title: Reducing Metro's Paper Use

Department ENACT ePaper Subcommittee (A cross-departmental work group)

Presenters: Jane Hartline, Judie Miller

ISSUE & BACKGROUND

In May 2003, the Council adopted a resolution to implement a sustainable business model (resolution 03-3338) for Metro facilities. The resolution included an agencywide initiative for a sustainable management system that would focus on efficient use of paper and increased electronic information management. This ePaper subcommittee of ENACT is charged with looking at ways to make these changes through improved staff training, equipment purchases and process changes..

Eliminating paper is environmentally correct and could save the agency a great deal of money. Last fiscal year \$82,000 was budgeted for paper just for Metro Regional Center. Increased use of duplexing, electronic document scans and management could reduce this paper use significantly. Perhaps the largest savings may come from decreased labor in managing the paper, such as double data entry. One ENACT grant of \$6,000 funded a programmer to create report libraries on our web site. In the first month of use, there were almost 2,000 document downloads representing 52,000 pages. The agency realized savings of \$4,600, of which half was avoided labor and the balance was avoided postage and printing costs. The total project cost of \$9,000, including in-kind Metro staff, had a two-month payback.

Finally, there is a need to have staff training in how to use existing tools, primarily our computer and existing software, more efficiently. An employee survey on electronic document handling practices found that veteran Metro staff with more than 10 years experience had the greatest demand for additional training in these techniques. The greatest challenge is asking employees to change existing habits to realize these paperless options.

Further large cost saving will come from computerizing forms so that double data entry is not required.

-OPTIONS AVAILABLE

Here are a few of the actions we will propose at the meeting:

- Converting to paperless forms that are filled out, transmitted, signed and stored electronically (Costs: The ePaper subcommittee has funded interns to inventory existing paper forms and create electronic versions. We have most of the tools needed to implement the use of these electronic forms.. It's a matter of prioritizing staff time and providing training to use the new software.)
- Conducting paperless meetings (distributing agendas, handouts and meeting notes by email. Using laptops and projectors instead of referring to handouts during meetings. (Costs: There are existing

projectors and laptops around the agency, but ENACT has budgeted for additional equipment to handle the increased requests for paperless meetings.)

- Storing documents electronically rather than printing them and storing them in file cabinets, both by individuals on their desktops and on the data warehouse for shared access (Costs: None. The systems needed are already in place. However, there are training needs so that employees know how to efficiently move from a paper-based information system to an electronic document managing system.)
- Encouraging people who communicate with us from outside the agency to do so electronically. (Costs: Staff time to put documents and databases on our web site. No additional cost for meeting communications.)
- Increasing use of the Intranet to eliminate paper manuals, directories and other forms of employee communication. (Costs: Staff time)

IMPLICATIONS AND SUGGESTIONS

Many of the efforts proposed above are already underway and progress is being made. However, limited staff resources and other priorities limit our ability to move forward. We are hoping our presentation will make council aware of this very worthwhile program that can make Metro an example to other businesses in paper reduction.

QUESTION(S) PRESENTED FOR CONSIDERATION

1. Are there opportunities for ePaper to assist the Metro Council in making their daily activities or Council meetings either more paperless where possible or more efficient in paper use?
2. While ePaper has funds for interns to provide training to current staff on electronic document management, there is a question of how to provide this training to new and existing employees in a timely and effective manner on an ongoing basis given limited staff resources.
3. Are there additional actions that Council would like to see ePaper explore?

LEGISLATION WOULD BE REQUIRED FOR COUNCIL ACTION __ Yes No
DRAFT IS ATTACHED __ Yes __ No

SCHEDULE FOR WORK SESSION (Please initial as appropriate indicating that the material for presentation has been reviewed and is ready for consideration by the Council).

Department Director/Head Approval _____

Chief Operating Officer Approval _____

Agenda Item Number 4.0

SPECIAL TRANSPORTATION AREAS

Metro Council Work Session
Tuesday, December 9, 2003
Metro Council Chamber

METRO COUNCIL

Work Session Worksheet

Presentation Date: December 9, 2003 Time: 1:30 PM Length: 15 Minutes

Presentation Title: Comment Letter on Proposed Oregon Highway Plan Amendments

Department: Planning

Presenters: Kim Ellis

ISSUE & BACKGROUND

In November 2003, Metro submitted a letter to the Oregon Transportation Commission (OTC) on behalf of the Metro Council and the Joint Policy Advisory Committee on Transportation (JPACT) regarding the designation of Special Transportation Areas (STAs) in the Metro region and proposed amendments to the Oregon Highway Plan to implement STAs. The letter also addressed concerns with regard to the update to the Oregon Highway Design Manual (OHDM) that was underway and its link to STAs.

On November 16, the OTC deferred approving the proposed amendments to the highway plan to allow more time for stakeholders to review additional amendments that were released after Metro's comment letter was developed. On December 4, ODOT staff will host a meeting to provide stakeholders another opportunity review and discuss the proposed amendments. While no substantive changes have been proposed since the OTC meeting on November 17, it is possible that further changes could be proposed.

Additional comments are due December 10 in order to guarantee the comments will be part of the Commission packet.

Metro is actively funding STA boulevard projects through our MTIP. As a result, it is important that Metro's issues be addressed to ensure these projects can move forward in a timely manner. Key comments provided in the November letter include:

- it is important that Metro be involved in the development of STA management plans to ensure the plans adequately address the RTP goals and policies for all modes. We request that the process formally include Metro.
- STA management plans should be approved by local governing bodies and the Commission through a public process. This would provide for a forum for discussing these important issues in an open manner that involved all key stakeholders and to better coordinate land use and transportation planning at the local, regional and state levels.
- The OHP amendments and OHDM design standards do not provide adequate guidance on how the facility's design should transition into an STA. The STA design standards are intended to allow for slower traffic speeds and enhanced pedestrian, bicycle and transit accessibility. The design transition should occur outside of the area designated as a STA to better support these goals and that additional guidance on this implementation issue be provided.
- Because of the importance of the Highway design Manual in making STAs happen, we recommend that the Commission serve as the approval body for the document and that updates to the manual be completed soon.

OPTIONS AVAILABLE

Provide an updated letter to the OTC for consideration at their January 16, 2004 meeting that reiterates the concerns previously raised in the November letter and any new concerns identified.

IMPLICATIONS AND SUGGESTIONS Staff recommends that the Council and JPACT approve an updated comment letter on the proposed amendments.

QUESTION(S) PRESENTED FOR CONSIDERATION None; this is an informational item to provide the Council with an opportunity to raise questions and concerns. The Council will be asked to endorse a letter on December 11.

LEGISLATION WOULD BE REQUIRED FOR COUNCIL ACTION __ Yes X No
DRAFT IS ATTACHED __ Yes X No

SCHEDULE FOR WORK SESSION (Please initial as appropriate indicating that the material for presentation has been reviewed and is ready for consideration by the Council).

Department Director/Head Approval _____

Chief Operating Officer Approval _____

Agenda Item Number 5.0

ENVIRONMENTAL SUSTAINABILITY POLICIES FOR METRO'S TRANSFER STATION RFP

Metro Council Work Session
Tuesday, December 9, 2003
Metro Council Chamber

METRO COUNCIL

Work Session Worksheet

Presentation Date: December 9, 2003 Time: Length: 30 Minutes

Presentation Title: Consideration of Environmental Sustainability Policies for
Metro's Transfer Station RFP

Department: Solid Waste & Recycling

Presenters: Michael Hoglund, Jim Watkins and Chuck Geyer

ISSUE & BACKGROUND

The current operations contract for Metro's transfer stations expires September 30, 2004. The SW&R Department has commissioned a project team to begin drafting the request for proposals (RFP) to obtain a replacement contract. As part of its work, the team has been investigating sustainability elements that might be appropriate for inclusion in the RFP. These elements are being presented for Council consideration at this time because they represent a departure from the traditional procurement approach and reflect recent Council decisions regarding development of a sustainable business model for the agency.

The team first reviewed agency policy regarding sustainability as identified in Resolution No. 03-03338 directing the creation of a sustainable business model for Metro, and the applicability of the sustainability value identified for the solid waste system in the Council's work session of July 2, 2003. The team then contracted with a consulting firm to conduct an ecocharrette to assist in identifying and clarifying potential sustainability elements for inclusion in the RFP. Staff then conducted an analysis of those elements identified as having significant potential to improve sustainable practices at the transfer stations, and how to incorporate them into the proposal process. This analysis is attached.

The Department's management team has reviewed this work and is presenting the environmental sustainability options described below.

OPTIONS AVAILABLE

1. *Material Recovery Element* – In order to increase material recovery at Metro transfer stations, two new options are recommended. First, proposers would be required to guarantee a recovery rate. Evaluation points (20 of the 25 available for this criterion) would be allocated based on the guaranteed rate. The successful contractor would receive the avoided cost for transport and disposal for each ton recovered under the guarantee. Failure to achieve the guaranteed recovery requires the contractor to credit Metro the avoided cost for each ton not recovered.

Secondly, proposals would contain a "bonus" payment level for recovery over the guaranteed rate. The successful contractor would receive this bonus in addition to the avoided cost payment. A bonus fund to cover these additional payments would be established annually in

the budget. Five evaluation points would be available based on the amount of the bonus payment and the feasibility of reaching this level of recovery.

2. *Renewable Energy* – Commercial programs are now available through the utility serving the transfer stations (PGE) for the purchase of renewable power through a “Clean Wind Program”. The program offers three recognition levels based on the amount of wind energy purchased – *Participant* (minimal purchase), *Sponsor* (10%) or *Patron* (15%).
3. *Clean Exhaust Program* – Air quality inside the transfer stations could be significantly improved by reducing the emissions from the transfer station operator’s equipment (front-end loaders, etc.) A variety of methods are available to reduce emissions. It is recommended that proposers be required to present possible methods of improving emissions as well as the associated costs in their proposals. Metro would then negotiate a cost effective clean exhaust program and include it in the final contract.

IMPLICATIONS AND SUGGESTIONS

Below is a summary of implications of pursuing each sustainability elements.

- *Material recovery* – Staff estimates that the proposed approach would cost approximately \$100,000 per year or an additional \$11.50 per recovered ton or \$0.18 per incoming ton for bonus payments. The benefit would be the recovery of an additional 9,000 tons per year, an increase of about 25% over current recovery levels.*

The SW&R Department suggests incorporation of this sustainability element into the RFP.


- *Renewable Energy* – The implications of participating in the utilities Clean Wind Program are a reduction in the emission of green house gases and increased costs for electricity. Costs range from \$1,000 annually for minimum participation to \$50,000 if 100% wind power.
- *Clean Exhaust Program* – Improvement in air quality is the expected result of including this element in the RFP. Cost estimates range from \$20,000 to \$100,000.

QUESTION(S) PRESENTED FOR CONSIDERATION

Should staff incorporate any of these elements, or others, into the request for proposals to operate Metro's transfer stations?

LEGISLATION WOULD BE REQUIRED FOR COUNCIL ACTION __Yes __**x** No
DRAFT IS ATTACHED __Yes __No

SCHEDULE FOR WORK SESSION

Department Director/Head Approval 
Chief Operating Officer Approval _____

* Current recovery levels average about 15% between Metro Central and Metro South Transfer Stations.

Material Recovery Background Paper

Goal: Achieve a recovery rate at the transfer stations equivalent to 25% of all dry waste received, which is the same standard to which we hold other regional facilities.

