

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

A RESOLUTION ADOPTING BYLAWS	)	RESOLUTION NO. 91-1489B
FOR THE REGIONAL POLICY	)	
ADVISORY COMMITTEE	)	Introduced by the Executive
	)	Officer

WHEREAS Metro's regional planning program requires a partnership with cities, counties, and citizens in the region; and

WHEREAS That partnership is described in Goal I of the Regional Urban Growth Goals and Objectives, recommended to the Metro Council for adoption by the Urban Growth Management Plan Policy Advisory Committee; and

WHEREAS Implementation of that partnership is intended to occur, in large part, through the creation of an on-going Regional Policy Advisory Committee (RPAC) to advise and recommend actions to the Metro Council on ways to address areas and activities of metropolitan significance; and

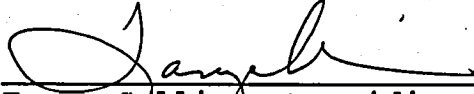
WHEREAS The Urban Growth Management Plan Policy Advisory Committee has prepared and proposed to the Metro Council a set of by-laws for RPAC which describe the membership, powers and duties of that committee; now, therefore,

BE IT RESOLVED,

1. That the by-laws for the Regional Policy Advisory Committee, dated August 1, 1991, and attached to this resolution as Attachment A, are hereby adopted.

2. That the Metro Council directs the Presiding Officer to initiate the creation of the Regional Policy Advisory Committee no later than January 1, 1992.

ADOPTED BY THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT  
this 26th day of September, 1991.

  
\_\_\_\_\_  
Tanya Collier, Presiding Officer

ATTACHMENT A

Regional Policy Advisory Committee By-Laws

August 1, 1991

Article I

This committee shall be known as the REGIONAL POLICY ADVISORY COMMITTEE (RPAC).

Article II

MISSION AND PURPOSE

Section 1. It is the mission of RPAC to advise and recommend actions to the Metro Council as it creates and implements a participatory regional planning partnership to address areas and activities of metropolitan significance.

Section 2. The purposes of RPAC are as follows:

- a. To provide advice and recommendations for the development and review of Metro's regional planning activities, including implementation of the Regional Urban Growth Goals and Objectives, development of new functional plans, and periodic review of the region's urban growth boundary.
- b. To create a forum for identifying and discussing areas and activities of metropolitan significance.
- c. To involve all cities, counties, and other interests in the development and implementation of growth management strategies.
- d. To coordinate its activities with the Joint Policy Advisory Committee on Transportation (JPACT) so that regional transportation planning is linked and consistent with regional growth management efforts.
- e. To review and comment, as needed, on the regional land use and growth management issues affecting or affected by local comprehensive plans or plans of state and regional agencies. RPAC is not intended to routinely review land use decisions or plan amendments in the region.
- f. To discuss and make recommendations on land use and growth management issues of regional or subregional significance.
- g. To establish a coordinating link with Vancouver and Clark County, Washington, and other parts of the state of Oregon to address land use and growth management issues of common interest.

Article III.  
COMMITTEE MEMBERSHIP

Section 1. Membership

a. The Committee will be made up of representatives of the following:

Multnomah County Commission	1
Citizens of Multnomah County	1
Largest City in Multnomah County (excluding Portland)	1
Cities in Multnomah County	1
City of Portland	2
Clackamas County Commission	1
Citizens of Clackamas County	1
Largest City in Clackamas County	1
Cities in Clackamas County	1
Washington County Commission	1
Citizens of Washington County	1
Largest City in Washington County	1
Cities in Washington County	1
Metro Council	2
State Agency Council	1
TOTAL	17

b. Members from jurisdictions shall be elected officials.

c. Alternates shall be appointed to serve in the absence of the regular members.

d. Members and alternates shall be capable of representing the policy interests of their jurisdiction, agency, or constituency at all meetings of the Committee.

Section 2. Appointment of Members and Alternates

a. Members and alternates from the City of Portland, the Counties of Multnomah, Clackamas, and Washington, and the largest cities of Multnomah, Clackamas, and Washington counties, excluding Portland, shall be appointed by the jurisdiction. The member and alternate will serve until removed by the appointing jurisdiction.

b. Members and alternates from the cities of Multnomah, Clackamas, and Washington counties, excluding Portland and the remaining largest city from each county, will be appointed by those cities represented and in a manner to be determined by those cities. The member and alternate will be from different jurisdictions. The member and alternate will serve two-year terms. In the event the member's position is vacated, the alternate will automatically become member and complete the original term of office.

c. Members and alternates from the Metropolitan Service District will be appointed by the Presiding Officer of the Metro Council and will represent a broad cross-section of geographic areas. The members and alternates will serve until removed by the Presiding Officer of the Metro Council.

d. Members and alternates representing citizens will be appointed using the following process:

1) Metro will advertise citizen openings on the Committee throughout the region, utilizing, at a minimum, recognized neighborhood associations and citizen planning organizations. Interested citizens will be asked to submit an application/statement of interest on forms provided by Metro.

