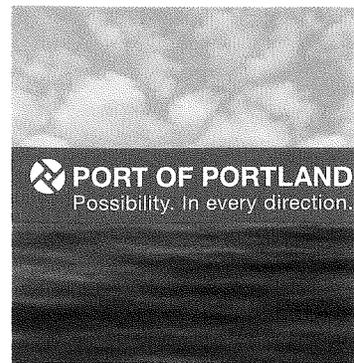


**Mission:** To enhance the region's economy and quality of life by providing efficient cargo and air passenger access to national and global markets.



October 23, 2012

The Honorable Jeff Cogen  
Multnomah County Board of Commissioners  
501 SE Hawthorne Blvd, Suite 600  
Portland, OR 97214-3587

Dear Chair Cogen:

Multnomah County has a citizen appointment to the 15-member Portland International Airport Citizen Noise Advisory Committee (PDX CNAC). This committee is charged with:

- Acting on behalf of local jurisdictions as the official forum to address community PDX aircraft noise concerns;
- Monitoring and providing input on the implementation of the current PDX Noise Compatibility Plan;
- Reviewing aircraft noise issues and providing advice on issue resolution and follow-up action;
- Developing ideas and recommending proposals for consideration in future airport noise plans;
- Participating on advisory committees involved in long-range airport facilities and capital improvement planning;
- Enhancing citizen understanding of aircraft noise management through the work of the CNAC as a whole; and
- Periodically briefing the Port of Portland Board of Commissioners and other appointing jurisdictions on the work of the committee.

The Multnomah County position on PDX CNAC is currently held by Joe Smith. His term is scheduled to expire in November 2012. Joe has expressed an interest in continuing on the committee. Multnomah County has the opportunity to reappoint Joe Smith or appoint another representative to serve on this body. The term of the new appointment would be three years ending in November 2015.

Enclosed is a committee charge for CNAC, a membership list, and appointment form which should assist you in making your appointment to CNAC. The committee generally meets the second Thursday of every month from 6-8 pm at the Port of Portland headquarters building at PDX, first floor Anchor Room. Twice a year CNAC meets once in Vancouver and once in Gresham. There is no meeting in August and December. Dinner is provided beginning about 5:00 pm. Parking in the Long Term garage will be validated.

Given the technical nature of noise, we ask that CNAC members serve a minimum of one (1) three year term and attend all CNAC meetings. We also ask that CNAC appointments regularly report back to their appointing jurisdiction on the work of the committee.

7200 NE Airport Way Portland OR 97218  
Box 3529 Portland OR 97208  
503.415.6000

♻️ Printed on 100% recycled stock

Chair Cogen  
October 23, 2012  
Page Two

***We appreciate your assistance in making this appointment to CNAC by December 5, 2012.***  
Please call me at 503/415-6519 if you have questions about the information provided or to notify me of your appointment. Thanks in advance for your assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Lise B. Glancy". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Lise B. Glancy  
Regional Affairs Manager

Enclosures (3)

c: Warren Fish  
Jason Schwartz, Port Noise Program Manager



# Citizen Noise Advisory Committee - CNAC

Portland International Airport (PDX)

c/o Noise Management Department

Port of Portland, PO Box 3529, Portland, Oregon 97208

## ***PDX Citizen Noise Advisory Committee - ROSTER***

	<b><u>Oregon</u></b>
<b>1</b>	<b>Clackamas County</b> Vacant Term ends Nov. 2014
<b>2</b>	<b>Multnomah County</b> Joe Smith Term ends Nov. 2012
<b>3</b>	<b>Washington County</b> Stephen Kerman Term ends Nov. 2013
<b>4</b>	<b>Cities of Fairview/Troutdale/Wood Village</b> Mark Clark Term ends Nov. 2014
<b>5</b>	<b>City of Gresham</b> Vicki Thompson Term ends Nov. 2011
<b>6</b>	<b>City of Portland</b> Maryhelen Kincaid Term ends Nov. 2013
<b>7</b>	<b>City of Portland</b> Laura Young Term ends Nov. 2013
<b>8</b>	<b>City of Portland</b> Kelly Sweeney Term ends Nov. 2013

	<b><u>Washington</u></b>
<b>9</b>	<b>Clark County</b> Craig Walker Term ends Nov. 2012
<b>10</b>	<b>City of Vancouver</b> Dave Smith Term ends Nov. 2012
<b>11</b>	<b>City of Vancouver</b> Mike Yee Term ends Nov. 2013