Proposed Approach: Require three levels of material recovery from proposers:

- mandatory minimum set by Metro (*Annual Base Recovery Level*);
- guaranteed additional level set by the contractor in the proposal (*Contractor's Recovery Guarantee*);
- additional recovery that exceeds the contractor's guarantee (*Bonus Recovery Credit*).

Payment for each ton recovered in levels 1 and 2 will equal the avoided cost of disposal.

Payment for "bonus" recovery will be at a level negotiated during the proposal process and funded through a "bonus fund" established in the budget.

Costs: The additional cost to Metro would be the premium paid for bonus recovery above the avoided cost. It is estimated that an additional 9,000 to 9,500 tons could reasonably be recovered from the stations' dry waste. If Metro were to have to pay bonus recovery credits in excess of the standard avoided costs on this level of additional recovery, the department would need to budget somewhere between an estimated \$60,000 and \$160,000 annually. The amount necessary is contingent upon three variables: the contractor's recovery guarantee; the contractor's bid price for bonus tons; and the actual level of tons recovered above the guarantee.

Achieving the 25% rate goal will be extremely challenging due to the nature of the materials Metro's stations receive. Some additional factors that could have significant impacts on dry waste recovery include the lack of local markets for drywall, the DEQ asbestos sampling requirements, the close proximity of roofing recovery facilities reducing the recoverable roofing loads being delivered, and the RSWMP contingency plan recommendation to require the MRFing of all dry waste loads.

Benefit: If enough incentive was provided, this system could substantially increase recovery at the station. The recovery level system set forth in the RFP gives a clear message that recovery is important and contractors will be compensated for increased recovery levels. The scoring system also provides incentive for proposers to maximize their recovery guarantee.

Evaluation Process: 20 evaluation points would be allocated to a proposal based on the guaranteed recovery rate; an additional 5 points would be available based on the feasibility/cost of exceeding the guarantee, accommodating reuse.

Additional Elements: As noted earlier, setting the amount of the bonus fund will prove challenging until we know what levels of guarantee and bonus payments are being proposed. The attached Excel tables demonstrate the costs per year under four different bonus tons pricing scenarios ranging from \$6.50 per ton over avoided disposal to \$16.50. Recovering an additional 18,000 tons of dry waste represents a 25% annual recovery rate – the recovery goal for the stations. An additional 9,500 tons of recovery represents a 20% recovery rate. Staff is recommending a bonus fund of \$75,000 for FY 2004–05, based on our estimate that 9,000 tons could be recovered during the first year at a bonus ton rate of \$11.50.

BONUS (\$6.50/ton over AD) Add'l	
Tons/Year	Cost/Year
1,000	\$6,500
1,500	\$9,750
2,000	\$13,000
2,500	\$16,250
3,000	\$19,500
3,500	\$22,750
4,000	\$26,000
4,500	\$29,250
5,000	\$32,500
5,500	\$35,750
6,000	\$39,000
6,500	\$42,250
7,000	\$45,500
7,500	\$48,750
8,000	\$52,000
8,500	\$55,250
9,000	\$58,500
9,500	\$61,750
10,000	\$65,000
10,500	\$68,250
11,000	\$71,500
11,500	\$74,750
12,000	\$78,000
12,500	\$81,250
13,000	\$84,500
13,500	\$87,750
14,000	\$91,000
14,500	\$94,250
15,000	\$97,500
15,500	\$100,750
16,000	\$104,000
16,500	\$107,250
17,000	\$110,500
17,500	\$113,750
18,000	\$117,000

BONUS (\$10/ton over AD) Add'l	
Tons/Year	Cost/Year
1,000	\$10,000
1,500	\$15,000
2,000	\$20,000
2,500	\$25,000
3,000	\$30,000
3,500	\$35,000
4,000	\$40,000
4,500	\$45,000
5,000	\$50,000
5,500	\$55,000
6,000	\$60,000
6,500	\$65,000
7,000	\$70,000
7,500	\$75,000
8,000	\$80,000
8,500	\$85,000
9,000	\$90,000
9,500	\$95,000
10,000	\$100,000
10,500	\$105,000
11,000	\$110,000
11,500	\$115,000
12,000	\$120,000
12,500	\$125,000
13,000	\$130,000
13,500	\$135,000
14,000	\$140,000
14,500	\$145,000
15,000	\$150,000
15,500	\$155,000
16,000	\$160,000
16,500	\$165,000
17,000	\$170,000
17,500	\$175,000
18,000	\$180,000

BONUS (\$11.50/ton over AD) Add'l	
Tons/Year	Cost/Year
1,000	\$11,500
1,500	\$17,250
2,000	\$23,000
2,500	\$28,750
3,000	\$34,500
3,500	\$40,250
4,000	\$46,000
4,500	\$51,750
5,000	\$57,500
5,500	\$63,250
6,000	\$69,000
6,500	\$74,750
7,000	\$80,500
7,500	\$86,250
8,000	\$92,000
8,500	\$97,750
9,000	\$103,500
9,500	\$109,250
10,000	\$115,000
10,500	\$120,750
11,000	\$126,500
11,500	\$132,250
12,000	\$138,000
12,500	\$143,750
13,000	\$149,500
13,500	\$155,250
14,000	\$161,000
14,500	\$166,750
15,000	\$172,500
15,500	\$178,250
16,000	\$184,000
16,500	\$189,750
17,000	\$195,500
17,500	\$201,250
18,000	\$207,000

BONUS (\$16.50/ton over AD) Add'l	
Tons/Year	Cost/Year
1,000	\$16,500
1,500	\$24,750
2,000	\$33,000
2,500	\$41,250
3,000	\$49,500
3,500	\$57,750
4,000	\$66,000
4,500	\$74,250
5,000	\$82,500
5,500	\$90,750
6,000	\$99,000
6,500	\$107,250
7,000	\$115,500
7,500	\$123,750
8,000	\$132,000
8,500	\$140,250
9,000	\$148,500
9,500	\$156,750
10,000	\$165,000
10,500	\$173,250
11,000	\$181,500
11,500	\$189,750
12,000	\$198,000
12,500	\$206,250
13,000	\$214,500
13,500	\$222,750
14,000	\$231,000
14,500	\$239,250
15,000	\$247,500
15,500	\$255,750
16,000	\$264,000
16,500	\$272,250
17,000	\$280,500
17,500	\$288,750
18,000	\$297,000

AD = \$33.50 avoided disposal

Renewable Energy

Goal: Reduce emissions of greenhouse gases and avoid other negative environmental impacts by purchasing wind power in place of the current mix of power derived primarily from fossil fuels and hydro-dams.

Proposed Approach: Require the contractor to purchase wind power in the amount decided by Metro through PGE's "Green Tag Program."

Costs: Total energy costs in 2001 at Metro's transfer stations, excluding Haz Waste at Metro South, were about \$200,000, or about 5.7¢/kWh. This accounts for about \$0.35 of the total \$67.18 per ton tip fee. The additional cost to Metro of substituting wind power for the standard mix of coal-, hydro-, and gas-power will be a function of the amount of wind power purchased. Generally there is a 1.7¢ surcharge per kilowatt-hour for wind power for amounts less than 1 megawatt (~1,000 kWh). For purchasers of over 1 megawatt the surcharge is 1.5¢. Metro's transfer stations consume approximately 3,500 megawatts per year. There are a variety of levels Metro can participate in through PGE's "Clean Wind Plan." The least expensive is a \$17 per month meter fee, which would cost us an extra \$800 per year. The maximum cost would be about \$50,000 per year if we purchased all wind.

Benefits: Three types of benefits would accrue: environmental, promotional, and economic. As with cost, the benefit level depends on the amount of wind power purchased. For example, the environmental impact of purchasing all wind power would be an annual reduction in greenhouse gases of approximately 2,200 - 2,400 tons. This is equivalent to planting 1,000 acres of trees, or not driving 480 cars for a year.

The promotional benefits – mostly recognition and name placement – increase with the amount of wind purchased (see detail on reverse). If Metro purchased all wind for its transfer stations, it would be on a par with the largest participants in the state and would become a leader in sustainable electricity purchasing practices.

One final benefit accrues to >1 megawatt purchasers. As a large purchaser, we also would be allowed to redirect a small portion of our bill (less than 1%) toward internal energy conservation measures. Currently, about 3% of our bill is federally mandated to pay for energy conservation programs. As a large purchaser of wind power, we would be eligible to internalize a small part of those additional costs by spending those energy conservation dollars on ourselves, thereby lowering the amount of energy we use, which would partly mitigate the additional expense of purchasing wind power green tags.

Evaluation Process: The team suggests that Metro make a policy decision on the level of wind power it will purchase and include this requirement in the RFP.

Issues: Metro's transfer stations represent only a portion of the agency's power usage (no more than about 15%). Would running the transfer stations on wind be consistent with the *agency-wide* goals for sustainability? Our transfer stations would not truly run on wind; rather, our rate premium would be used to invest in wind turbines whose output would decrease the fossil fuel/wind ratio in "the grid."

Additional Elements: The amount of wind power Metro can buy ranges from zero to 100%. Likewise, the cost ranges from zero to about \$50,000 per year. Five options are shown on the reverse, with their approximate costs and benefits. In addition, the current mix of power sources is shown in a pie chart for reference.

Estimated Annual Power Costs Metro Transfer Stations

Service Option	Annual Cost	Cost Increase Over Standard Service		Tons of Greenhouse Gases Emitted **	Promotional Level
		Percent	Per Ton *		
Status Quo	\$200,000	-	-	2,200	N/A
		<i>(status quo cost = \$0.35 per ton)</i>			
Minimum	\$201,000	0.5%	\$0.002	2,200	1
10% Wind	\$206,000	3%	\$0.01	1,900	2
15% Wind	\$210,000	5%	\$0.02	1,800	3
100% Wind	\$254,000	27%	\$0.10	-	3

* based on 565,000 tons

** estimates vary based on whom one asks; these figures are based on data provided by PGE

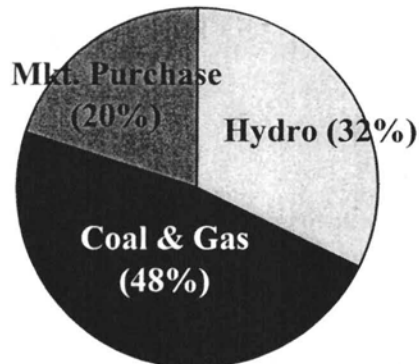
Promotional Benefits

Level 1. Certificate, Quarterly listing in Oregonian or Portland Business Journal, Listing on PGE's website, Listing in Green Power newsletter w/ 20,000+ circulation.

Level 2. All the benefits of Level 1, plus name featured in various PGE publications & sponsored events, such as Portland Blues Festival, Media pitches to Oregon news media (e.g., DJC, PBJ), Earth Day promotions, News release, A plaque, Customer rewards.

Level 3. All the benefits of Level 2, plus PGE Officer presentation of plaque (photo op), Customized employee recognition program.