2) Metro will collect the applications and sort them by county.

3) The members of RPAC from within each county will caucus by county, with Portland included in Multnomah County, to review the applications and select a citizen member and alternate from each county from that pool of applicants.

4) Citizen members and alternates will serve two-year terms. In the event the member's position is vacated, the alternate will automatically become the member and complete the original term of office.

e. Members and alternates from the State Agency Council will be chosen by the Chairperson of that body. The member and alternate will serve until removed by the Chairperson.

#### Article IV.

#### MEETINGS, CONDUCT OF MEETINGS, AND QUORUM

a. Regular meetings of the Committee shall be held monthly at a time and place established by the Chairperson. Special or emergency meetings may be called by the Chairperson or a majority of the members of the Committee.

b. A majority of the members (or designated alternates) shall constitute a quorum for the conduct of business. The act of a majority of those present at meetings at which a quorum is present shall be the act of the Committee.

c. Subcommittees to develop recommendations for RPAC may be appointed by the Chairperson. The Chairperson will consult with the full membership of the Committee at a regularly scheduled meeting on subcommittee membership and charge. Subcommittee members shall include RPAC members and/or alternates, and can include outside experts.

d. All meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

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

f. Unexcused absence from regularly scheduled meetings for three (3) consecutive months shall require the Chairperson to notify the appointing body with a request for remedial action.

g. The Committee shall make its reports and findings public and shall forward them to the Metro Council.

h. Metro shall provide staff, as necessary, to record the actions of the Committee and to handle Committee business, correspondence, and public information.

Article V.  
OFFICERS AND DUTIES

- a. The Chairperson and Vice-Chairperson shall be designated by the Metro Presiding Officer.
- b. The Chairperson shall preside at all meetings, and shall be responsible for the expeditious conduct of the Committee's business.
- c. In the absence of the Chairperson, the Vice-Chairperson shall assume the duties of the Chairperson.

Article VI.  
TECHNICAL ADVISORY COMMITTEES

- a. The Committee shall solicit and take into consideration the alternatives and recommendations of the appropriate technical advisory committees in the conduct of its business.
- b. Existing technical advisory committees for solid waste, urban growth management, water resources, and natural areas will be continued to advise on their respective subject areas.
- c. The Metro Council or the Committee can appoint special technical advisory committees as the Council or Committee determine a need for such bodies.

Article VII.  
AMENDMENTS

- a. These by-laws may be amended by a two-thirds vote of the full membership of the Committee and a majority vote of the Metro Council.
- b. Written notice must be delivered to all members and alternates at least 30 days prior to any proposed action to amend the by-laws.

Article VIII.  
SUNSET

- a. These by-laws shall be deemed null and void three (3) years from the date of their adoption by the Metro Council.
- b. Prior to adopting new by-laws for RPAC, the Metro Council, in consultation with the Committee shall evaluate the adequacy of the membership structure included in these by-laws for representing the diversity of views in the region.

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

A RESOLUTION ADOPTING BY-LAWS FOR )  
THE REGIONAL POLICY ADVISORY )  
COMMITTEE )

RESOLUTION NO. 91-1489A  
INTRODUCED BY THE  
EXECUTIVE OFFICER

WHEREAS Metro's regional planning program requires a partnership with cities, counties, and citizens in the region; and

WHEREAS That partnership is described in Goal I of the Regional Urban Growth Goals and Objectives, recommended to the Metro Council for adoption by the Urban Growth Management Plan Policy Advisory Committee; and

WHEREAS Implementation of that partnership is intended to occur, in large part, through the creation of an on-going Regional Policy Advisory Committee (RPAC) to advise and recommend actions to the Metro Council on ways to address areas and activities of metropolitan significance; and

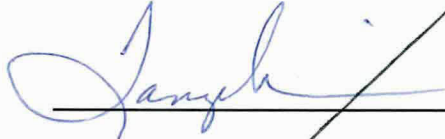
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2. That the Metro Council directs the Presiding Officer to initiate the creation of the Regional Policy Advisory Committee no later than January 1, 1992.

