

NW Parking SAC | Friendly House
July 18, 2018 | 1737 NW 26th Ave.
4:00 p.m. – 5:30 p.m. | Portland, OR 97210

Meeting Notes

Members in Attendance

Dan Anderson, Nick Fenster, Jeanne Harrison, Karen Karlsson, Rick Michaelson (Chair), Thomas Ranieri, Peter Rose, Don Singer

PBOT Staff

Chris Armes, Antonina Pattiz

NW SAC Liaison

Kathryn Doherty Chapman

Public in Attendance

Walt McMonies

Welcome and Public Comment

No public comment

SAC Term Expirations and ONI Changes

Kathryn informs the members that the Office of Neighborhood Involvement (ONI) has created new guidelines about the application and appointment process of Stakeholder Advisory Committees. Those guidelines and the new application should be finalized in early August. Kathryn reminds the SAC that terms will be expiring in September for Rick, Karen, Tom, Don and Tavo.

Don: “With regard to ONI, I think I understand somehow how that applies, but the respectable organizations that each of us represent are the people that appoint those for consideration. NWDA would be to the NWDA people and Nob Hill people would be to the Nob Hill people. I don’t understand where ONI really comes in other than NWDA.”

Rick explains that ONI is trying to standardize stakeholder committees City-wide. There’s discussion of requiring training for committee members, disclosing conflicts of interest, etc. Rick explains that the NW SAC is created by City Council and not ONI.

Chris explains that the resolution was passed by Council in May, directing ONI to standardize Type 1 – Type 3 committees and how they’re appointed, trained and the length of service.

Don: “It would seem to me that if we were created by ordinance, either they would have to dissolve that ordinance, or they would have no authority over that existing ordinance anyway, because the agreement to even be a part of this committee was the agreement that the ordinance founded. If they came up with

something that was radically different and NWDA and everybody else was sitting here, we would all have to say no.”

Karen agrees.

Tom asks how people get appointed.

Rick explains that all members of the NW SAC were appointed by the Commissioner of Transportation. NWDA recommends four members, Nob Hill recommends four members, and five members are at large. Rick points out that all members with expiring terms in September can re-apply for another three-year term.

Kathryn says that she has reached out to Lee Mendelsohn, the President of the Nob Hill Business Association and Cody Galloway, the Business District Organizer for Venture Portland. They were unaware that there is a Nob Hill vacancy on the committee.

Nick recalls that the vacancy was supposed to be filled by Lisa Higgins.

Karen explains that Lisa did not formally apply to be on the committee.

Don: “I know that Lisa wants to be a part of it, I don’t know if anyone from Nob Hill has really sat down with her, so let me follow up.”

Tom asks about Brent’s position on the committee.

Kathryn explains that she spoke to Brent. He has started a new job and he travels a lot. He isn’t sure if he can make the commitment to be on the SAC. Kathryn plans to check in with him in August to determine if his new job can accommodate his participation in the SAC. If not, there will be another vacancy.

Rick suggests creating a policy where, if a member does not attend three meetings in a row, staff will check in with them and ask them to resign if they can’t make the commitment.

Karen suggests that if a member can’t make the time commitment, reaching out to the President of the organization that appointed the individual is the right thing to do.

Rick mentions that Tavo will not be renewing his term. NWDA is looking for another individual to fill that position.

Kathryn says that she would like to extend the invitation to renew terms for all members. If members want to take time to think about the decision, or if they know that they won’t be renewing, she asks that they let her know as soon as possible so that she can start working with the necessary organizations to fill the upcoming vacancies.

Rick asks which members are interested in renewing their terms in September.

Rick, Karen, Tom and Don are interested in renewing their terms.

Rick says that those members will serve one more three-year term.

Kathryn concludes that she will keep the members apprised of anything she hears from ONI.

Budget Update¹

Rick explains that the next item on the agenda is the budget. In the Net Meter Revenue (NMR) the SAC budgeted \$375,000, but there will actually be \$1.1 million to spend. Similar with the permit surcharge; the SAC has allocated \$551,000 and there will be \$750,000. There will be either one or two opportunities in the Fall for public comment and input about parking. Northwest in Motion will be hosting an open house in the Fall. Rick would like to have public input prior to allocating funds/filling gaps. He asks if the members have any concerns or thoughts about the budgeted items.

Rick explains that two items in the 2017/18 budget are not being recommended further, the opt-out multi-family incentives and the return incentives.

Chris explains that the opt-out multi-family incentives were rolled into the general opt-outs. The return incentive, where residents are encouraged to return permits for a \$50 gift card is not necessary because PBOT mails postcards quarterly that get returned when residents move out.

Peter mentions that there are no incentives for individuals that sell their cars.

Chris confirms, if a resident sells their car they will not receive a \$50 gift card.