Current Sources of Electricity



Commercial & Industrial Customer Benefits Clean WindSM

Promotion	15% Patron	10% Sponsor	Director	Participant
Certificate	X	X	X	X
Quarterly Listing in Oregonian and/or Portland Business Journal <i>Page Dominate Advertisements</i>	X	X	X	X
Listing on PGE's Web Site	X	X	X	X
Business Listed in Green Power Newsletter that reaches 20,000+ customers	X	X	X	X
Name featured in various PGE publications and at various events <i>Such as Portland Blues Festival, Earth Day, collateral, ads, trade shows, and at community events</i>	X	X	X	
Media pitches to various Oregon news media <i>Daily Journal of Commerce, Portland Business Journal, Oregon Business Magazine</i>	X	X	X	
Earth Day Promotions – TBD	X	X	X	
Plaque	X	X		
News Release (as appropriate)	X	X		
Customer Rewards <i>PGE and Green Mountain Energy Company offer reward programs for customers who sign up for renewable power</i>	X	X		
PGE Officer presentation of plaque and photo opportunity	X			
Customized Employee Recognition Program <i>PGE provides a customized employee recognition program: To educate employees on your commitment to buy green power</i>	X			

Portland General Electric

PGE Clean Wind C&I Customers

Patrons

American Honda Motors Company, Inc.
EPSON Portland, Inc.
IBM
Norm Thompson
Port of Portland
Staples, Inc.
The Joinery

Sponsors

Inner City Properties
Japanese Garden
Kettle Foods
Kinko's
Multnomah County
Nike
Portland General Electric
River City Bicycles
Spirit Mountain Casino
(Timberline Lodge and Ski Area—waiting for agreement to be signed)

Participants

City of Beaverton
North Clackamas School District
Sunset Athletic Club
Ushio Oregon
Vernier Software and Technology

Directors

Intel
Nike
Tektronix
Xerox

Clean Exhaust Program Background Paper

Goal: The goal of a clean exhaust program in the procurement for operation of Metro transfer stations is to improve the air quality inside the stations by reducing emissions from contractor-supplied equipment.

Proposed Approach: The team is proposing that the RFP solicit strategies from proposers on how to reduce emissions from its equipment. The evaluation team would then weigh the benefits of an approach with associated costs and recommend a particular approach for incorporation into the final contract.

This strategy is recommended over specifying a single solution because of the range of potential approaches and associated costs and benefits. For example, a recent cost benefit analysis conducted by the Environmental & Engineering Division compared the use of diesel particulate filters to B20 (a 20% biodiesel mixture) in reducing the emissions from the transport of waste from Metro transfer stations to the Columbia Ridge Landfill. The results indicated that filters were at least three times more effective at reducing pollutants at a cost of about half that of biodiesel on a per gallon basis.

However, no one has tried the filter technology over a long period for the application proposed, and not at all for equipment inside a transfer station. Contractors might resist implementation of a mandatory approach without Metro assuming a portion of the risk of damage to the equipment, and such an approach might also be more likely to result in ongoing contract disputes. The RFP team's recommended approach makes the contractor propose the approach, and the associated risk level it is willing to incur in reducing emissions.

Costs: Under the proposed approach, Metro can choose to incur as much or as little additional costs as it wishes. The minimum fuel specification will be for low sulfur diesel. Additional costs could range from a 20-cent premium for B20 biodiesel to a \$1 per gallon premium for B100 (100% biodiesel). The current operator consumes about 100,000 gallons of diesel annually. It is expected that the cost of most clean exhaust proposals would fall between the \$20,000 to \$100,000 annual range¹.

Benefits: The primary benefit is the reduction in hydrocarbon (HC), diesel particulates (PM) and carbon monoxide (CO) emissions resulting in health benefits for workers and customers, and improved air quality in the region. The potential range is demonstrated in the reduction of pollutants from the use of B20 as compared to diesel particulate filters:

	<u>B20</u>	<u>B100</u>	<u>Filters</u>
PM	10%	50%	70%
HC	21%	70%	50%
CO	11%	50%	50%

Evaluation Process: The evaluation team would recommend a particular strategy proposed for inclusion in the final contract. No evaluation points would be allocated.

Additional Element: Both the evaluation team and the proposers will need further guidance on what might be acceptable costs from policy makers.

¹ Diesel particulate filters are not included as the low range cost because the technology will probably not work for all the equipment needed, however biodiesel should.

Agenda Item Number 6.0

COOPER MOUNTAIN NATURE PARK MASTER PLAN

Metro Council Work Session
Tuesday, December 9, 2003
Metro Council Chamber

METRO COUNCIL

Work Session Worksheet

Presentation Date: December 9, 2003 Time: 2:00PM Length: 30 minutes

Presentation Title: Review of the Cooper Mountain Master Planning Process

Department: Regional Parks and Greenspaces

Presenters: Jim Desmond, Heather Nelson Kent

ISSUE & BACKGROUND

In 2004 Metro will begin preparing a master plan for a natural area park at Cooper Mountain (Attachment 1). The plan will recommend what types of recreational activities and public amenities will be featured in the park. Cooper Mountain's natural environment -- its native plants, wildlife and views -- will be the primary attribute of the park. Metro will work closely with Tualatin Hills Parks and Recreation District, City of Beaverton and Washington County to provide a park facility plan that addresses protection and management of Cooper Mountain's habitats as well as meet the recreational needs of the region.

The 256-acre property was purchased with funds from the 1995 Open Spaces, Parks and Streams bond measure. Rising to an elevation of about 700 feet, the Cooper Mountain natural area is located on the western edge of Beaverton. The property includes the summit and southern slope of the mountain. This Washington County landmark also offers commanding views of the Tualatin River valley and Chehalem Mountains. The property lies within Metro Council District 3 (Hosticka).

Over recent years, Metro staff and hundreds of volunteers worked to remove invasive weeds and plant and care for nearly 60,000 trees to restore the recently-logged site. Metro natural resource managers also have conducted controlled burns on 32 acres of property to stimulate the production of native wildflowers.

Pockets of oak and madrone trees balanced with open meadow areas and wetlands now support a fascinating array of plants and wildlife. The increased presence of the beautiful and rare wildflower *Delphinium* and the return of Western Bluebirds are just two examples of how natural resource management efforts have produced positive results.

In 2001, Metro established a Green Ribbon Committee represented by local government park providers, environmental groups, home builders and citizens to identify Metro open space properties that should receive top priority for planning and development. The Cooper Mountain natural area was among four "anchor sites" recommended by the committee for priority public investment.

IMPLICATIONS AND SUGGESTIONS

Public outreach and citizen involvement will be vital to a successful master planning process. Providing a variety of opportunities for interested citizens to engage in planning activities will help assure the final plan integrates the need to enhance, manage and protect the natural resource values of the property with the need to provide visitors an opportunity to enjoy the greenspace in many ways.

A Project Advisory Committee (Attachment 2) made up of interested citizens, businesses and local government agencies will work directly with Metro staff to identify issues, develop park design alternatives and natural resource protection measures.

Specific dates, times and locations of Cooper Mountain master planning activities have not been determined. However, the following provides a general timetable for completing the Cooper Mountain master plan:

January 2004	First meeting of the Project Advisory Committee. The committee will receive a project overview, discuss their roles and responsibilities and identify issues and concerns for the future park.
January 2004	Begin information outreach effort to build public awareness of the Cooper Mountain planning process and invite participation and involvement. Outreach activities will include stakeholder interviews, presentations to citizen organizations (for example, business service clubs, neighborhood associations, environmental groups) media relations, group site tours and web site development.
March 2004	The Project Advisory Committee will define the park vision and service goals based on identified issues, concerns and opportunities.
May 2004	The Project Advisory Committee reviews and selects development preferences for the park.
May 2004	Metro Council briefing regarding the status of the planning process and possible development alternatives for the park.
July 2004	The Project Advisory Committee reviews natural resource management strategies, design options, estimated costs and results of traffic analysis.
November 2004	The Project Advisory Committee reviews draft Cooper Mountain master plan for preferred alternatives and suggests refinements.
December 2004	Release of draft Cooper Mountain final master plan. Public review and comment period begins.
January-March 2005	Submit master plan for Washington County Commission and Metro Council approval process.
March 2005	Washington County Commission and Metro Council approval of Cooper Mountain Master Plan.

Citizens will have ample opportunity to review and comment on the master plan at its various development stages. The general public will be invited to attend two public meetings in 2004 to help identify the elements of the master plan and, later in the year, review park concept designs.

Communication and outreach tools for the master planning process include a public opinion survey (Attachment 3), an expanded and enhanced Cooper Mountain web page, feature articles and activity listings in Metro GreenScene, Cooper Mt. Chronicle newsletter, direct mailing announcements of public meetings, guided tours of Cooper Mountain, volunteer opportunities on Cooper Mountain and targeted Cooper Mountain presentations to key stakeholder groups in the region.

QUESTION(S) PRESENTED FOR CONSIDERATION

Does the public involvement plan outline adequately support the Metro Principles of Citizen Involvement?

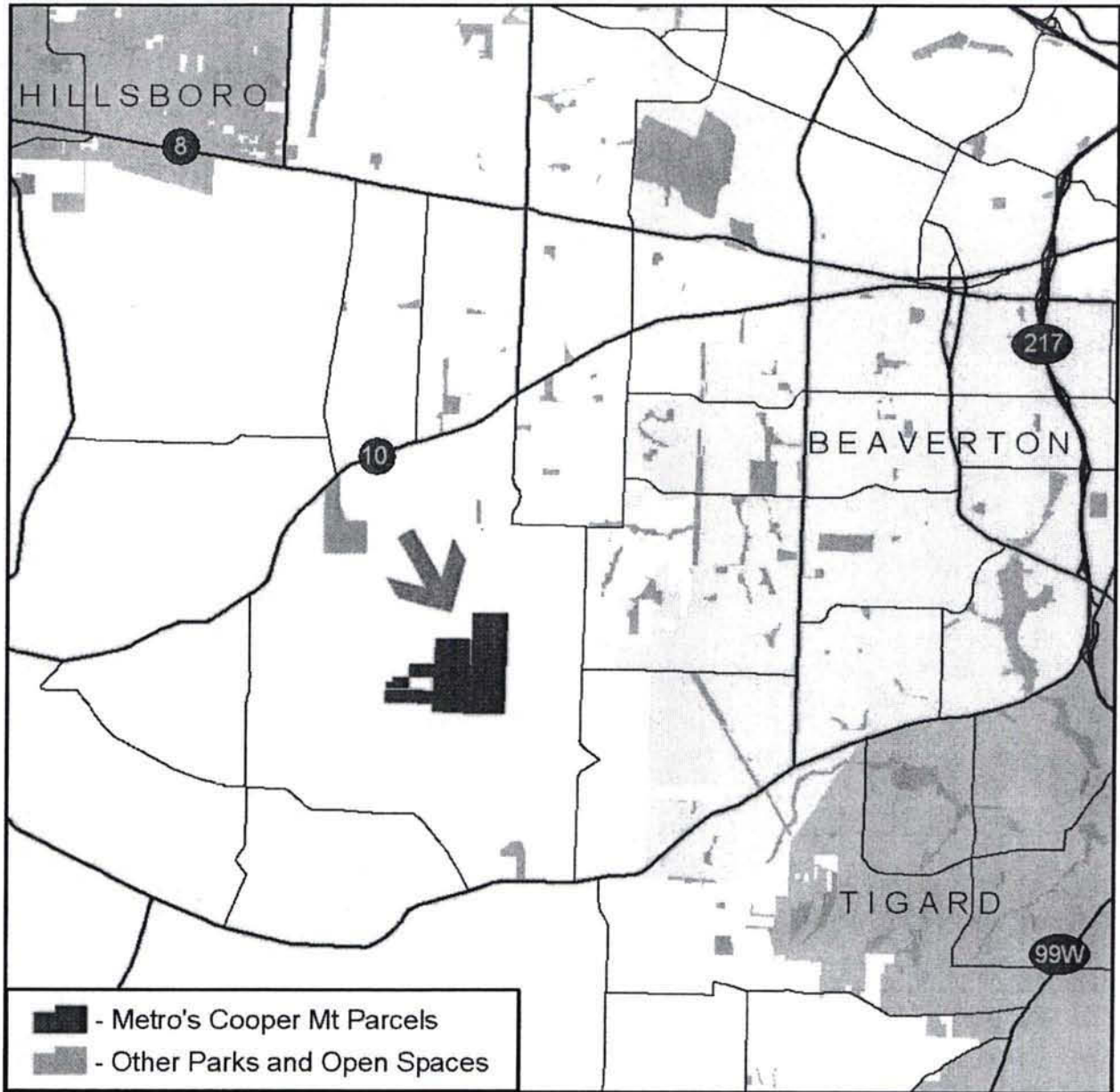
LEGISLATION WOULD BE REQUIRED FOR COUNCIL ACTION Yes No
DRAFT IS ATTACHED Yes No

SCHEDULE FOR WORK SESSION

Department Director/Head Approval _____

Chief Operating Officer Approval _____

Property purchased by Metro on Cooper Mountain near Beaverton Oregon for a future park.