ADOPTED BY THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT this

\_\_\_\_\_ day of \_\_\_\_\_, 1991.



\_\_\_\_\_  
Tanya Collier, Presiding Officer

ATTEST:

\_\_\_\_\_

Clerk of the Council

ES/es: 8/1/91



Regional Policy Advisory Committee By-Laws

August 1, 1991

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This committee shall be known as the REGIONAL POLICY ADVISORY COMMITTEE (RPAC).

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MISSION AND PURPOSE

Section 1. It is the mission of RPAC to advise and recommend actions to the Metro Council as it creates and implements a participatory regional planning partnership to address areas and activities of metropolitan significance.

Section 2. The purposes of RPAC are as follows:

- a. To provide advice and recommendations for the development and review of Metro's regional planning activities, including implementation of the Regional Urban Growth Goals and Objectives, development of new functional plans, and periodic review of the region's urban growth boundary.
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TOTAL	18

b. Members from jurisdictions shall be elected officials.

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ADOPTED BY THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT this

\_\_\_\_\_ day of \_\_\_\_\_, 1991.

---

Tanya Collier, Presiding Officer

ATTEST:

---

Clerk of the Council

ES/es: 8/1/91

Regional Policy Advisory Committee By-Laws

August 1, 1991

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TECHNICAL ADVISORY COMMITTEES

- a. The Committee shall solicit and take into consideration the alternatives and recommendations of the appropriate technical advisory committees in the conduct of its business.
- b. Existing technical advisory committees for solid waste, urban growth management, water resources, and natural areas will be continued to advise on their respective subject areas.
- c. The Metro Council or the Committee<sup>[7]</sup> can appoint special technical advisory committees<sup>[, task forces, and other bodies]</sup> as ~~[it and]~~ the Council or the Committee determine a need for such bodies.

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- a. These by-laws may be amended by a two-thirds vote of the full membership of the Committee and a majority vote of the Metro Council.
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A RESOLUTION ADOPTING BY-LAWS FOR )  
THE REGIONAL POLICY ADVISORY )  
COMMITTEE )

PROPOSED  
RESOLUTION NO. 91-1489<sub>A</sub>  
INTRODUCED BY THE  
EXECUTIVE OFFICER

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WHEREAS That partnership is described in Goal I of the Regional Urban Growth Goals and Objectives, recommended to the Metro Council for adoption by the Urban Growth Management Plan Policy Advisory Committee; and

WHEREAS Implementing <sup>ation of</sup> that partnership is intended to occur, in large part, through the creation of an on-going Regional Policy Advisory Committee (RPAC) to ~~provide a forum for discussing, and~~ and recommend actions to advise the Metro Council on ways to address ~~areas and activities of metropolitan~~ significance; and

WHEREAS ~~Creating the RPAC requires by-laws which describe the membership, powers, and duties of that committee; and~~

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no later than January 1, 1992.

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\_\_\_\_\_ day of \_\_\_\_\_, 1991.

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Tanya Collier, Presiding Officer

ATTEST:

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Clerk of the Council

ES/es: 8/1/91

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STAFF REPORT

RESOLUTION NO. 91-1489:      A RESOLUTION ADOPTING BY-LAWS FOR THE  
REGIONAL POLICY ADVISORY COMMITTEE

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August 1, 1991

Staff: Richard H. Carson  
Ethan Seltzer

Background

The Urban Growth Management Plan Policy Advisory Committee (PAC) has recommended the Regional Urban Growth Goals and Objectives (RUGGO's) to the Metro Council for adoption. The RUGGO's have two main goals. The first, Goal I: Regional Planning Process, provides a written description of the way in which Metro will address areas and activities of metropolitan significance, consistent with its enabling statute (ORS Chapter 268).

