



AIRPORT FUTURES

CHARTING A COURSE FOR PDX

PRELIMINARY DRAFT

ONGOING PUBLIC INVOLVEMENT STRATEGY (OPIS) FRAMEWORK CONSENSUS RECOMMENDATION

Approved by

Airport Futures Public Involvement Subcommittee and Planning Advisory Group

1. SPONSORSHIP

- Sponsorship is defined as the jurisdictions that will create and sustain the OPIS. The Sponsors will define OPIS' parameters, confirm all appointments, potentially make some appointments, provide committee resources, receive regular reports on the work, evaluate performance, and evaluate future structure based on OPIS feedback.
- The City of Portland and Port of Portland will sponsor OPIS.
- Based on some Planning Advisory Group and Public Involvement Subcommittee support for broader sponsorship, staff will evaluate the value of adding the City of Vancouver as a sponsor and report back to PAG in September. The direction of both groups is that sponsors must bring something to the table (e.g., funding, staff resources, and technical resources). Metro has indicated an interest in participating in, but not sponsoring OPIS.

2. SCOPE/PURVIEW

- Scope/Purview is defined as OPIS's charge and the specific areas of focus for OPIS.
- OPIS will have a broad Scope/Purview focused on five functional areas as outlined below.
- Refinement of the Scope/Purview may occur as part of the annual evaluation/retreat with agreement by Sponsors.

Planning and Development

- Monitor 2010 Master Plan implementation and help design future master planning processes
- Monitor City Land Use Plan implementation
- Monitor future updates to City Land Use Plan
- Offer early input on planning and development projects within the Airport Plan District
- Provide input on PDX projects not included in Plan District regulatory reviews
- Review and comment on noise, transportation, natural resource, land use, and air service issues and efforts as it relates to the Master Plan and Land Use Plan, collaborating with other standing technical committees where there are shared areas of interests
- Participate in future PDX follow-on studies and address issues as they arise

Sustainability

- Monitor PDX sustainability results, lessons learned, plan adjustments, and new initiatives (adaptive management/continuous learning)
- Provide input on development and adjustment of PDX sustainability goals, strategies, initiatives, and projects
- Monitor sustainability efforts at the global, national, state, and local levels, both within and outside the aviation industry, to influence policy and better inform planning and development decisions (at all levels)
- Refine and develop sustainability policies and concepts based on evolving understanding of sustainability

Other City-Port Agreements

- Provide forum for periodic reporting on other agreements between the City and Port which memorialize “good ideas” that do not fit in City code (e.g., OPIS), or that specify required mitigation (e.g., transportation improvements)
- Participate in recommending refinement of City-Port Agreements

Public Involvement

- Ensure two-way communication and information sharing between all stakeholders
- Serve as education and information resource for the public
- Provide opportunity to influence Port, City, and other OPIS membership organizations’ decision-making
- Provide active role in ongoing public involvement activities, including input on design and feedback on effectiveness of such activities

Other

- Provide policy recommendations to Port and City, region, state, and federal government on aviation and land use issues, including input on federal and state legislation
- Provide annual evaluation of above and report to Sponsors and other jurisdictions/organizations participating in OPIS

3. CHAIRS/MODERATOR

- The Chair and Vice Chair will be appointed jointly by Sponsors in the first year for a one-year term; OPIS membership will appoint the Chair and Vice Chair in the second year.
- Chairs will determine meeting agendas based on OPIS Work Plan and other member input.

4. SIZE AND MEMBERSHIP INTERESTS

- OPIS will have bi-state, regional, diverse representation.
- OPIS will be comprised of 20 voting members and 10 ex officio members as outlined below.
- Technical advice from agencies, organizations, or individuals with specialized expertise will be available to OPIS as issues arise.

Voting Members (20)

Voting members will be the core of OPIS. They will sit at the table and have full voting rights.

- 4 Portland neighborhood coalitions (East Portland Neighborhood Office, Central Northeast Neighbors, North Portland Neighborhood Services, and Northeast Coalition of Neighbors)
- 1 Citywide Land Use Committee representative
- 1 East Multnomah County neighborhood rep from City of Fairview, Gresham, Troutdale, and Wood Village
- 1 Vancouver neighborhood
- 1 Clark County neighborhood representative (Camas/Washougal area)
- 1 Multi-modal transportation representative
- 1 Airport Noise interest (PDX Citizen Noise Advisory Committee)
- 1 Environment/Wildlife/Natural Resources
- 1 Environmental Justice (communities of color, low income)
- 1 Multnomah County/Portland Sustainability Commission
- 1 Columbia Slough Watershed Council
- 1 Business organization (e.g., Columbia Corridor Association, Portland Business Alliance, Westside Economic Alliance, Travel Oregon, large cargo, or passenger business user)
- 1 Passenger airline
- 1 Cargo airline
- 1 General Aviation
- 1 Military
- 1 Airport employee (represented or unrepresented labor)

Ex Officio Members (10)

Ex Officio members are “non-voting” members. Ex Officio members will sit at the OPIS table with voting members, participate fully in discussions, and share their experience and expertise, but not vote on issues.