**Cooper Mountain Project Advisory Committee
candidate members**

1. **City of Beaverton**
Barbara Fryer, Senior Planner
2. **Tualatin Valley Fire and Rescue**
Bill Anderson, Division Chief
3. **Tualatin Hills Park and Recreation District**
Joan Andersen-Wells, Tualatin Hills Nature Center Supervisor
4. **Washington County, Planning Division**
Ann Madden, Community Planning
5. **Beaverton High School ECO Club**
Megan McLain, science teacher advisor and student representative
6. **Cooper Mountain neighborhood representative**
Judy/Larry Fox (shared position)
7. **Kemmer View Estates Homeowners Assn.**
David Green, Past President and Treasurer
8. **Audubon Society of Portland**
Bob Sallinger, Urban Conservation Director
9. **Tualatin River Watershed Council**
Kyle Spinks, Council Chairman (also natural resource technician for THPRD)
10. **Tualatin Riverkeepers**
Ron Garst, President and retired USFWS biologist; maybe Paul Whitney
11. **Friends of Trees**
Ryan Durocher, Natural Area Restoration Specialist
12. **Beaverton Chamber of Commerce**
Lorraine Clarno, President
13. **Hispanic Metropolitan Chamber of Commerce**
Clara Padilla Andrews, President

Cooper Mountain Planning Opinion Survey

Did you know that the open space Metro purchased on Cooper Mountain makes it the third largest publicly-owned natural area in Washington County? Only Scoggins Valley Park (Hagg Lake) near Forest Grove and the proposed new Washington County State Park (near Banks) are larger in size. Located on the western edge of Beaverton, 256 acres are protected on Cooper Mountain so far – including the summit and southern slope of the mountain. This area is home to many extraordinary native plants and wildlife and offers terrific views of the Tualatin River valley and Chehalem Mountains.

In 2004 Metro and its partners will begin preparing a master plan for a natural area park on Cooper Mountain. The plan will recommend what types of recreation activities and public amenities will be featured in the park. Cooper Mountain's natural environment will be the primary attribute of the park.

Because this area was protected through Metro's 1995 Open Spaces, Parks and Streams bond measure, Cooper Mountain will not become a site for active recreation (for example, sport or ball fields). Instead, the property will be developed to protect the natural features while providing opportunities for appropriate use and enjoyment by local residents and visitors.

You can help us begin the master planning process by taking a few minutes to complete this survey.

1. Do you think having natural open space in your community is valuable? Y or N
2. What do you think is the most important reason for making improvements at the Cooper Mountain natural area? [Open-ended question]
3. How important (i.e. very important, somewhat important, not important) are the following park features and activities for a park on Cooper Mountain?:
 - Play structure for young children
 - Network of walking trails
 - Loop trail with viewpoint
 - Trails for horses
 - Mountain biking in the park
 - Parking for at least 15 vehicles + 1 bus
 - Parking for at least 30 vehicles + 2 busses
 - Wildlife viewing
 - Help improve habitat for plants and animals
 - Bike racks
 - Restrooms
 - A place to spend time with family and friends
 - Individual picnic areas
 - A group picnic shelter
 - Resting/viewing benches
 - Guided tours to learn more about nature
 - A place for school field trips for outdoor learning
 - Signs that showcase the natural and cultural features of the park

4. Should the park provide for small (25-50) group or family gatherings? Y or N
5. What concerns or issues do you have about opening a park on Cooper Mountain? (for example, noise, litter, wildfire, vandals, traffic)
6. How often would you visit the park if it had some of the features you would use? (weekly, monthly, a few times per year, once in a while, never)
7. Because of conflicts with wildlife and to protect sensitive plants, Metro employs a “no dogs allowed” policy in its nature parks. Would you strongly agree, somewhat agree, somewhat disagree or strongly disagree with a similar policy at a Cooper Mountain park?
8. Please provide other comments and suggestions that would be helpful to Metro in preparing the draft Cooper Mountain Master Plan.
9. Age group? Under 18, 18-34, 35-54, 55-65, Over 65
10. Zipcode?

Please return the completed survey to Ron Klein, Metro Regional Parks, 600 NE Grand Ave., Portland, OR 97232. Organizations or citizens interested in participating in the master planning process should call Ron Klein at 503.797.1774 or send an e-mail to kleinr@metro.dst.or.us.

A G E N D A

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1542 | FAX 503 797 1793



METRO

Agenda

MEETING: METRO COUNCIL REGULAR MEETING – revised 12/5/03
DATE: December 11, 2003
DAY: Thursday
TIME: 2:00 PM
PLACE: Metro Council Chamber

CALL TO ORDER AND ROLL CALL

1. INTRODUCTIONS

2. CITIZEN COMMUNICATIONS

3. PUBLIC INVOLVEMENT AWARD PRESENTATION Peck

4. CONSENT AGENDA

4.1 Consideration of Minutes for the December 4, 2003 Metro Council Regular Meeting.

4.2 **Resolution No. 03-3397**, For the Purpose of Authorizing an Amendment To Contract No. 924275 with EcoNorthwest to Perform Economic Analysis as part of Phase 2 of Metro’s Goal 5 Economic, Social, Environmental and Energy (ESEE) Analysis. *(Contract Review Board)*

4.3 **Resolution No. 03-3398**, For the Purpose of Amending the 2002-05 Metropolitan Transportation Improvement Program to Add Funding Of Preliminary Engineering of the Highway 217 Widening Project.

4.4 **Resolution No. 03-3399**, For the Purpose of Amending the 2002-05 Metropolitan Improvement Program to Include Funding of Five Projects: Highway 43 Turn Refuges, Highway 30 Safety Improvements, Union Station Improvements, Tualatin River Bike/Ped Bridge, and Hillsboro Regional Center Pedestrian Improvements.

5. ORDINANCES – FIRST READING

5.1 **Ordinance No. 03-1029**, For the Purpose of Transferring \$56,070 from the General Fund Contingency to Personal Services in the Public Affairs Department to Add 1.0 FTE Legislative Affairs Manager (Manager II); And Declaring an Emergency.

6. ORDINANCES - SECOND READING

- 6.1 **Ordinance No. 03-1021**, For the purpose of Amending Title 4 of the Urban Growth Management Functional Plan to improve its protection of industrial land and to make corrections. (*PUBLIC HEARING ONLY, NO FINAL ACTION*) McLain
- 6.2 **Ordinance No. 03-1022**, For the purpose of Amending the Employment and Industrial Areas Map to Add Regionally Significant Industrial Areas in Compliance with Subsection J of Section 3.07.420 of Title 4 (Industrial and other employment areas) of the Urban Growth Management Functional Plan. (*PUBLIC HEARING ONLY, NO FINAL ACTION*) Park
- 6.3 **Ordinance No. 03-1024**, For the Purpose of Adopting the 2004 Regional Transportation Plan as the Regional Transportation System Plan and the Regional Functional Plan for Transportation to Meet State Planning Requirements (*WITHDRAWN FROM CONSIDERATION*). Park
- 6.4 **Ordinance No. 03-1025A**, For the purpose of approving the Transfer Station Franchise Renewal Application of Willamette Resources, Inc., authorizing the Chief Operating Officer to issue a renewed franchise, and declaring an emergency. Hosticka
- 6.5 **Ordinance No. 03-1026A**, For the purpose of approving the Transfer Station Franchise Renewal Application of Pride Recycling Company, authorizing the Chief Operating Officer to issue a renewed franchise, and declaring an emergency. McLain
- 6.6 **Ordinance No. 03-1027A**, For the purpose of approving the Transfer Station Franchise Renewal Application of Recycling America, authorizing the Chief Operating Officer to issue a renewed franchise, and declaring an emergency. Park

7. RESOLUTIONS

- 7.1 **Resolution No. 03-3380**, For the Purpose of Designation of the 2004 Regional Transportation Plan as the Federal Metropolitan Transportation Plan to meet Federal Planning Requirements. Park
- 7.2 **Resolution No. 03-3381**, For the Purpose of Adopting the 2004-07 Metropolitan Transportation Improvement Program for the Portland Metropolitan Area. Burkholder
- 7.3 **Resolution No. 03-3386**, For the Purpose of Reducing the Land Under Consideration in the 2002 and 2003 Alternative Analysis Studies to meet the Remaining Need for Industrial Land Through Urban Growth Boundary Expansion. McLain

8. CHIEF OPERATING OFFICER COMMUNICATION

9. COUNCILOR COMMUNICATION

ADJOURN

Cable Schedule for Week of December 11, 2003

	Sunday (12/14)	Monday (12/15)	Tuesday (12/16)	Wednesday (12/17)	Thursday (12/11)	Friday (12/12)	Saturday (12/13)
CHANNEL 11 Community Access Network Clackamas, Multnomah and Washington counties, Vancouver, Wash.					Live at 2 p.m.		
CHANNEL 30 TVT Washington County, Lake Oswego	7 p.m.		6 a.m.	4 p.m.			7 p.m.
CHANNEL 30 CityNet 30 Portland	8:30 p.m.	2 p.m.					
CHANNEL 30 Willamette Falls Television West Linn	6 a.m.	9:30 a.m. 5 p.m.			9:30 a.m. 5 p.m.		6 a.m.
CHANNEL 28 Willamette Falls Television Oregon City, Gladstone	6 a.m.						6 a.m.
CHANNEL 23 Milwaukie Public Television Milwaukie							
CHANNEL 30 MCTV Gresham							

PLEASE NOTE: Show times are tentative and in some cases the entire meeting may not be rebroadcast due to length. Call or check your community access station web site to confirm program times.

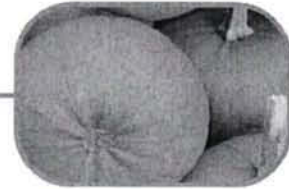
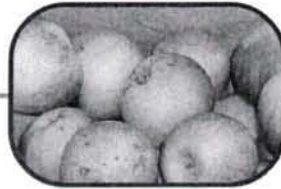
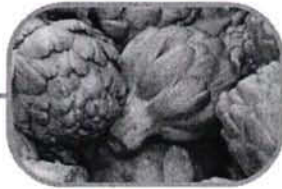
<i>Portland Cable Access</i>	www.pcatv.org	<i>(503) 288-1515</i>
<i>Milwaukie Public Television</i>	www.wftvaccess.com	<i>(503) 652-4408</i>
<i>Multnomah Community Television</i>	www.mctv.org	<i>(503) 491-7636</i>
<i>Tualatin Valley Television</i>	www.yourtv.org	<i>(503) 629-8534</i>
<i>Willamette Falls Television</i>	www.wftvaccess.com	<i>(503) 650-0275</i>

Agenda items may not be considered in the exact order. For questions about the agenda, call Clerk of the Council, Chris Billington, 797-1542. Public Hearings are held on all ordinances second read and on resolutions upon request of the public. Documents for the record must be submitted to the Clerk of the Council to be considered included in the decision record. Documents can be submitted by email, fax or mail or in person to the Clerk of the Council. For assistance per the American Disabilities Act (ADA), dial TDD 797-1804 or 797-1540 (Council Office).