Central to that goal is the creation of an ongoing Regional Policy Advisory Committee (RPAC), which would succeed the present PAC. The RPAC would be established as an advisory committee for the Metro Council. The RPAC is proposed to have the following purposes:

- a. To provide advice and recommendations for the development and review of Metro's regional planning activities, including implementation of the Regional Urban Growth Goals and Objectives, development of new functional plans, and periodic review of the region's urban growth boundary.
- b. To create a forum for identifying and discussing areas and activities of metropolitan significance.
- c. To involve all cities, counties, and other interests in the development and implementation of growth management strategies.
- d. To coordinate its activities with the Joint Policy Advisory Committee on Transportation (JPACT) so that regional transportation planning is linked and consistent with regional growth management efforts.
- e. To review and comment, as needed, on the regional land use and growth management issues affecting or affected by local comprehensive plans or plans of state and regional agencies. RPAC is not intended to routinely review land use decisions or plan amendments in the region.

f. To discuss and make recommendations on land use and growth management issues of regional or subregional significance.

g. To establish a coordinating link with Vancouver and Clark County, Washington, and other parts of the state of Oregon to address land use and growth management issues of common interest.

The PAC had considerable discussion about the membership and duties of RPAC. The PAC concluded that a majority of the membership should be drawn from elected officials in the region, and that special interests should be represented on technical committees rather than on RPAC itself. The PAC also concluded that those represented on RPAC should be able to choose their representatives. Some PAC members felt that Metro Councilors should not be represented on a committee designed to provide the Council with advice. However, on two separate occasions, a significant majority of the PAC members felt that Metro Councilors should be on the RPAC in order to ensure complete communication between RPAC and the Council.

The PAC also spent a considerable amount of time discussing the selection process for the citizen members. Ideally there would be an established citizens' forum that could take responsibility for these selections. However, that forum does not yet exist regionwide. Goal I of the RUGGO's calls for the creation of a regional citizen involvement coordinating committee. The PAC would like that group to eventually oversee the appointment of citizen members, and has limited the citizen terms on RPAC to two years to allow that citizens' body time to organize and develop a process.

To facilitate the creation of RPAC, the PAC has developed by-laws which specify the duties, powers, and membership of the committee. These have been submitted to the Metro Council for adoption in conjunction with Council action on Ordinance No. 91-418, adopting the proposed RUGGO's. The PAC added a sunset clause to the by-laws in recognition of the fact that the RPAC structure and performance should be evaluated after it has had a chance to operate for a period of three years.

#### Executive Officer's Recommendation

Adopt Resolution No. 91-1489 and initiate the creation of RPAC.

TRANSPORTATION AND PLANNING COMMITTEE REPORT

RESOLUTION NO. 91-1489A, ADOPTING BY-LAWS FOR THE REGIONAL  
POLICY ADVISORY COMMITTEE

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Date: September 25, 1991

Presented by: Councilor Gardner

COMMITTEE RECOMMENDATION: At its September 24, 1991 meeting, the Transportation and Planning Committee voted 3-0 to recommend Council approval of Resolution No. 91-1489A. Voting in favor were Councilors Bauer, Gardner and Van Bergen. Councilors Devlin and McLain were excused.

COMMITTEE DISCUSSION/ISSUES: Ethan Seltzer, Land Use Supervisor, explained that this resolution is intended to give some certainty to cities and counties about the composition of the Regional Policy Advisory Committee (RPAC).

Alan Fletcher and Duane Robinson testified that special districts and Tri-Met should be represented on RPAC. Councilor McLain asked if special districts could be represented through the technical advisory committee. Mr. Fletcher responded that there are over 100 special districts in the region, which should be represented on both the policy and the technical committees, ideally with at least one special district representative from each county.

G. B. Arrington reiterated Tri-Met's support for the RUGGO process, and its interest in participating in implementation through RPAC. He said that transportation is a strong tool to influence land use, and is the only tool the private sector does not control. He said that not only Tri-Met, but also most of the members of RPAC, are represented on JPACT and TPAC, but that RPAC offers a more direct way to participate.

Robert Liberty urged the committee to change the composition of RPAC to a citizen committee. He said by making local government representatives a majority on RPAC, Metro is institutionalizing opposition and delegating power to it, which is a step in the wrong direction. If RPAC continues to include local government representation, he suggested setting up two co-equal committees, one comprised of citizens, and one of local governments. He suggested considering non-voting representation for Yamhill and Clark Counties. He also supported membership on RPAC for special districts and for Tri-Met.

Mary Kyle McCurdy from 1000 Friends of Oregon supported Mr. Liberty's comments, and said ideally RPAC should be comprised of citizens. She said there is a concern that the with the present



TRANSPORTATION AND PLANNING COMMITTEE REPORT  
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September 25, 1991  
Page Two

composition, the Council will not go beyond RPAC recommendations to consider citizen views. She pointed out that citizens who testified on RUGGOs all spoke to the need to strengthen the ordinance, but that there has been little action, and the same danger exists for functional plans. She said citizens need to be involved from the beginning. She also supported representation for special districts and Tri-Met.