- 1 Port Aviation Director
- 1 Bureau of Planning and Sustainability Director (or designee)
- 1 Metro staff
- 1 City of Vancouver staff
- 4 counties in Portland-Vancouver region/staff (Clackamas, Multnomah, Washington in Oregon and Clark in Washington)
- 1 Federal Aviation Administration
- 1 Wildlife Committee if doesn't have representative above (e.g. environmental interest)

5. AUTHORITY/ROLE

- OPIS will be a highly influencing *advisory* committee due to: the presence of the Aviation and Planning and Sustainability Directors at all meetings, a standing agenda item at Port Commission meetings, City Council agenda time as needed, and annual review of its work with the Port Commission and Portland City Council.
- As part of its annual evaluation, OPIS may consider possible changes to its role with the concurrence of Sponsors.

6. RESOURCES

- The City of Portland and Port of Portland (Sponsors) will share responsibility for administrative and technical staff support for OPIS. There is recognition that staff support will be limited (.25 -.5 FTE).
- It is recommended that OPIS have an independent facilitator in the first year, if budget allows. If not, OPIS may be jointly facilitated by the Port Aviation Director and Portland Planning and Sustainability Director (or his/her designee), or OPIS members may facilitate their own meetings.

7. APPOINTMENTS/TERMS

- OPIS members' initial appointments will be for either two or three years; member terms will be staggered to ensure continuity of membership. All reappointments will be for two-year terms.
- Appointments will be made by interest organization/jurisdiction represented on OPIS.
- For those where no one organization represents an interest (i.e., environmental), Sponsors will circulate a broad invitation letter to such interest groups and ask these groups to jointly agree on an appointment to represent their interests. If there is no group consensus of such appointments, Sponsors will appoint member from a pool of interested candidates in collaboration with the OPIS chairs or other representatives of the then exiting OPIS members.
- Sponsors will confirm all appointments.

8. RELATIONSHIP TO OTHER PORT AND CITY STANDING COMMITTEES

- OPIS will acknowledge the independence of existing PDX and City of Portland standing committees with specialized expertise (e.g. Citizen Noise Advisory Committee, Wildlife, International Air Service Committee, and Sustainability Commission).
- OPIS will seek guidance from and collaborate with these committees, as needed, where crossover issues arise.
- OPIS will review its relationships with these committees as part of its annual evaluation.

9. RELATIONSHIP TO OTHER PDX PROJECT COMMITTEES

- Sponsors will consult with OPIS on the creation of future master plan committees.
- OPIS and individual OPIS members can decide the level of involvement in such committees as part of the annual evaluation process.
- To prevent overload and help maintain OPIS' broad oversight role, the recommendation is that OPIS not double as a project committee.

10. SUBCOMMITTEES

- OPIS and Sponsors will evaluate the need for subcommittees, factoring in resource considerations.
- There will be no prescriptive criteria for subcommittee establishment as with Airport Futures.

11. FREQUENCY OF MEETINGS

- Meeting frequency will be determined based on the OPIS Work Plan to be created annually.
- There is general agreement that OPIS meet quarterly, with meetings deleted and added as needed (the actual meeting schedule will be determined based on the Work Plan).

12. ANNUAL EVALUATION/SUNSET PROVISION

- OPIS will have annual evaluation/retreat to review OPIS accomplishments and consider OPIS future, structure, Work Plan, and other outstanding issues.
- There will be no automatic sunset of OPIS.

13. ANNUAL REPORT TO SPONSORS/APPOINTING JURISDICTIONS-ORGANIZATIONS

- OPIS will provide an annual report to Sponsors based on its annual evaluation with interim reports to Sponsors as needed.
- Staff will assist OPIS in developing these reports.
- There is an expectation of regular, two-way communication between OPIS members and their appointing jurisdictions/organizations. This is intended to ensure meaningful representation of those interests on OPIS.

14. OPIS DECISION-MAKING

- It is recommended that OPIS continue PAG-like collaboration protocols, including consensus/majority-minority decision-making.

15. OPIS FIRST YEAR WORK PLAN

- Staff will develop a draft first year work plan for review and comment by the Public Involvement Subcommittee.
- Annual work plans will be developed as part of OPIS' annual evaluation/retreat.

16. OPIS INTERGOVERNMENTAL AGREEMENT

- Staff will develop a draft intergovernmental agreement formalizing OPIS for review and comment by the Public Involvement Subcommittee.

Comments or Questions?

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