FOOD POLICY RECOMMENDATIONS

PORTLAND-MULTNOMAH FOOD POLICY COUNCIL

OCTOBER 2003



Multnomah County
Maria Rojo de Steffey, Commissioner



City of Portland
Dan Saltzman, Commissioner

Office of Sustainable Development
721 NW 9th Ave., Suite 350
Portland, OR 97209

503-823-7222
www.sustainableportland.org

Susan Anderson, Director

FOOD POLICY COUNCIL (affiliations are provided for identification purposes only)

SUZANNE BRIGGS, Oregon Farmers Market Association

RACHEL BRISTOL, Oregon Food Bank

ROSEMARIE CORDELLO, Sustainable Development Commission

VERONICA DUJON, Portland State University/ Sustainable Development Commission

GREG HIGGINS, Higgins Restaurant

BETTY IZUMI, OSU Extension Service

NJERI KARANJA, Kaiser Permanente

STEVE OLSON, S.C. Olson Consulting

BRIAN ROHTER, New Seasons Market

MARCUS SIMANTEL, Retired Farmer

SHANNON STEMBER, Portland Public Schools

PENNIE TRUMBULL, The Marketing Director

PROJECT STAFF

MATT EMLÉN, Portland Office of Sustainable Development

MICHAEL ARMSTRONG, Portland Office of Sustainable Development

HALEY SMITH, AmeriCorps Member

AMY JOSLIN, Multnomah County Department of Business and Community Services

WENDY RANKIN, Multnomah County Health Department

INTRODUCTION

This report provides the findings and recommendations of the Food Policy Council, a citizen advisory panel created in June 2002 by the City of Portland and Multnomah County. Established as a subcommittee of the Sustainable Development Commission, the Food Policy Council was asked to provide advice on promoting a well-functioning regional food system. Its mandate was to:

1. Provide ongoing advice and input to City and County staff on food-related issues as needed.
 2. Develop a set of governing principles to guide future local government and community decision making related to food issues.
 3. Identify and report back to City Council and the County Board on options for improving:
 - a) local land use policies and rules related to food production and distribution;
 - b) methods for building regional demand for locally produced foods and food products;
 - c) City and County food purchasing policies and practices;
 - d) the availability of healthy, affordable food to all residents; and
 - e) the capacity of local communities to promote and engage in healthy food practices.
 4. Develop a workplan, proposed structure and potential sources of additional funding for the Food Policy Council in fiscal year 2003-04 and subsequent years.
-

FPC OUTREACH AND RESEARCH

The members of Food Policy Council represent a wide range of expertise on local food issues including hunger relief, nutrition, food business and industrial practices, local farming, community education and institutional food purchasing and practices. FPC used a variety of outreach and research activities to fulfill its charge.

Food Policy Inventory – FPC interviewed City and County staff to identify ways that local government policies and actions affect the production, distribution and disposal of food.

Community Interviews – FPC attended a variety of events to hear residents' ideas for improving food access in their neighborhoods and for expanding purchases of regionally-produced food. FPC also attended meetings with growers to gather their ideas on strategies to support regional agriculture.

Institutional Purchasing Survey – FPC partnered with Community Food Matters, a local non-profit project, to investigate regional and sustainable food purchasing by institutions. This project surveyed opinions of growers, distributors and purchasers such as hotels, jails, schools and corporate campuses.

Food Access Map – FPC initiated a project with Metro to create a geographical information system (GIS) map of grocery stores, farmers' markets, emergency food locations and community gardens in Multnomah County. This tool helps to identify areas with inadequate food access.

Subcommittees — For each area identified in its charge (3a-3e, above), FPC formed a subcommittee including other community members with relevant expertise. These subcommittees conducted research and developed a set of recommendations for consideration by the full Council. The recommendations presented in this report are high-priority items gleaned from the work of these five subcommittees.

Several Americorps members provided support for research and outreach activities. Additional staff support was provided by the Multnomah County Departments of Health and Business and Community Services and by the City of Portland Office of Sustainable Development.

REPORT ORGANIZATION

The first section of this report, **Governing Principles**, explains why food policy is important for local government and outlines the values of a sustainable food system. The subsequent chapters present six key strategies identified by FPC. For each, the report documents the local need and recommends specific actions for local government.

- Plan for food access
- Increase visibility of regional food
- Support food and nutrition programs
- Model purchasing practices
- Defend land use laws
- Implement awareness campaigns

In addition, more extensive findings and recommendations are presented in the complete reports of FPC's subcommittees. These are available from the Office of Sustainable Development www.sustainableportland.org.

RECOMMENDATIONS

FPC has outlined how local government can influence the food system, supporting existing community efforts and catalyzing further action.

Governing Principles - The Food Policy Council maintains that local government should begin by adopting governing principles that affirm its commitment to promote, support and strengthen a healthy regional food system.

High-Priority Actions - FPC recommends the following actions for immediate implementation by the City and County. Additional recommendations are provided in subsequent sections.

Pilot Project in Low-Income Areas: Focused effort is needed in low-income areas where food access problems are particularly acute.

City: Conduct a pilot planning process, conducting outreach to residents and working with community partners to develop solutions such as expanding retail options, developing farmers' markets, creating community gardens, or expanding access to federal or state food and nutrition programs.

County: Identify areas with food access barriers through GIS mapping, data collection and analysis.

Institutional Purchasing: Government can lead by example, using its purchasing power to support a healthy regional food system. The starting point is building connections with regional food suppliers.

County: Incorporate sustainability criteria into food purchases for correctional facilities.

Summer Food Program: Of children who use the school lunch program during the school year, less than 25% access summer food programs.

City: Implement Portland Parks & Recreation activities and facility improvements in order to increase the low-income kids participating in Summer Food Programs.

Farmers' Markets and Public Market: These venues will provide a foundation for building the regional food economy and raising public awareness.

City:

1. Create policies supporting the use of public sites for farmers' markets and the development of a network of permanent market sites.

2. Support current efforts to establish a public market in Portland.

County: Improve access to farmers' markets for food stamp users, and increase use of the Farmers' Market Nutrition Program by raising awareness of farmers' market dates and times, using promotional strategies that fit the culture of specific communities

Land Use Policy - The Food Policy Council maintains that the City of Portland and Multnomah County should play a leading role in defending and promoting agricultural interests at the Metro and state levels. The Food Policy Council is available to meet periodically with City Council and County Board members to discuss current issues of concern to regional farmers.

Continued Work of Food Policy Council - In order to make the improvements necessary to support the health of our citizens, the food sector of our economy and our environment, the City and County will need the support and expertise of the Food Policy Council. Therefore, the Council seeks to continue its work providing guidance for food policy initiatives.

GOVERNING PRINCIPLES

The Portland region's current food system is fraught with both challenge and opportunity.

- The Willamette Valley is one of two valleys that comprise the fifth most threatened agricultural region in the nation. (American Farmland Trust, 1997)
- Oregon loses 11,860 acres of farmland every year to development. (USDA 1997 National Resource Inventory)
- Even if we are able to protect our farmland we cannot guarantee that there will be people to farm the land. The average age of Oregon farmers is 55 and only 5% are under the age of 35.
- Our food supply is becoming increasingly globalized. Food in the United States now travels between 1,500 and 2,500 miles from farm to table, as much as 25 percent farther than two decades ago (Worldwatch Institute). This globalization is taking an enormous toll on the environment.
- The global food supply is dominated by large agribusinesses that use farming practices that deplete the soil and pollute our water and air. Excessive nonrenewable resources such as petroleum are used in transport and for chemical inputs.
- Portland, as the state's largest city, plays its role in according Oregon the dubious distinction of being #1 in hunger. One out of seven Oregon households (14.3%) were food insecure, and 6.2% of these households were food insecure with hunger (Brandeis University Center on Hunger and Poverty, 2002).
- Over half (54%) of Multnomah County adults are overweight or obese; leading to diabetes, heart disease and other preventable ailments. The lack of access to nutritious food is a key factor in causing obesity.

But opportunities for change abound.

- This region has 14 thriving farmers' markets where regional farmers supply fresh produce and other food products to urban residents. Portlanders are avid gardeners.
- The City's community garden program is widely subscribed and, in some parts of Portland, there are waiting lists of up to three years for garden spaces.
- Successful community-oriented retailers are bringing regional and often organic foods to citizens at affordable prices.
- The region's non-governmental sector provides services such as assisting low-income residents in growing their own food, creating access to urban agriculture and effectively distributing emergency food supplies throughout the region.
- Most importantly, citizens are increasingly engaged in this issue, in part perhaps because of their concerns about the safety of their food supply in the wake of genetic engineering, food-borne bacteria scares, and concerns that terrorism may interrupt a food delivery system based on long-distance transport.

Governing Principles - The City of Portland and the County of Multnomah will promote, support and strengthen a healthy regional food system, based upon the following principles:

1. Every City and County resident has the right to an adequate supply of nutritious, affordable and culturally appropriate food (food security).
2. Food security contributes to the health and well-being of residents while reducing the need for medical care and social services.
3. Food and agriculture are central to the economy of the City and County, and a strong commitment should be made to the protection, growth and development of these sectors.

4. A strong regional system of food production, distribution, access and reuse that protects our natural resources contributes significantly to the environmental and economic well-being of this region
5. A healthy regional food system further supports the sustainability goals of the City and County, creating economic, social and environmental benefits for this and future generations.
6. Food brings people together in celebrations of community and diversity and is an important part of the City and County's culture.

In order to play its role in creating a healthy regional food system, the City and County will:

1. support an economically viable and environmentally and socially sustainable local food system
2. enhance the viability of regional farms by ensuring the stability of the agricultural land base and infrastructure and strengthening economic and social linkages between urban consumers and rural producers
3. ensure ready access to quality grocery stores, food service operations and other food delivery systems
4. promote the availability of a variety of foods at a reasonable cost
5. promote and maintain legitimate confidence in the quality and safety of foods available
6. promote easy access to understandable and accurate information about food and nutrition

PLAN FOR FOOD ACCESS

GOAL: Develop community-based solutions for areas with inadequate food access.

Just as local government works with communities to improve access to high quality transportation and housing, it has a key role to play in planning for adequate access to food in Portland neighborhoods and Multnomah County communities. Some areas need a full-service grocery store. Others need space for community gardens. Still others could benefit from farmers' markets or community supported agriculture. Community level planning can bring private and public partners together to find solutions for these and other food needs.

The need for this type of planning is particularly acute in lower-income neighborhoods where residents face many barriers to securing an adequate supply of nutritious, affordable and culturally appropriate food. In these cases where the market fails to provide adequate food options, nutrition and quality of life suffer, and local government can play a leadership role to stimulate action.

Findings Some areas of the Portland and Multnomah County lack sufficient access to fresh and healthy regionally grown food.

Outreach efforts with lower-income communities suggest several factors that prevent access to food: lack of retail options, limited access to transportation and lack of money.

Small convenience stores are concentrated in low-income areas and usually offer higher prices, a limited selection, and predominately less healthy food.