Eric Carlson from the City of Beaverton said that local comprehensive plans have been developed with extensive citizen input, so it is not correct to say that local governments are the problem. He said the issue is not whether citizens should be involved, but how. He said that RUGGOs are directed to cities and counties, and that the proposed RPAC membership includes representatives with broad experience in a wide variety of issues. He said that the expertise of special districts and Tri-Met should be recognized by including them on the technical committees. He said that neither special districts nor Tri-Met have comprehensive plan authority, and that Metro does not have authority over them to enforce compliance. He doubted the jurisdictions in Washington County would object to a separate citizen committee.

Councilor McLain said she agreed with the concern about lack of citizens, and that citizen involvement could be improved by including two citizens from each county and eliminating the reference to representatives from the largest city in each county. She said citizens have indicated that RUGGOs lack teeth needed to enforce local compliance with functional plans. Although she thinks the RUGGOs contain this authority, she said the Council should review this issue because citizens believe it is not stated strongly enough. She said that based on public input, she hopes for amendments to the resolution relating to RPAC membership and functional plan implementation. She supported RPAC representation for special districts.

Councilor Bauer said it would be a shortcoming not to include special districts on RPAC. Councilor Gardner said the Urban Growth Management Policy Advisory Committee felt that they were adequately represented through technical committees, but that his views are not so strong on this issue to vote against an amendment.

The Committee voted 2-1 (Councilors Bauer and Gardner in favor, Councilor Van Bergen opposed) to include on the RPAC a member of the Special Districts Association from the Metro region, to be selected by the Association. Councilor Van Bergen indicated concerns that the term "special districts" could include too wide a variety of groups.

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Councilor Gardner said he shares Councilor McLain's views about citizen involvement. He suggested that with fine tuning the Citizen Involvement Committee could provide ample opportunity for involvement while retaining elected officials on RPAC, since they have implementation responsibility. He reserved the right to discuss this issue and to support additional amendments before the Council.

The Committee voted 3-0 to adopt technical amendments proposed by Councilor Gardner, listed in a memorandum dated September 17, 1991. These amendments clarify wording, extend the date for commencement of efforts to create RPAC to January, 1992, and conform language in the bylaws to previous committee action with regard to RPAC's ability to appoint advisory bodies. The Committee also recognized the need for amendments to provisions of Ordinance No. 91-418A relating to membership composition of RPAC.

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

A RESOLUTION ADOPTING BY-LAWS FOR )  
THE REGIONAL POLICY ADVISORY )  
COMMITTEE )

RESOLUTION NO. 91-1489  
INTRODUCED BY THE  
EXECUTIVE OFFICER

WHEREAS Metro's regional planning program requires a partnership with cities, counties, and citizens in the region; and

WHEREAS That partnership is described in Goal I of the Regional Urban Growth Goals and Objectives, recommended to the Metro Council for adoption by the Urban Growth Management Plan Policy Advisory Committee; and

WHEREAS Implementing that partnership is intended to occur, in large part, through the creation of an on-going Regional Policy Advisory Committee (RPAC) to provide a forum for discussing, and advise the Metro Council on ways to address, areas and activities of metropolitan significance; and

WHEREAS Creating the RPAC requires by-laws which describe the membership, powers, and duties of that committee; and

WHEREAS The Urban Growth Management Plan Policy Advisory Committee has prepared and proposed to the Metro Council a set of by-laws for RPAC; now, therefore,

BE IT RESOLVED,

1. That the by-laws for the Regional Policy Advisory Committee, dated August 1, 1991, and attached to this resolution as Attachment A, are hereby adopted.

2. That the Metro Council directs the Presiding Officer to initiate the creation of the Regional Policy Advisory Committee within 30 days of the adoption of this resolution.

ADOPTED BY THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT this

\_\_\_\_\_ day of \_\_\_\_\_, 1991.

\_\_\_\_\_  
Tanya Collier, Presiding Officer

ATTEST:

\_\_\_\_\_  
Clerk of the Council

ES/es: 8/1/91

Regional Policy Advisory Committee By-Laws

August 1, 1991

Article I

This committee shall be known as the REGIONAL POLICY ADVISORY COMMITTEE (RPAC).

Article II

MISSION AND PURPOSE

Section 1. It is the mission of RPAC to advise and recommend actions to the Metro Council as it creates and implements a participatory regional planning partnership to address areas and activities of metropolitan significance.

