

**METRO REGIONAL PARKS AND GREENSPACES
ADVISORY COMMITTEE (RPAGAC)
MEETING NOTICE**

Date: Tuesday, April 3, 2001
Time: 6:30 - 8:00 PM
Place: Metro Regional Center, 600 NE Grand Ave, Portland, Room 270

AGENDA

- I. Introductory comments and announcements (10 minutes)
- II. City of Portland request for easement on Metro property (15 minutes) (Laurie Wulf)
Committee discussion; approval of staff recommendation
- III. Intergovernmental Agreement (IGA) with the City of Fairview for police service at Blue Lake Regional Park and Chinook Landing Marine Park (20 minutes) (Pete Sandrock)
Committee discussion; approval of staff recommendation
- IV. Amend Metro Code Title X to increase Blue Lake Regional Park entry fees (20 minutes) (Charles Ciecko)
Committee discussion; approval of staff recommendation
- V. Revisions of committee by-laws (5 minutes) (Ron Klein)
Information update; committee discussion
- VI. Adjourn

This is the 50th meeting of the Metro Regional Parks and Greenspaces Advisory Committee.

Laurie Wulf will review a request for a Metro property easement from the City of Portland located near the Columbia Slough and Whitaker Ponds along NE 47th Ave. in Portland.

Pete Sandrock (Metro Chief Operating Officer) will review and request committee approval of the staff recommendation to enter into an IGA with the City of Fairview for police services at Blue Lake Regional Park and Chinook Landing Marine Park. The annual cost for this service is \$27,893 per year. Related to the IGA, is a proposed amendment to the Metro Code to increase the Blue Lake Regional Park entry fee from \$3 per vehicle to \$4 per vehicle on weekends and holidays, May 15 through September 30.

Next RPAGAC meeting will be May 1, 2001, Metro Regional Center, 6:30PM with Metro Councilor and Presiding Officer David Bragdon who will address park funding issues.

METRO REGIONAL PARKS AND GREENSPACES ADVISORY COMMITTEE BY-LAWS

Article I NAME

This committee shall be known as the Metro Regional Parks and Greenspaces Advisory Committee. Hereinafter referred to as "advisory committee."

Article II GEOGRAPHICAL AREA

The area served by the advisory committee shall be the area within the boundaries of Metro and outlying areas of Clackamas, Multnomah and Washington counties in Oregon and Clark County in Washington. These adjacent areas, (even though they are outside of Metro) are currently or may be affected by the programs of Metro's Regional Parks and Greenspaces Department.

Article III MISSION AND PURPOSE

The mission and purpose of the advisory committee was established by Metro Council Resolution No. 94-2026A. The advisory committee also follows the general terms, functions and responsibilities for all Metro advisory committees as stated in Ordinance No. 00-860A.

The advisory committee will focus its deliberations on matters pertaining to parks, natural areas, open space, trails and greenways of *regional significance* as designated in the, Regional Framework Plan, Parks and Natural Areas Protection Plan and the annually adopted budget for the Regional Parks and Greenspaces Department.

The committee serves strictly in an advisory role and capacity to the Metro Council, Metro Executive Officer and the Metro Regional Parks and Greenspaces Department. The committee is not a policy making group. Nor does it serve in an administrative capacity. Metro's Executive Officer and the Director of the Regional Parks and Greenspaces Department manage the program's budget, staff and activities.

1. The advisory committee shall review the Regional Parks and Greenspaces Department's policies, programs, plans and annual budget request. The advisory committee may take public comment at its meetings prior to making its recommendations to Metro.
2. The advisory committee shall review and advise Metro on policies and strategies related to implementing the goals and objectives of the Regional Framework Plan and the Parks and Natural Areas Protection Plan.

3. The advisory committee shall review and advise Metro on policies and strategies related to land acquisition, management, master planning, parks-related functional plan(s), programming and capital improvement activities of natural areas and other properties owned or managed by the Metro Regional Parks and Greenspaces Department.
4. The advisory committee shall review and advise the Metro Council and Metro Executive Officer on the annual budget request of the Regional Parks and Greenspaces Department.
5. The advisory committee shall make recommendations related to the management and operations of Metro's regional parks and greenspaces.
6. The advisory committee will coordinate its review of Regional Parks and Greenspaces policies, programs and plans with the existing Greenspaces Technical Advisory Committee (GTAC). GTAC consists of park planners and staff from local, state, and federal park providers, and nonprofit environmental organizations. GTAC will meet no less than four times per fiscal year, and more often if requested by the Director of Metro's Regional Parks and Greenspaces Department.
7. Recommendations from the advisory committee will be forwarded to the Executive Officer and Council by the Director of the Regional Parks and Greenspaces Department and/or the chair of the advisory committee.