Fifty-four percent (54%) of Multnomah County residents are overweight or obese, leading to diabetes, heart disease and other preventable ailments. Paradoxically, obesity exists in low-income areas among those who often do not have an adequate supply of food available. Lack of access to healthy foods and the low cost of high-sugar, high-fat foods are among the many contributing factors. Obesity-related health problems cost the US over \$115 billion in 2000.

Case in Point Getting people to food — The Food Policy Council of Austin, Texas worked with the Transit Authority to design a route circulating from public housing units and eastside neighborhoods

to supermarkets and other important community services.

Getting food to people — Residents of West Oakland, California persevered for five years to recruit a grocery store for their neighborhood, a low-income area where many people rely on public transportation. After being turned down by major chains, the neighbors finally succeeded in attracting a local grocery. The city provided an incentive by dedicating \$500,000 in redevelopment funds for renovation of a building.

Recommended Actions

- 1 Identify areas with food access barriers. In partnership with Metro, FPC has begun mapping food access using a geographic information system.
- 2 Conduct a pilot planning effort in a low-income neighborhood with inadequate food access. This would include:
 - a) Conducting outreach to residents to identify food needs and barriers
 - b) Working with community partners on food access strategies including recruiting stores, improving transportation, expanding community gardens, or increasing farm direct opportunities
- 3 Establish neighborhood standards for food access – akin to parks access standards – and incorporate into ongoing planning efforts.

INCREASE VISIBILITY OF REGIONAL FOOD

GOAL: Promote regional food products and producers through a combination of farm-direct sales, farmers' markets, the proposed public market and grocery stores.

In an increasingly global marketplace, supporting regional food is important for preserving the viability of Oregon agriculture. Venues such as farmers' markets and the envisioned public market in Portland provide a foundation for promoting regional agriculture. They also energize business districts and add vibrancy to urban culture. These efforts are already underway and generating widespread enthusiasm. To realize their potential, they need planning and infrastructure support from local government. Securing permanent sites is critical, and planning for these should be integrated with implementation of the region's 2040 plan and Portland Parks & Recreation's 2020 Vision. For instance, farmers' markets complement the regional vision for a network of town centers with urban plazas. Strong farmers' markets and the public market will catalyze regional food sales through a variety of other avenues.

Findings Farmers' markets serve as business incubators which play an important role in securing Oregon family farms. Of the growers at farmers' markets:

- 43% indicate that they began their agricultural operation with sales from farmers markets.
- 44% are full-time growers.
- 54% have made business contacts through the markets.
- 32% have started to do additional processing to add value to their products.

Farmers' markets will be at risk until they secure permanent sites. Nearly all the Portland metropolitan area farmers' markets have been forced to relocate one or more times in the last ten years. In addition, some farmers' markets are subject to temporary displacement one or more times per season due to conflicting events that pre-empt use of their sites.

Farmers' markets complement Metro's 2040 plan and its town center concept, but plans do not currently include the farmers' markets in these areas.

Farmers' markets become a meeting place for neighborhoods, offering a venue for commu-

nity building and educational efforts.

A public market in Portland will serve many needs: an educational forum about the value of regional food; a link between urban and rural Oregon; a showplace that presents the best of Oregon agriculture to visitors and Portlanders; a year-round retail outlet for regional food producers (including fishermen, butchers, cheesemakers, and others that produce year-round); and a new public space that celebrates the cultural diversity of the city.

Case in Point When a new library was built in Beaverton, the City of Beaverton planned a multi-use space that could accommodate a farmers' market and support other public events. The market draws 12,000 weekend visitors who come to shop, play in a fountain and check out books. It is also open on Wednesday evenings, bringing life to the area mid-week.

Recommended Actions

- 1 Create policies supporting use of public space for farmers' markets. Review site requirements for farmers' markets (e.g. surfaces, utilities) when developing public spaces. Designate a city staff person to coordinate with farmers' markets.
- 2 Plan for a network of permanent market sites throughout Portland and Multnomah County. Explore creating multifunctional urban plazas in designated town centers.
- 3 Support current efforts to establish a public market in Portland.

SUPPORT FOOD & NUTRITION PROGRAMS

GOAL: Expand access to federal and state food and nutrition programs for low-income people

Widespread hunger in Portland and Multnomah County could be mitigated by improving access to federal and state food and nutrition programs for low-income residents. If local governments don't play their role assisting people to participate, local residents don't receive their share of federal benefits. The County serves as the point of intake and education for the Women, Infants, and Children Program (WIC) and the Farmers' Market Nutrition Program (FMNP), which provides coupons for fresh produce at farmers' markets. City Parks and Recreation provides programming that attracts kids to Summer Food Programs. Several elements of this local partnership have recently been eliminated or curtailed, and this lack of investment risks higher health care expenses in the future.

Findings Oregon's rate of hunger is nearly double the national average:

- One in 17 households is hungry.
- 14.3% are food insecure (have experienced the limited or uncertain availability of nutritionally adequate and safe food).
- 40% of those receiving emergency food are children age 17 and under.

Of kids who receive free and reduced price lunches at school, less than 25% participate in the Summer Food Program. Participation could be increased by providing activities such as those offered by Portland Parks & Recreation.

USDA's Food Stamp Program is the nation's largest food assistance program for low-income people, but less than 70% of eligible Oregonians receive this aid.

Improve access to farmers' markets for food stamp users, and increase use of the Farmers' Market Nutrition Program by raising awareness of farmers' market dates and times, using promotional strategies that fit the culture of specific communities.

Only 25% of Multnomah County WIC participants have access to Farmers' Market Nutrition Program (FMNP) coupons.

Transportation and language barriers limit participation in FMNP.

WIC and the Senior Farmers' Market Nutrition Program are crucial for the success of farmers' markets in low-income neighborhoods. These accounted for 75% of sales at the Lents Community Market in 2002.

Farmers' markets can't accept food stamps because they don't have the equipment to process electronic benefits cards.

Multnomah is the only county in Oregon that does not provide support for an OSU Extension office. Its programs leverage multiple funding sources and play a key role in providing community based education relating to nutrition and community based food production.

Case in Point Counties in Oregon support the WIC program by providing in-kind administrative support such as use of vehicles, office space or computers. This expands the number of clients the programs can serve.

Recommended Actions

- 1 Implement Portland Parks & Recreation activities and facility improvements in order to increase the low-income kids participating in Summer Food Programs.
- 2 Increase participation in WIC and food stamps by providing local funds.
- 3 Provide the support necessary to operate FMNP and OSU Extension Service Office programs.
- 4 Improve access to farmers' markets for food stamp users, and increase use of the Farmers' Market Nutrition Program. This could include:
 - a) Raising awareness of market dates and time, using promotional strategies that fit the culture of specific communities.
 - b) Improving transportation to the farmers' markets through free bus rides, walking maps, or other means.
- 5 Encourage city and county programs to provide food stamp applications to their clients.

MODEL PURCHASING PRACTICES

GOAL: Apply sustainability criteria to food purchases of local government.

Large institutions can play an instrumental role in creating market opportunities for new products, local producers and emerging businesses. Government agencies in particular can lead by example because their purchasing decisions receive public attention. Local government can influence food purchasing practices in direct and indirect ways. In limited cases, such as the jail system, local government is a direct purchaser of food. In other cases, local government sponsors events or meetings where food is served. Local government may indirectly influence food purchases in instances where restaurants or concessions are operated on publicly-owned buildings and park facilities. In all of these settings, local government should seek ways to support the values of a sustainable food system (as outlined in the Governing Principles for Food). The starting point is building connections with regional food suppliers.

Findings Multnomah County Corrections serves approximately 1,960,000 meals annually at a cost of more than \$2.6 million.

Formal purchasing preferences for regional products may face legal barriers or generate reprisals from other locales.

Local government can pass resolutions encouraging regional food purchases, and purchasers can establish product preferences in terms of freshness or production practices (e.g. Food Alliance certified).

Seasonal produce from within the region often costs less, even when purchasing at an institutional scale. Purchasers can plan menus to take advantage of seasonal products.

Most institutional purchasers have contracts with large distributors who supply their food products. Most distributors don't typically inform their customers where products come from, but some carry regional products or can source them when asked. Many products, such as dairy, are routinely sourced regionally.

Institutions can expand their options for buying regionally when contracts permit the institution to occasionally buy directly from farmers.

A number of private and non-profit sector efforts support sustainable food purchasing:

- The Food Alliance, a certifier of sustainable growers, promotes its growers to institutional purchasers. For some institutions, this is easier than dealing directly with many individual growers.
- The state of Washington actively promotes purchasing from Washington growers.
- A number of state and non-profit groups are working to develop databases and web tools that match regional growers and purchases.

Portland Public Schools Nutrition Services will draft a template for environmentally sustainable food purchasing and will pilot "Best Value" procurement to increase purchases of regionally produced foods.

A shift to regional or sustainable foods can be driven by strong customer demand at any level — end consumers, institutional purchasers, food service companies or distributors.

Case in Point Students at Portland State University organized a campus café that features regional and sustainably-produced foods. Their efforts paved the way for an agreement between the campus food service vendor and the Food Alliance. Under this agreement the Food Alliance identifies regional, sustainably produced foods that the food service vendor can purchase.

Recommended Actions

- 1 Incorporate sustainability criteria into food purchasing contracts issued by City and County agencies. Focus on criteria that will help build connections with regional food suppliers.
- 2 Create sustainability guidelines that the City and County can use for catered events, meetings, and conferences.
- 3 Develop sustainability criteria for restaurants or concessions that use property owned by the City or County.
- 4 Encourage relevant City and County staff to take advantage of web resources and events that build relationships between regional food suppliers and purchasers.

DEFEND LAND USE LAWS

GOAL: Maintain and strengthen existing land use regulations.

Agriculture is not confined to rural Oregon. Five of the top six agricultural producing Oregon counties are located within an hour's drive of Portland or Eugene. Clackamas County is ranked #2 and Washington County is #3. Multnomah County, the county with the state's smallest land area and the largest and most densely settled population, ranks #15. This is possible because suitable land remains available for farming, the infrastructure needed to farm is available, and farmers are still able to farm with limited conflicts.

Oregon maintains the agricultural land base through the use of urban growth boundaries (UGBs), exclusive farm use (EFU) zoning, and tax policy that assesses EFU zones at farm value, not speculative value. These protections have prevented many farm areas from becoming large-lot rural subdivisions and estates, but farms are still threatened, and the land use system faces continual challenges.

Findings

Agriculture remains an important industry in the metro area. Like other industries, agriculture needs to be able to not only maintain its level of production, but also to grow as an industry.

Most commercial agriculture depends on large parcels for efficient farm operations.

Micro agriculture is a small part of Oregon agriculture but it is growing in importance in the metro area. Areas that in the past were deemed to not be agricultural land (thus not zoned as such) now support intensive high-value agriculture.

Urban zoning that prevents or discourages greater housing density in town centers promotes sprawling urban development which threatens farm land and discourages the viability of town centers and viable farmers' markets.

Land speculation, especially in the metropolitan fringe areas, continues to be a very real problem for farmers because it drives land prices up too high for farmers to compete. This thwarts prospective farmers from getting started.

The siting of non-farm dwellings in farming areas remains contentious due to conflicts between rural residences and farm operations. In addition, non-farm dwellings take land out of agricultural production.

Cities (urban areas) continue to look to agricultural lands to provide for urban needs (e.g., utility siting, parks, transportation).