Section 2. The purposes of RPAC are as follows:

a. To provide advice and recommendations for the development and review of Metro's regional planning activities, including implementation of the Regional Urban Growth Goals and Objectives, development of new functional plans, and periodic review of the region's urban growth boundary.

b. To create a forum for identifying and discussing areas and activities of metropolitan significance.

c. To involve all cities, counties, and other interests in the development and implementation of growth management strategies.

d. To coordinate its activities with the Joint Policy Advisory Committee on Transportation (JPACT) so that regional transportation planning is linked and consistent with regional growth management efforts.

e. To review and comment, as needed, on the regional land use and growth management issues affecting or affected by local comprehensive plans or plans of state and regional agencies. RPAC is not intended to routinely review land use decisions or plan amendments in the region.

f. To discuss and make recommendations on land use and growth management issues of regional or subregional significance.

g. To establish a coordinating link with Vancouver and Clark County, Washington, and

other parts of the state of Oregon to address land use and growth management issues of common interest.

Article III.  
COMMITTEE MEMBERSHIP

Section 1. Membership

a. The Committee will be made up of representatives of the following:

Multnomah County Commission	1
Citizens of Multnomah County	1
Largest City in Multnomah County (excluding Portland)	1
Cities in Multnomah County	1
City of Portland	2
Clackamas County Commission	1
Citizens of Clackamas County	1
Largest City in Clackamas County	1
Cities in Clackamas County	1
Washington County Commission	1
Citizens of Washington County	1
Largest City in Washington County	1
Cities in Washington County	1
Metro Council	2
State Agency Council	1
TOTAL	17

b. Members from jurisdictions shall be elected officials.

c. Alternates shall be appointed to serve in the absence of the regular members.

d. Members and alternates shall be capable of representing the policy interests of their jurisdiction, agency, or constituency at all meetings of the Committee.

Section 2. Appointment of Members and Alternates

a. Members and alternates from the City of Portland, the Counties of Multnomah, Clackamas, and Washington, and the largest cities of Multnomah, Clackamas, and Washington

counties, excluding Portland, shall be appointed by the jurisdiction. The member and alternate will serve until removed by the appointing jurisdiction.

b. Members and alternates from the cities of Multnomah, Clackamas, and Washington counties, excluding Portland and the remaining largest city from each county, will be appointed by those cities represented and in a manner to be determined by those cities. The member and alternate will be from different jurisdictions. The member and alternate will serve two-year terms. In the event the member's position is vacated, the alternate will automatically become member and complete the original term of office.

c. Members and alternates from the Metropolitan Service District will be appointed by the Presiding Officer of the Metro Council and will represent a broad cross-section of geographic areas. The members and alternates will serve until removed by the Presiding Officer of the Metro Council.

d. Members and alternates representing citizens will be appointed using the following process:

1) Metro will advertise citizen openings on the Committee throughout the region, utilizing, at a minimum, recognized neighborhood associations and citizen planning organizations. Interested citizens will be asked to submit an application/statement of interest on forms provided by Metro.

2) Metro will collect the applications and sort them by county.

3) The members of RPAC from within each county will caucus by county, with Portland included in Multnomah County, to review the applications and select a citizen member and alternate from each county from that pool of applicants.

4) Citizen members and alternates will serve two-year terms. In the event the member's position is vacated, the alternate will automatically become the member and complete the original term of office.

e. Members and alternates from the State Agency Council will be chosen by the Chairperson of that body. The member and alternate will serve until removed by the Chairperson.

#### Article IV.

#### MEETINGS, CONDUCT OF MEETINGS, AND QUORUM

a. Regular meetings of the Committee shall be held monthly at a time and place established by the Chairperson. Special or emergency meetings may be called by the Chairperson or a majority of the members of the Committee.

b. A majority of the members (or designated alternates) shall constitute a quorum for the conduct of business. The act of a majority of those present at meetings at which a quorum is present shall be the act of the Committee.

c. Subcommittees to develop recommendations for RPAC may be appointed by the Chairperson. The Chairperson will consult with the full membership of the Committee at a regularly scheduled meeting on subcommittee membership and charge. Subcommittee members shall include RPAC members and/or alternates, and can include outside experts.

d. All meetings shall be conducted in accordance with Robert's Rules of Order, Newly Revised.