Article IV MEETINGS

The advisory committee will meet at least four times per fiscal year (July 1 - June 30) and more often if requested by the Director of Metro's Regional Parks and Greenspaces Department. Meeting times and locations will be jointly agreed upon by committee members and the Director of the Regional Parks and Greenspaces Department. All meetings are open to the public.

Agenda items for committee meetings shall be set by the Director of the Regional Parks and Greenspaces Department. He/she will consult the department division managers and chair of the advisory committee prior to finalizing agendas. Committee members may suggest future agenda items to the Director or the chair of the advisory committee. The advisory committee, if it chooses, may adopt rules of procedure.

Any vote taken by the committee shall be conducted by a quorum of the committee.

The Regional Parks and Greenspaces Department will staff the advisory committee and its meetings.

Article V QUORUM

A quorum of the advisory committee shall be a majority of the filled voting positions at the time of the meeting. (e.g. if nine positions are filled and two positions are vacant, 5 is a quorum).

Article VI MEMBERSHIP, CHAIR AND TENURE

The advisory committee shall be composed of 11 voting members and 1 Metro Councilor. The Metro Councilor will serve in a nonvoting, liaison capacity. Nominations, except for the liaison Metro Councilor, shall be made by the Executive Officer and require Council confirmation. The Metro Councilor liaison shall be appointed by the Presiding Officer for a two year term.

- a) Seven voting members (one residing in each of the seven Metro Council districts) from within Metro's boundaries.
- b) One voting member residing in Clackamas County, but outside of Metro's boundaries.
- c) One voting member residing in Multnomah County, but outside of Metro's boundaries.
- d) One voting member residing in Washington County, but outside of Metro's boundaries.
- e) One voting member residing in Clark County, Washington (to retain the bi-state nature of the Greenspaces planning effort).

The chair and vice-chair of the advisory committee will be elected from the voting membership of the committee. The election will be by a majority vote. The chair and vice-chair shall serve a one-year term. The vice-chair will automatically succeed to the chair position. The vice-chair will be elected on an annual basis.

The chair of the advisory committee will preside over advisory committee meetings, represent the advisory committee in correspondence and other communications and work with the Director of the Regional Parks and Greenspaces Department to develop advisory agendas. The vice-chair will serve in the absence of the chair.

Members of the advisory committee shall serve a term of two ~~three~~ years. Advisory committee members shall serve no more than two full consecutive terms. . Advisory committee members shall serve no more than one partial term. To serve a second term: members must reapply; must be re-nominated by the Executive Officer; and re-confirmed by the Metro Council to serve an additional term. ~~An advisory committee member serving in the last year of his/her second term and serving as chair or vice-chair can apply to serve a third term.~~

Article VII
VACANCIES AND RESIGNATIONS

If a vacancy occurs in any position, the Executive Officer shall appoint a new member who resides in the geographic area of that position. The member must be confirmed by the Metro Council. The new member shall complete the uncompleted duration of the term for that position. The new member can ~~only~~ be appointed to two additional full terms by Executive Officer nomination and Council confirmation.

Any advisory committee member who intends to resign shall write a letter to the Chair of the committee and Director of the Regional Parks and Greenspaces Department. The reason for the resignation and effective date shall be stated in the letter.

Any member missing three consecutive meetings (for any reason other than personal and/or family illness) in effect has resigned from the committee. A vacancy will automatically occur and a new member will be appointed by the Executive Officer and confirmed by the Council.

Article VIII
REPRESENTATION AS COMMITTEE MEMBER TO OTHER GROUPS

Advisory committee members may speak on behalf of the committee to other groups, organizations, agencies and individuals only after informing the Director of the Regional Parks and Greenspaces Department. This will help the department maintain a record of which groups have been contacted and for what purpose.

Committee members are of course free to speak on any issues and express any opinions as individual citizens, but may not identify themselves as advisory committee members.

Article IX
CONTACT WITH REGIONAL PARKS AND GREENSPACES STAFF

All inquiries from advisory committee members regarding matters of the advisory committee should go through the Director or Metro staff assigned to the advisory committee. The Director may designate other key staff member(s) to work directly with, and respond to advisory committee members' inquiries. Advisory committee members will have opportunities to meet department staff at meetings and participate in field tours and special events.