Case In Point In 1998, the Shelton, Conn. Conservation Commission adopted a plan to provide for the purchase of agricultural easements by the city. The city pays the farmer to relinquish the right to sell or develop the land for non-agricultural or non-forestry uses. Farmers continue to own and work the land, and may sell it to other farmers, but the city holds an easement, or deed, to all future development.

Recommended Actions

- 1 Participate at the local, regional and state levels to support and defend existing laws that protect agriculture from conflicting uses. Examples include:
 - Support and encourage Metro's efforts to recognize agriculture as an industrial use of land.
 - Advocate at the state level to change the current standard that requires Metro to review the urban growth boundary every five (5) years to every ten (10) years.
 - Monitor and respond to legislative efforts to undermine the land use system.
- 2 Continue to encourage and promote the development of town centers and the more efficient use of land over the expansion of urban growth boundaries.
- 3 Investigate an agricultural conservation easement program for small farms in the fringe areas along the existing UGB by identifying specific properties and exploring various funding sources.
- 4 Plan for the siting of urban facilities/utilities within the urban growth boundary.

IMPLEMENT AWARENESS CAMPAIGNS

GOAL: Support public campaigns that promote healthy eating and regionally produced food.

Large-scale public campaigns have succeeded in persuading residents not to smoke and to recycle their trash. These efforts have raised awareness and understanding of the issues involved, and they have included strategies specifically designed to support people in switching to new behaviors. Similar efforts are needed to target consumer food choices, promoting both healthier eating and patronage of regional producers.

Such campaigns can involve many public and private partners, but government plays a key role in coordinating efforts and in securing a funding stream as in the case of tobacco (taxes on tobacco products) and recycling (fees charged to garbage haulers). A food choices campaign would yield both economic and health benefits for the region.

Findings

Only 24% of Oregonians consume the recommended five daily servings of fruits and vegetables. Raising this percentage is one target of *Oregon's Statewide Public Health Nutrition Plan*.

Eating more fruits and vegetables is associated with a lower risk for many cancers and other chronic diseases.

Type 2 diabetes, elevated cholesterol, and high blood pressure occur with increased frequency in overweight children and adolescents. In 2001, 28% of Oregon eighth graders and 21% of eleventh graders were overweight. The percentage of eighth graders who are overweight has increased nearly 50% within the last two years.

The food industry spent \$25 billion on advertising and promotions in 2000. The federal government's Five-a-Day campaign spends only \$3.6 million each year.

Several community organizations such as the African American Health Coalition and OSU Extension Service have programs to promote healthier diets.

Case In Point

Oregon's comprehensive tobacco prevention and education campaign has succeeded in changing habits and improving public health. Results include:

- a 28 percent drop in smoking among pregnant women between 1996 and 2001 — a decline almost three times the national rate.
- 2,600 fewer 11th grade males chewing tobacco in 2003 than in 1997. The rate dropped from almost 28 percent in 1997 to just 12.5 percent in 2002 — a 45 percent decline compared to the national reduction of 20 percent.

Recommended Actions

- 1 Develop campaign funding sources and partnerships with community-based programs working in this area.
- 2 Use the Businesses for an Environmentally Sustainable Tomorrow (BEST) awards to recognize businesses that promote healthier options or that purchase or produce regional, sustainable food.
- 3 Develop educational programs for students. These could include apprenticeship programs in agriculture or home economics classes.
- 4 Convene a healthy schools summit focused on creating a healthy school nutrition environment for students in the local school districts. This would build upon several existing state-level initiatives¹ and would foster partnerships among school administration, teachers, students, parents and the community.

¹ The Oregon's Statewide Public Health Nutrition Plan and the Healthy Kids Learn Better Coordinated School Health Approach

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<http://healthoregon.org/hpcdp/physicalactivityandnutrition>

Oregon Department of Health Services, March 19, 2003 Press Release

FOOD POLICY COUNCIL (affiliations are provided for identification purposes only)

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- RACHEL BRISTOL, Oregon Food Bank
- ROSEMARIE CORDELLO, Sustainable Development Commission
- VERONICA DUJON, Portland State University/ Sustainable Development Commission
- GREG HIGGINS, Higgins Restaurant
- BETTY IZUMI, OSU Extension Service
- NJERI KARANJA, Kaiser Permanente
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- BRIAN ROHTER, New Seasons Market
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FOOD POLICY RECOMMENDATIONS EXECUTIVE SUMMARY

PORTLAND-MULTNOMAH FOOD POLICY COUNCIL

OCTOBER 2003





Project Background

This report provides the findings and recommendations of the Food Policy Council (FPC), a citizen advisory panel created in June 2002 by the City of Portland and Multnomah County. Established as a subcommittee of the Sustainable Development Commission, the Food Policy Council was asked to identify options for improving how the region's food system functions. It is comprised of business and community leaders with expertise spanning retail, restaurants, farming, hunger relief, land use, community education and institutional purchasing.

A Call To Action

- FPC's work responds to a food system that currently yields unacceptable results for Multnomah County residents.
- Some parts of the community lack sufficient access to fresh, healthy regionally-grown food.
- Oregon's rate of hunger is nearly double the national average: one in 17 households is hungry
- One in seven (14.3%) are food insecure (have experienced the limited or uncertain availability of nutritionally adequate and safe food)
- Over half (54%) of Multnomah County adults are overweight or obese, leading to diabetes, heart disease and other preventable ailments.
- Farmers in the region are threatened by challenges to the land use system and global competition.



Recommendations

Based on its research and input from a broad group of businesses, organizations and individuals, FPC has outlined how local government can influence the food system, supporting existing community efforts and catalyzing further action.

Governing Principles

The Food Policy Council maintains that local government should begin by adopting governing principles that affirm its commitment to promote, support and strengthen a healthy regional food system.

Land Use Policy - The Food Policy Council maintains that the City of Portland and Multnomah County should play a leading role in defending and promoting agricultural interests at the Metro and state levels. The Food Policy Council is available to meet periodically with City Council and County Board members to discuss current issues of concern to regional farmers.



High-Priority Actions

FPC recommends the following actions for immediate implementation by the City and County. The full report identifies additional actions.

Pilot Project in Low-Income Areas

Focused effort is needed in low-income areas where food access problems are particularly acute.

City: Conduct a pilot planning process, including outreach to residents and collaboration with community partners to develop solutions such as expanding retail options, developing farmers' markets, creating community gardens, or expanding access to federal or state food and nutrition programs.

County: Identify areas with food access barriers through GIS mapping, data collection and analysis.

Institutional Purchasing

Government can lead by example, using its purchasing power to support a healthy regional food system. The starting point is building connections with regional food suppliers.

County: Incorporate sustainability criteria into food purchases for correctional facilities.

Summer Food Program

Of children who use the school lunch program during the school year, less than 25% access summer food programs.

City: Implement Portland Parks & Recreation activities and facility improvements in order to increase the low-income kids participating in Summer Food Programs.

Farmers' Markets and Public Market

These venues will provide a foundation for building the regional food economy and raising public awareness.

City:

1. Create policies supporting the use of public sites for farmers' markets and the development of a network of permanent market sites.
2. Support current efforts to establish a public market in Portland.

County: Support current efforts to establish a public market in Portland.

County: Improve access to farmers' markets for food stamp users, and increase use of the Farmers' Market Nutrition Program by raising awareness of farmers' market dates and times, using promotional strategies that fit the culture of specific communities.

Continued Work of Food Policy Council - In order to make the improvements necessary to support the health of our citizens, the food sector of our economy and our environment, the City and County will need the support and expertise of the Food Policy Council. Therefore, the Council seeks to continue its work providing guidance for food policy initiatives.

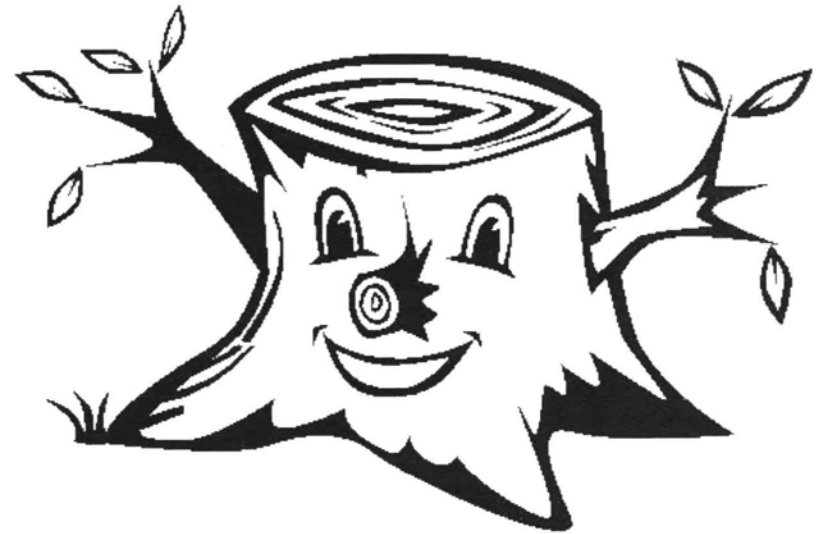


What would it take to be
paperless?

ENACT ‘E-paper’ subcommittee

Also known as:

- The “Save Stumpy” committee;
- The “Make Stumpy Smile” committee
- The “Make Stumpy an Endangered Species” committee





History of the project

- “E-paper” started approximately two years ago with an ENACT grant for purchase of Adobe Acrobat and licenses for Adobe Approval
- Subcommittee of ENACT was formed to implement this project and other paper reduction programs



History of the project

- In May, the Metro Council adopted Resolution 03-3338 which established a sustainable business model for this agency. The resolution calls for implementing a sustainable information management system that will “maximize efficient use of paper and electronic management of information.”



Project types

- Forms and processes
- Meetings
- Employee work stations
- Reducing external paper
- Communications



Feasibility factors considered in prioritizing projects

- What hardware and/or software would be needed
- Attitudes and habits that need to change
- Cost/benefit



Forms and processes

- Electronic forms library
- Ability to enter data into forms electronically
- Electronic budget manual
- Union contract on Intramet
- Electronic RFP process



Forms and processes

- Job postings and employment applications
- Electronic payroll process and pay stubs



Meetings

- Laptops and projectors instead of paper handouts
- Electronic meeting room
- Electronic note taking
- Wireless connections in conference rooms
- Download agendas and meeting materials
- Video conferencing



Employee workstations

- Training of employees to do tasks electronically rather than by paper

How?

Some examples of ways to use less paper that can be included in training or employee communication/prompts:

- Electronic storage and organization of emails
- Shortcut to web pages and documents on the Datawarehouse network
- How to download web documents
- Store documents that need to be shared with others in shared folders on Datawarehouse, use hyperlinks in e-mails
- Print double-sided documents, format pages to fit more information
- Use stick-on label rather than cover sheet for faxes
- Reuse paper that is printed on only one side—notepads from print shop or attach to a clipboard
- Set all printers and copiers to default to double-sided (not all printers can do this)



Barriers

- Not much expense (except copiers) but need attitude changes about paper use for some of these to be adopted.



Externally generated paper

- Reduce number of phone directories, incoming junk mail, outgoing “snail mail”
- Request newsletters electronically



Internal communications

Documents other than forms that pass between employees:

- procedural manuals
- training materials
- memoranda
- staff reports
- operational reports
- work papers
- diagrams and drawings
- etc.



What's next?