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

f. Each member, or designated alternate in the absence of the member, shall be entitled to one (1) vote on all issues presented at regular or special meetings of the Committee. The Chairperson shall vote only in the event of a tie.

g. Unexcused absence from regularly scheduled meetings for three (3) consecutive months shall require the Chairperson to notify the appointing body with a request for remedial action.

h. The Committee shall make its reports and findings public and shall forward them to the Metro Council.

i. Metro shall provide staff, as necessary, to record the actions of the Committee and to handle Committee business, correspondence, and public information.

#### Article V. OFFICERS AND DUTIES

a. The Chairperson and Vice-Chairperson shall be designated by the Metro Presiding Officer.

b. The Chairperson shall preside at all meetings, and shall be responsible for the expeditious conduct of the Committee's business.

c. In the absence of the Chairperson, the Vice-Chairperson shall assume the duties of the Chairperson.



**Article VI.**  
**TECHNICAL ADVISORY COMMITTEES**

- a. The Committee shall solicit and take into consideration the alternatives and recommendations of the appropriate technical advisory committees in the conduct of its business.
- b. Existing technical advisory committees for solid waste, urban growth management, water resources, and natural areas will be continued to advise on their respective subject areas.
- c. The Metro Council or the Committee, can appoint special technical advisory committees, task forces, and other bodies as it and the Committee determine a need for such bodies.

**Article VII.**  
**AMENDMENTS**

- a. These by-laws may be amended by a two-thirds vote of the full membership of the Committee and a majority vote of the Metro Council.
- b. Written notice must be delivered to all members and alternates at least 30 days prior to any proposed action to amend the by-laws.

**Article VIII.**  
**SUNSET**

- a. These by-laws shall be deemed null and void three (3) years from the date of their adoption by the Metro Council.
- b. Prior to adopting new by-laws for RPAC, the Metro Council, in consultation with the Committee shall evaluate the adequacy of the membership structure included in these by-laws for representing the diversity of views in the region.



**METRO**

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

# Memorandum

**TO:** Council Transportation and Planning Committee  
**FROM:** Jim Gardner, <sup>JG</sup>Chair  
**DATE:** September 17, 1991  
**RE:** Proposed technical amendments to Resolution No. 91-1489

In a memorandum to you dated September 5, 1991, I said that I planned to propose four technical amendments to Resolution No. 91-1489 (three to the resolution and one to the bylaws).

Although I still plan to propose four amendments, the wording of the fourth proposed amendment has been changed since my last memorandum. The change conforms to the Committee's RUGGO amendment which deleted references to RPAC's ability to appoint "task forces and other bodies."

The proposed changes are set out below, with deletions in brackets, and additions underlined.

1. Revise the third "whereas" paragraph so the wording is consistent with the proposed RPAC bylaws:

WHEREAS [Implementing] implementation of that partnership is intended to occur, in large part, through the creation of an on-going Regional Policy Advisory Committee (RPAC) to [provide a forum for discussing, and] advise and recommend actions to the Metro Council on ways to address [,] areas and activities of metropolitan significance;

2. Revise the fourth and fifth "whereas" paragraphs to clarify the purpose of the bylaws:

WHEREAS [Creating the RPAC requires by-laws which describe the membership, powers, and duties of that committee; and  
WHEREAS] The Urban Growth Management Plan Policy Advisory Committee has prepared and proposed to the Metro Council a set of by-laws for RPAC which describe the membership, powers, and duties of that committee;

Councilor Gardner  
Resolution No. 91-1489  
September 17, 1991  
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3. Revise the second "be it resolved" paragraph to extend the date by which creation of RPAC must be initiated, from 30 days after adoption of the resolution, to a date no later than January 1, 1992:

That the Metro Council directs the Presiding Officer to initiate the creation of the Regional Policy Advisory Committee [within 30 days of the adoption of this resolution] no later than January 1, 1992.

4. Revise Article VI.c. of the bylaws to clarify that either the Council or the Committee can determine the need for special technical advisory bodies. Also, delete the reference to "task forces, and other bodies", consistent with the Committee's RUGGO amendment.

c. The Metro Council or the Committee [,] can appoint special technical advisory committees [, task forces, and other bodies] as [it and] the Council or the Committee determine a need for such bodies.

c: Ethan Seltzer



**METRO**

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

# Memorandum

**TO:** Council Transportation and Planning Committee

**FROM:** Karla Forsythe, <sup>KLF</sup> Council Analyst

**DATE:** September 17, 1991

**RE:** Resolution No. 91-1489, Adopting By-Laws for the Regional Policy Advisory Committee - Previous Public Comment to the Committee

This memorandum has been prepared by Council staff to assist the Committee in reviewing previous testimony which is relevant to Committee consideration of the RPAC bylaws.