Rick suggest offering an opt-out mid-year to provide incentives for individuals that sell their cars.

Karen likes the idea of rewarding residents that choose to sell their cars. Perhaps language can be added to postcards to let residents know that if they sell their car they can receive a Transportation Wallet.

Don: “Are we letting people opt-out indefinitely so that they can claim the opt out prize every year?”

Rick explains that the opt-out is a one-time deal because those who opt out of their permits don't get renewal notices.

Rick points out that 95 Transportation Wallets (TW) were sold last year, this year, the committee will be budgeting for 300.

Chris reminds the members that the TWs were targeted to residents last year, not businesses. When Central Eastside renewed parking permits in April, PBOT focused their outreach on TW for businesses and 550 TW were exchanged for permits. By marketing to employers she expects that more TW will be sold.

Tom asks what percentage opted out.

Chris answers that there are approximately 7,000 permits issued to that area and 550 opted out of a permit this year.

¹ Attachment A: NW Parking District Permit Surcharge Expenditures / Net Meter Revenue Budget

Jeanne asks about the Private Bike Parking fund outlined in the budget.

Kathryn answers that she had an idea to offer bike parking for residents in older buildings. This would require working with property managers and assisting in funding bikes racks and/or hooks. She wrote a proposal and can bring it to the SAC at the next meeting. She mentions she has done a similar project in Lloyd for older residential buildings.

Jeanne says that she would like to see the proposal at the next meeting.

Peter says that he likes the idea.

Rick points out that one of the newer buildings that came online last year is already requesting more bike parking.

Tom asks how much bike parking \$25,000 will provide.

Kathryn answers that the exact count is hard to determine because it will depend on the quantity being requested per building, some buildings might want racks, others might just want hooks. She mentions that most of the projects done in Lloyd were under \$7,000. She is open to adjusting that number and can provide a calculation along with the proposal.

Karen would like to discuss the idea in greater detail and determine the appropriate amount that should be allocated to the project at the next meeting.

Rick adds that he would like to see some sort of fund matching whenever a program like this is offered. The match can be tailored to each unique situation.

Kathryn answers that her proposal suggests that the SAC would pay for the racks and hooks and the property manager would pay for installation.

Rick continues onto the wayfinding and signage program. He thinks the SAC should look to match funds for that project.

Nick asks if wayfinding has been discussed by the SAC previously.

Jeanne explains that wayfinding is a map & signage that shows visitors where they area, which restaurants are in a certain direction, where points of interest are located, etc.

Chris adds that It would also include other things like printed maps that businesses can hand out, what's available in the neighborhood, dinner options, etc.

Jeanne mentions that Streetcar has a similar program. She thinks the SAC could piggyback off of that program rather than creating a brand new one.

Rick would like to see signs by Streetcar stops that direct visitors to various places of interest (i.e. library one block north, restaurant up two blocks, etc.).

Karen adds that signs could also direct visitors to bike street parking to let visitors know that there are many different ways to visit the neighborhood.

Tom asks about the potential of creating an app for parking.

Rick says that an app for parking is well within the limits of the program, but it would need to be funded from the meter revenue.

Nick ask why the Circulation Study has spent such a small portion of its budget.

Kathryn answers that the project was not started until recently. The expectation is that the project will be finished in March.

Jeanne asks why the Circulation Study is on both sides of the funding sheet.

Kathryn explains that that is an error, the study should only be listed on the TDM side.

Jeanne would like to see more meter revenue funding allocated to capital projects. She mentions that there have been some projects proposed that work can begin on, like the NW 20 Greenway; curb extensions are one of the top priorities for the NWDA Transportation Committee. She spoke with Scott Cohen and he briefed the committee; they asked for 400k and that would be for eight curb extensions: four at Lovejoy, two at Glisan and two at Everett. She's especially interested in getting the one on Glisan funded. That's the intersection at MLC, the more there is to keep pedestrians safe, the better off the neighborhood will be. All the curb extensions serve pedestrians more than bikers. She believes that NW in Motion is supposed to provide a list of priorities. She expresses frustration that there isn't anything to point and say, "this is what we're doing this year."

Rick says he would like to see a formal request and budget from an organization. That's why there is still \$400,000 to allocate from meter revenue. He anticipates that more proposals will be coming in. Ultimately, he would like the SAC to spend a fair ratio on parking supply and pedestrian improvements. It sounds like pedestrian improvements are ready to go ahead.

Chris explains that PBOT would need a formal recommendation from the SAC on how they would like to use the funds. She asks if Scott should re-send the proposal he shared a few months prior.

Don: "I remember there was one that was some streets type thing that was on 20th. It seemed like something that was looking for a solution and we had some other things that we talked about. At first it seemed that NWDA was opposed to that 20th avenue project."

Jeanne says that the problem is that 20th is not used because it isn't organized as a street that would make it easy for bikers.