- Finalize survey data
- Finish drafting tips—post on intranet and send in e-mails
- Training: meet with IT, develop training program, recruit training intern
- Implement Adobe Approval and electronic form submission

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF DIRECTING THE)	RESOLUTION NO. 03-3338
METRO CHIEF OPERATING OFFICER TO)	
ESTABLISH A SUSTAINABLE BUSINESS)	Introduced by Councilor Susan McLain
MODEL FOR METRO DEPARTMENTS AND)	
FACILITIES AND TO UNDERTAKE)	
RELATED DUTIES)	

WHEREAS, in ordaining the Metro Charter, the people of the Metro region established a regional government that undertakes, as its most important service, planning and policy making to preserve and enhance the quality of life and the environment for themselves and for future generations; and

WHEREAS, Metro Code 2.04.580 establishes recycling coordinating committees for Metro facilities that provide annual recycling plans and requires a procurement program for recycled-content products that provides a 10 percent price preference for recycled-content purchases and an annual report to the Metro Council on this activity; and

WHEREAS, Metro Executive Order 60 establishes an integrated pest management policy for Metro facilities to provide a quantifiable monitoring program that serves as a model for local governments and home owners; and

WHEREAS, in 1999 the Metro Executive Officer convened the Metro Environmental Action Team (ENACT) consisting of Metro employees from each department and MERC facility to evaluate different sustainability models and to meet with local governments and businesses to review their sustainability programs; and

WHEREAS, thereafter ENACT recommended providing \$165,000 in funding for 33 projects that demonstrated the breadth of opportunities at Metro facilities and operations to make such facilities and operations more resource-efficient and to reduce environmental impacts; and

WHEREAS, ENACT also has provided training to more than 50 employees in the Natural Step sustainability model and specific applications of that model, including sustainable paving and construction practices, sustainable purchasing methods, use of methods of measuring environmental impacts of operations; and sustainable computer purchasing, use and recycling practices; and

WHEREAS, ENACT also has identified opportunities for reducing the environmental impact of the Metro information delivery by reducing information travel time, storage space and paper use; and

WHEREAS, ENACT also provided oversight of an 2001 environmental audit of Metro facilities' use of energy, including transportation, and water has identified cost-effective opportunities to increase savings and reduce environmental impacts in these areas; and

WHEREAS, the implementation of a coordinated sustainability business model for Metro departments that incorporates the recycling coordinating committee, includes Metro's integrated pest management policy and utilizes the Metro Environmental Action Team would help Metro's

internal business operations fulfill the mission of sustainability at Metro's own facilities and be a model to visitors, suppliers, service providers, contractors and employees; and

WHEREAS, Metro desires to work cooperatively with other Oregon governmental agencies and businesses that are integrating sustainability into their operations;

WHEREAS, sustainable purchasing efforts have become a priority for Oregon state and local governments and provide an opportunity for Metro to leverage its \$90 million in annual purchases and an average of \$30 million in annual contracts to support sustainable products and services; now therefore,

BE IT RESOLVED,

The Metro Council directs the Chief Operating Officer to:

- (a) Direct creation of a Metro a sustainable business model that includes:
 - (i) A vision statement that provides that Metro business practices shall be sustainable by 2025;
 - (ii) A set of values to guide the development of Metro's sustainable strategies and actions that is consistent with the vision statement and with the conditions set forth in The Natural Step sustainability system ; and
 - (iii) A set of quantitative, aspirational goals that (A) is consistent with the vision statement and the set of values; (B) includes but is not limited to the goals set forth on Exhibit A; and (C) provides the direction and motivation for improvement in Metro's business practices toward sustainability and the means to measure progress toward sustainability.
- (b) Utilize ENACT (i) to develop the sustainable business model set forth in sub-section (b); (ii) to implement such model; and (iii) to provide leadership; education; recommendations for projects; and co-ordination of Metro's recycling coordinating committees and integrated pest management policy.
- (c) Implement a sustainable information management system that will maximize efficient use of paper and electronic management of information, which will reduce costs, staff time, resource consumption environmental impacts, while providing greater public access to information about Metro's activities; and
- (d) Evaluate accounting mechanisms by which departments that make the capital investment in resource-efficient materials and services are able to receive operational savings even if those savings might accrue to another department; and

\\

(e) Report to the Metro Council annually by January 31 on progress made toward sustainability goals and program accomplishments for the previous fiscal year and provide a proposed work plan for the following fiscal year.

ADOPTED by the Metro Council this 22nd day of May 2003.


David Bragdon, Council President

Approved as to form:

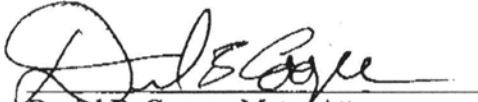

Daniel B. Cooper, Metro Attorney



EXHIBIT A
Resolution 03-3338

**Metro Environmental Action Team (ENACT)
Internal Sustainability Goals for Metro Facilities and Operations**

GOAL 1: Zero net increase in carbon emissions

GOAL 2: Zero discharge of persistent bio-accumulative toxins.

GOAL 3: Zero waste disposed and incinerated.

GOAL 4: Fifty percent reduction in water consumption.

GOAL 5: Zero net loss of biodiversity and productive healthy habitat for forests
and riparian areas.

DRAFT RSIA/Title 4 Proposal

Derived from the MTAC's Option 2 recommendation to MPAC

12/3/03

Overall Concept:

- Reduce RSIA: Map as RSIA only those areas near significant freight transportation facilities and freight corridors
- Limit non-industrial uses in remaining Industrial Areas to ensure efficiencies

Revisions to Title 4:

- Remove 1,000 employee size requirement for corporate headquarters
- Remove transit requirement for corporate headquarters and research and development
- Allow division of large parcels (50 acres or larger) by master plan after initial industrial development, leaving 30-acre parcel and limiting uses of new parcels to industrial use
- Offices for industry: OK
- Research and development offices: OK
- Retail commercial (stores, restaurants, etc.)
 - RSIA: OK within 5 percent cap (existing uses count toward cap)
 - Industrial Areas: OK within 10 percent cap (existing uses count toward cap)
- Non-industrial offices/services (call centers; clinics; profess'l services; training facilities;etc.)
 - RSIA: OK within 5 percent Retail commercial cap
 - Industrial Areas: OK within 10 percent Retail commercial cap
- Corporate headquarters
 - RSIAs: Industrial headquarters OK; No non-industrial headquarters
 - Industrial Areas: Any headquarters OK, but non-industrial headquarters within cap
- Airports: Non-industrial uses allowed outside caps
- Conversion to non-industrial use: OK within Retail commercial cap

120903c-07



DRAFT

December 11, 2003

The Honorable Stuart Foster, Chair
Oregon Transportation Commission
355 Capitol St. NE Room 101
Salem, OR 97301-3871

Re: Proposed Amendments to Policy 1B of the Oregon Highway Plan

Dear Commissioner Foster:

During the past two years, Metro and our local partners in the region have been involved in ODOT efforts to establish Special Transportation Areas (STAs) that correspond to our Boulevard designations and to update the Oregon Highway Design Manual (OHDM) to allow more streamlined development of Boulevard projects. We are, therefore, pleased that the Commission is moving ahead to establish more effective provisions in the Oregon Highway Plan (OHP) to create and implement these districts.

We support the STA designations proposed for the Metro region and are anxious for these designations to move forward where the necessary planning to justify the designation has clearly taken place. We urge the Commission to designate this first round of proposed STAs and any necessary amendments to the Highway Plan on January 14 to allow these designations to occur. We also recommend the Commission provide additional incentives, such as funding for projects and planning, to implement the policy objectives outlined in the proposed amendments. We have done this in the Metro region through our Boulevard Program. Since 1998, we funded more than \$20 million in boulevard projects through our Metropolitan Transportation Improvement Program.

We appreciate the additional time you provided for stakeholder review of the proposed amendments to Policy 1B of the Highway Plan. However, many of the concerns raised in our letter and testimony last month remain. As we indicated in our letter last month,

- It is important that the proposed OHP amendments be expanded to provide adequate guidance on a process to address future STA designations.

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- As proposed, the State's STA management plan requirement does not apply to NHS routes. We recommend that management plans be required for STAs located on the NHS, OHP Freight System Map and/or MPO/Regional Freight System.
- It is important that Metro and other Metropolitan Planning Organizations/regional governments be involved in the development of STA management plans to ensure the plans adequately address regional goals and policies. We recommend Policy 1.B. be revised to include MPO's/regional governments in the development of STA management plans and that the management plans be approved by local governing bodies and the Commission through a public process. This would provide for a forum for discussing the plans in an open manner that involves all key stakeholders and to better coordinate land use and transportation planning at the local, regional and state levels.
- It is likely that ODOT will complete improvements to several facilities in the Metro region prior to a jurisdictional transfer, and it is important that any improvements be allowed to use the STA design standards.
- ODOT preservation and safety projects in STAs should also address the STA design standards as they provide a significant opportunity to leverage the long-term vision for these areas.
- The OHP amendments and OHDM design standards do not provide adequate guidance on how the facility's design should transition into an STA. The STA design standards are intended to allow for slower traffic speeds and enhanced pedestrian, bicycle and transit accessibility. We strongly believe the design transition should occur outside of the area designated as a STA to better support these goals and that additional guidance on this implementation issue be provided.
- We recommend that the OTC serve as the approval body for the Oregon Highway Design Manual and that updates to the manual be completed soon. While some past editions have been developed and adopted administratively, our belief is that transportation engineering is an increasingly important part of the larger planning process, sets important statewide policy and thus must be conducted in full view of the public. While it is not possible for the Commission to link completion of the OHDM to your actions on STAs and Policy 1B at this time, future updates to the design manual should occur through a public process that is ultimately approved by the Commission for use by state highway engineers.

In addition to these comments, we offer the following text changes, shown in strikethrough and underscore, for your consideration:

- Revise references to RTP freight systems to be consistent throughout the policy document as follows, "~~RTP~~ MPO/regional freight systems"

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- Revise page 4 “Planning for and Managing Highway Segment Designations” to clarify that all Highway Segment Designations should require clearly defined boundaries identified by milepoint and nearest cross street regardless of whether a management plan is required.
- Page 5, fifth bullet, “Streets designed with a pedestrian orientation and for the ease of crossing by pedestrians.”
- Page 5, seventh bullet, “Adjacent land uses that provide for compact, mixed-use development with building oriented to the street.”
- Page 5, eighth bullet, “A well-developed parallel and interconnected street network to facilitate local automobile, bicycle, transit and pedestrian circulation except where topography severely constrains the potential for street connections.”
- Page 10, Action 1.B.3., “Written management plans are required for STAs, UBA’s or Commercial Centers on designated National Highway System (NHS) Routes, OHP Freight Routes and Regional Transportation Plan (RTP) Metropolitan Planning Organization(MPO) /regional-freight systems.”

We wish to thank the Commission for its dedication to the STA concept, and current effort to ensure that the program succeeds. We understand that the designation and development of STAs is still relatively young, and recognize that future amendments to the OHP may be needed to resolve additional issues that come to light during implementation. We look forward to working with you in the future to implement STAs in this region and to bring our 2040 vision to reality.

Sincerely,

David Bragdon, President
Metro Council

Rod Park, Deputy President
Metro Council

Chair,
Joint Policy Advisory Committee on
Transportation

cc: *Pat Egan, Office of the Governor*
Randy Franke, Chair, Land Conservation and Development Commission
Bruce Warner, Director, Oregon Department of Transportation
Cathy Nelson, Technical Services Management, Oregon Department of Transportation
Ken Strobeck, League of Oregon Cities
Xavier Falconi, President, Oregon Institute of Transportation Engineers
JPACT