## Background

The Committee considered Ordinance No. 91-418 at the August 27, 1991 and September 10, 1991 meetings. This Ordinance adopts the Regional Urban Growth Goals and Objectives, and also provides for creation of a Regional Policy Advisory Committee (RPAC). Bylaws for RPAC would be adopted under Resolution No. 91-1489, which the Committee will be considering at the September 24, 1991 meeting. Both Ordinance No. 91-418 and Resolution No. 91-1489 have been scheduled for consideration at the September 26, 1991 Council meeting.

During the Committee's public hearing on Ordinance No. 91-418, citizens commented on two issues which are addressed in both the Goals and Objectives and in the RPAC bylaws: RPAC membership and how citizen members of RPAC are appointed. If the Committee decides to amend provisions of the bylaws which address these issues, the Committee should also reconsider Objective 2.2 and amend it accordingly.

## RUGGO Provision for RPAC

Objective 2.1 of the Goals and Objectives provides:

"The Regional Policy Advisory Committee (RPAC) shall be chosen according to the by-laws adopted by the Metro Council. The voting membership shall include elected officials of cities, counties, and the Metro Council as well as representatives of the State of Oregon and citizens. The composition of the Committee shall reflect the partnership that must exist among implementing jurisdictions in

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order to effectively address areas and activities of metropolitan significance, with a majority of the voting members being elected officials from within the Metro District boundaries."

RPAC Bylaws: Membership Composition

Under the proposed bylaws, RPAC would have seventeen members:

- o 11 members appointed by cities and counties.
- o 3 citizen members.
- o 2 Metro Councilors appointed by the Presiding Officer.
- o 1 member from the State Agency Council.

Public comment on membership composition

1. Representatives from the Special Districts Association and from Tri-Met requested that RPAC membership be expanded to include their respective entities.

2. 1000 Friends of Oregon, Sensible Transportation Alternatives for People, Robert Liberty, and six other citizens suggested that RPAC should be comprised entirely or primarily of citizens.

RPAC Bylaws: Process for Appointing Citizen Members

Under the proposed bylaws, the process for appointing citizens would begin with Metro advertising openings and asking interested citizens to submit statements of interest. The applications would be sorted by county. The members of RPAC would then caucus by county (with Portland included in Multnomah County) to select a citizen member and alternate from the pool of applicants.

Public comment on process for appointing citizens

Several citizens suggested in their testimony to the Committee that citizen members of RPAC should be appointed by the Metro Council.

c: Ethan Seltzer



**METRO**

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

# Memorandum

TO: Council Transportation and Planning Committee

FROM: Jim Gardner, <sup>JK</sup>Chair

DATE: September 5, 1991

RE: Proposed technical amendments to Resolution No. 91-1489

I plan to propose four technical amendments to Resolution No. 91-1489 (three to the resolution and one to the bylaws). The proposed changes are set out below, with deletions in brackets, and additions underlined.

1. Revise the third "whereas" paragraph so the wording is consistent with the proposed RPAC bylaws:

WHEREAS [Implementing] implementation of that partnership is intended to occur, in large part, through the creation of an on-going Regional Policy Advisory Committee (RPAC) to [provide a forum for discussing, and] advise and recommend actions to the Metro Council on ways to address [,] areas and activities of metropolitan significance;

2. Revise the fourth and fifth "whereas" paragraphs to clarify the purpose of the bylaws:

WHEREAS [Creating the RPAC requires by-laws which describe the membership, powers, and duties of that committee; and  
WHEREAS] The Urban Growth Management Plan Policy Advisory Committee has prepared and proposed to the Metro Council a set of by-laws for RPAC which describe the membership, powers, and duties of that committee;

3. Revise the second "be it resolved" paragraph to extend the date by which creation of RPAC must be initiated, from 30 days after adoption of the resolution, to a date no later than January 1, 1992:

That the Metro Council directs the Presiding Officer to initiate the creation of the Regional Policy Advisory Committee [within 30 days of the adoption of this resolution] no later than January 1, 1992.

Councilor Gardner  
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Page Two

4. Revise Article VI.c. of the bylaws to clarify that either the Council or the Committee can determine the need for special technical advisory bodies:

c. The Metro Council or the Committee [,] can appoint special technical advisory committees, task forces, and other bodies as [it and] the Council or the Committee determine a need for such bodies.