Rick says that he would like to see simple memos outlining the entire proposed program, the timeline, how much funding is being requested from the SAC and how much the total project will cost.

Don: "The other thing is we're spending money or throwing money on something that we weren't enthusiastic to begin with. Now, we're throwing more because we have more money that we've not spent. It doesn't seem right to me."

Rick says that he doesn't know if there are enough votes in favor of the 20th project. It will be up to the SAC to vote on the project once more information is received.

Karen shares that she is not in favor of the 20th bikeway project because it doesn't make sense to her. However, she thinks the intersections of 20th/Everett/Glisan and Lovejoy could use improvements from a pedestrian point of view. She would more support curb extension projects in those places. From a bicycle point of view, the project doesn't make sense.

Chris asks if Scott should attend the next meeting with his proposal, location-specific projects and funding request. She believes NWDA selected the intersections at 20th/Everett/Glisan and Lovejoy.

Jeanne mentions that based on the feedback received from the SAC meeting where Scott presented the project, the intersection of 20th/Northrup was dropped.

Chris confirms and says that Scott made adjustments according to the feedback received by the SAC.

Don: "As we begin to accumulate more and more money we're going to be a target or project's seeking funding and seeking an existence that have absolutely no right being in existence, let alone those that are legitimate. This one kind of had that feeling in my gut. We would have done those intersections anyway, I think."

Chris explains that since Scott does not have the funding needed for the curb extensions yet, he plans to provide a temporary solution by installing curb stop wands (large plastic pedestrian signs) in the meantime.

Don: "If you're not going to do it right, why is he spending money in the first place?"

Jeanne says that some sort of solution is needed.

Don: "They're not effective."

Jeanne explains that Scott wants curb extensions, but he doesn't have the money for them. He is offering a temporary solution in hopes that sometime in the future, we get the funds for the curb extensions. But if Scott doesn't get the money from the SAC, he will not be able to move forward with the curb extensions.

Rick says that if the SAC allocates funding at the August meeting, Scott could move forward with the curb extensions, not the wands.

Jeanne confirms.

Tom asks how the committee determines the split for projects, for example, using NMR vs. permit surcharge.

Karen mentions that a year or two ago the SAC was provided with a table that listed the things that funding could be used for. She asks if that can be brought to the SAC again.

Don: "Just a quick question for clarification. On the surcharge, you have the Circulation Study and Northwest in Motion, are those two separate things? Because to me, we put in on something on 21st and Glisan, spending money on curb extension, is that part of this?"

Chris explains the project Don is referring to is on the capital side of the spreadsheet, titled Curb Extensions for NW 21 & 23. Just looking at the layout and analysis.

Peter asks if the SAC had the ability to make conditions if they contribute funding to a project. For example, if the SAC funds the 20th project can we request that an underutilized bike lane be removed elsewhere?

Rick doesn't think that would be possible.

Peter asks if the SAC has any leverage because they have a lot of capital right now. If the SAC agrees to fund 100% of a project, can they have any say in the actual details of the project?

Rick says the SAC can limit funding to the portions of the project they would like to see. But the SAC does not have the ability to make conditions.

Karen suggests offering input on the NW in Motion project for changes to proposed projects.

Jeanne points out that the feedback deadline has been extended through August 10, 2019.

Chris adds that the outcome of NW in Motion will be a list of projects that the SAC can review and identify things that they would like to fund if the City matches the funds to it. This might be geared more towards alternative modes but there are other things that can be added to supplement the NW in Motion list of items.

Karen mentions that if an intersection is a problem for cars, chances are it's just as much a problem for pedestrians. Everything is intermixed.

Off-Street Data Collection Contract²

Rick continues to the off-street data collection to be collected by Rick Williams Consulting (RWC).

Kathryn explains that Colleen (PBOT) has created an interactive map that RWC will use during their data collection to help pull a number for how many off-street spaces are available in NW.

Don: "This is an important component of the decision-making process. I'm wondering if, as we move forward that we have somebody who is well versed in parking and data analysis, looking at this information as a second opinion for us. Because, I think when you start getting into something as complex as this, you want to make sure that when you're going into it for the first time, you're starting right and you're not doing something that has a lot of holes at the end. And so hiring someone, just as you're going to hire a cancer specialist, you're going to get a second opinion. Because, again, I'm a little concerned about always relying on the same vendor doing this, doing that. And there's always synergies that benefit by having one vendor but there's also dislocations and influence you get when you have someone that is too steeped in it and you're not getting fresh eyes on it. I wanted to throw that out

² Attachment B: Off-street Parking and Building Assessment

because I would hate to hire someone at the end product going well, here are a couple of ideas that weren't done wrong but should have been added.”

