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URM Seismic Retrofit Project – Policy Committee

Charge

The URM Seismic Retrofit Policy Committee will serve as an advisory body to the City's URM Seismic Retrofit team. It will evaluate the recommendations from the Retrofit Standards and Seismic Support Committees and will provide input to staff in their development of final recommendations that will be presented to City Council.

Scope of Work of the Committee

- Evaluate the recommendations of the Retrofit Standards and Seismic Support Committees to inform the final recommendations to City Council.
- Consider the interests and concerns of their organizations, the community at large, and other stakeholders in the development of policy recommendations that best serve the City.
- Serve as a liaison between the organizations they represent, other stakeholders and city staff by sharing information and acting as a sounding board for the City URM Seismic Retrofit Team on critical issues.

Decision Making Process

The Committee's input will be advisory to the City's URM Seismic Retrofit Team, which will use it to shape its recommendations to City Council. That said, to the greatest extent possible the Committee will work to achieve consensus in developing its recommendations. If consensus cannot be reached, then 2/3 of the Policy Committee members present must agree on a decision to be considered a group recommendation. Any member that does not support the recommendation may prepare a separate written statement to be shared with City Council.

Organization and Facilitation

The Portland Bureau of Emergency Management, in coordination with the Citywide URM Seismic Retrofit Team, will develop meeting agendas, facilitate meetings, and provide general staff support to the Policy Committee. Meetings will be open to the public.

Meeting Schedule

- Introductory Meeting: December 15, 2015 – 9:30 AM
Council Work Session
- Meeting #1: January 14, 2016 – 3:00 PM
Review Policy Committee Charter and Timeline, Other Committee Work Completed to Date, Introduce Recommendations of Seismic Retrofit Standards and Seismic Support Committees

- Meeting #2: February 4, 2016 – 3:00 PM
Historic Properties, Demolition
- Meeting #3: March 3, 2016 – 3:00 PM
Financial Tools, What would the URM project look like without financial tools
- Meeting #4: April 7, 2016 – 3:00 PM
Other Policy, Technical Assistance, or Public Education Recommendations
- Meeting #5: May 12, 2016 – 3:00 PM
Retrofit timelines, Enforcement, Penalties, Appeals
- Public Meeting: June 2, 2016 – 6:00 PM
- Draft report will be circulated to Committee Members and Interested Parties June 23rd
- Meeting #6: July 14, 2016 – 6:00 PM
Finalize Committee Report/Public Meeting

Membership

Policy Committee members have been appointed by City Commissioners. Policy Committee members include:

Pastor Dennis Anderson – St. James Lutheran Church

Hermann Colas – Colas Construction

Tom Corrollo – Beardsley Building Development

Brian Emerick – Emerick Architects

Matthew Eleazer – International Union of Brick Layers

Heather Hoell – Venture Portland

Sean Hubert – Central City Concern

Matthew Illias – Norris Beggs & Simpson

Margaret Mahoney – Macroom Group, Chair

Jonathon Malsin – Beam Development

Javier Mena – Portland Housing Bureau

Walt McMonies – Masonry Buildings Owners Organization

Peggy Moretti – Restore Oregon

Ken Rust – City of Portland/OMF

Tom Sjostrom – BOMA

Jen Sohm – Portland Public Schools

Reid Zimmerman – KPFF

Members' Roles and Responsibilities

- Attend meetings and provide input. If a member cannot attend a meeting s/he may designate a specific alternate to attend.
- Review agendas and information in advance of the meetings.
- Contribute technical expertise, ideas and opinions and express concerns, issues and perspectives clearly and early in the process.
- Review and provide feedback on draft staff recommendations and provide testimony, as needed.
- Follow meeting guidelines.

Meeting Guidelines

- Start and end meetings on time.
- Listen and respect the views of others.
- Allow everyone to speak without dominating the conversation.
- Take responsibility for the success of the meeting.
- Listen and consider both community and citywide concerns.
- Seek to provide solutions for issues or concerns that are raised.

Public Comment

The Policy Committee Chair will provide opportunities for brief public comment or announcements relating to agenda items at the end of each meeting, not to exceed 10 minutes of allotted meeting time with a maximum of three minutes per individual without consent of the Committee. Members of the public who do not have time to speak or have more to say than the allotted time allows can submit comments to become part of the public record and attend a separate meeting specifically for the purpose of soliciting public comment.