**At-Large Positions (Appointed by the Port of Portland)**

	<b><u>At-Large Positions (Appointed by the Port in consultation with the CNAC chair)</u></b> <i>At-Large positions are not assigned to any specific jurisdiction.</i>
<b>12</b>	<b>At-Large</b> Beverly Bruender (Portland) Term ends Nov. 2012
<b>13</b>	<b>At-Large</b> Matthew Jensen (Vancouver) Term ends Nov. 2013
<b>14</b>	<b>At-Large</b> VACANT (Vancouver) Term ends Nov. 2014
<b>15</b>	<b>At-Large</b> Karen Meyer (Maywood Park) Term ends Nov. 2012

# Noise Management

 PORT OF PORTLAND

121 NW Everett Portland OR 97209  
Box 3520 Portland OR 97208

## **PDX Citizen Noise Advisory Committee Roles and Responsibilities**

Updated: March, 2008

### **The Committee's Charge**

- Report in an advisory capacity to the Director of Aviation for Portland International Airport, through the Managers of the Noise Management Office and Long Range Planning Office for PDX.
- Act as the representative to your local jurisdictions as the official forum to address community noise concerns.
- Monitor and provide input on the implementation of the current Portland International Airport Noise Compatibility Plan.
- Review airport noise issues as reported to the committee and provide advice on resolutions and potential follow-up actions.
- Develop ideas and suggest proposals for consideration in future airport noise reduction plans.
- Volunteer to participate on advisory committees involved in long-range airport facilities and capital improvement planning and be committed to the project.
- Enhance citizen understanding of airport noise management through the work of the CNAC as a whole through community outreach.
- Annually brief the Port of Portland Commission and appointing jurisdictions on the committee's work and accomplishments.

### **Mission and Goals Statement as Adopted by CNAC on February 11, 1999**

#### **1999 Mission Statement**

*Limit and/or reduce noise over the greater Portland area from airplanes operating at Portland International Airport to ensure consideration and respect for well-being and quality of life, social and environmental.*

#### **Organization of the committee**

The advisory committee will consist of 15 members.

- Eleven committee members will be selected by local jurisdictions in the region, representing residential and business interests in their jurisdiction, as follows:  
City of Portland 3 members

City of Vancouver	2 members
City of Gresham	1 member
Combined cities of Fairview, Troutdale, and Wood Village	1 member
Multnomah County (outside Portland)	1 member
Clark County (from the Camas/Washougal area)	1 member
Washington County	1 member
Clackamas County	1 member

- The Port will name four members from within the four-county region to provide geographic balance and environmental representation on the Advisory Committee.
- The Advisory Committee chair and vice-chair will be elected by the members of the Committee.

**Recruitment: Reappointment/Application Process:**

- Port appointees: The Port will advertise for replacement of a Port appointee.
- City/County appointees: Port Government Affairs will coordinate with the appointing Electeds - to request the recruitment/appointment of replacement.
- For Port appointments, interviews will be conducted with the CNAC chair and/or vice-chair.

**Criteria for serving on CNAC**

- Participate in suggested resolutions of identified noise issues.
- Commit to a full term; i.e., three (3) years.
- Attend regularly scheduled meetings. After two consecutive absences without advance notice, membership will be reviewed by appointing jurisdictions.
- Members must be responsible for reporting to their appointing jurisdictions on at least a quarterly basis.
- Members are encouraged to participate in Port of Portland noise-related community outreach programs whenever possible.

**Committee terms and meeting schedule**

- Members will serve three (3) year terms.
- The chair and vice-chair will each serve a two (2) year term of office, unless otherwise voted by the committee.
- The Committee will meet monthly except for the months of December and August; the Committee may also vote to cancel a meeting at any time for a variety of reasons.
- A quorum is defined as 2/3 of CNAC members. Once a quorum is established, motions may be passed with a simple majority of a quorum.

**Technical advisory group (TAG)**

- The Port will assemble a Technical Advisory Group (TAG) of agencies and organizations with regulatory and operating responsibilities tied to the airport and other technical consultants.
- TAG membership may include representatives of the Federal Aviation Administration, Oregon Department of Environmental Quality, State Aeronautics Division, Oregon Air National Guard, City of Portland noise office, airlines and

pilots operating at the airport, the airport fixed base operator, and technical consultants.

- The purpose of the TAG will be to support the Advisory Committee by providing technical information.
- TAG members will be a non-voting group.

**Port of Portland support to the committee**

The Port will provide staff support to assist the Advisory Committee with its activities.

- Technical research and informational reports
- Coordination of facilities and preparation of materials for monthly meetings.
- Public meeting notifications.
- Recording and distribution of meeting summaries.
- Public access to CNAC information and documents.
- Logistical support for sub-committee meetings and retreats.
- Chair support and preparation of correspondence as needed
- Orientation and training for members.
- The Port of Portland Executive Director; Aviation Director; Manager of Aviation Long Range Planning; and various Port commissioners will periodically attend CNAC meetings.