Chris explains that, in putting this together, Colleen has worked with the Bureau of Development Services (BDS), the Bureau of Planning and Sustainability (BPS) and Technology Services to create a robust data base on how the information gets collected, how it gets received by the consultants and how it gets tallied to ensure it's in a useful form and maintainable. PBOT has put a lot of time into discussing how the data is collected and entered to ensure it is useful and usable. This project is so labor intensive, we want to make sure we're getting information we can use.

Don: “I understand, and this is nothing against PBOT, but I remember the Water Bureau IT thing and all the different IT failures that have happened down in the city where we developed a database and hired a lot of different consultants looking over each other's shoulders as we were doing the IT development. To me, when you're trying to do something as technical as this and everybody puts their best efforts into it, it seems like those that are designing it are so involved in the project that they don't see something very simple on the outside. And that's all I'm saying, is someone should look this over before we start it who is independent of the City and of the consultant to say, ‘this looks great.’ That would make me feel better about spending money on the project. The project, on the surface looks fine.”

Rick asks if Don has anyone he would like to recommend.

Don: “I look towards the City to know if it would be somebody like Makenzie, Kittleson, or David Evans. Somebody along those lines. I'm not involved enough to know who is in the pool to look at.”

Chris asks if Don thinks it should be someone in the transportation industry, like Kittleson, doing the data analysis piece of it.

Don says yes.

Dan says that the GIS part seems covered. The analysis piece is still needed to ensure the SAC/PBOT are asking all of the right questions before the project begins.

Chris says she wants to figure out how that would be possible to do without an RFP process. If an RFP is necessary, this discussion will be pushed out by another year.

Karen asks about the objective of the data collection.

Chris says that PBOT assumes the data will be used to look at how permits are issued in the future and how we look at managing the on-street system to see what is available in the off-street system. This project is looking at all the different types of buildings (residential, commercial, mixed, etc.), the age of the building, how many units are available, how many parking spaces are available, how many are leased out, the rates for leasing parking spaces, etc. If the spaces are in a newer building, are they allocated to residents or commercial use? That's the information we are trying to gather.

Don: “On that template, does it have looking at new construction whether or not the service core is from the parking garage would be able to service both commercial parking and residential so they can have different cores coming up so that you can do the same thing. I know downtown, with 2035, we're able to

do that but that's part of the resistance so I'm glad that question is in there. But it'd be looking for things that wouldn't be so typical that would-be nuances, like those type of questions.”

Rick asks for the off-street data collection template to be circulated to the committee members so that they can offer input.

Don: “It may not be as important here, in terms of the collections, but I wanted to bring this up because I think when we come to the analysis, I would definitely like two different viewpoints looking at the same data. Because it would be interesting to see how each of them independently interprets the data.”

Chris explains that her understanding is that the off-street data analysis should be available to the committee in January, so that it can be used once we start the discussion for what we would like to do with the permit program for next year. We have a window to gather this information now and get the on-street occupancy data collection in October so that hopefully, the analysis would be available in November/December.

Peter asks if RWC is able to allocate time to both data collection efforts.

Chris says that if the off-street data collection begins in August, there would be enough time for both data collection efforts.

Karen believes that the SAC needs to go with it now. She asks when RWC will have the template ready for review.

Chris explains that PBOT collaborated with RWC and GIS/BDS contact to create the template and it is available now. Chris says she can provide the template to the SAC. She thinks it's a good idea to have someone else review the data after it is collected. To do that, an RFP will be necessary, and it would need to be put out now to have someone ready in January.

Rick says that he'd like the SAC to approve the contract now with the ability to review the template. But he thinks the effort should be started.

Rick: all in favor of approving the contract?

Passes unanimously.

30-Minute Space Proposal³

Rick reminds the committee that Kathryn was asked to look at 30-minute spaces. She has done that, but she did not collect data on 30-minute stalls that were not included in the sample.

Kathryn explains that some of the stalls recommended to be removed were adjacent to spaces that were studied, but not included in the sample, so Kathryn studied those and made recommendations. Kathryn's recommendations is to remove 25% of the 30-minute stalls studied.

³ 30-Minute Spaces Proposal

Rick asks the members how they feel about the recommendation.

Dan makes a motion to remove the 30-minute spaces recommended by Kathryn.

Karen seconds the motion.

All in favor, passes with unanimous approval.

Rick mentions that Kathryn is also collecting data on wrap-around spaces.

Meter Expansion Process and Next Steps

Rick explains that the committee needs to discuss the possibility of expanding the meter district. He asks if the SAC should use the City's current standards or initiate more public outreach.

Karen asks about the City's standard public outreach.

Chris explains the usual process: first, a letter is mailed to occupants in the expansion area to inform them of the meters and the timeline, an engineering technician surveys the area and identifies the best location on the block, then a second round of letters is mailed to let occupants know that the marked areas are where the meters will be installed, occupants have three-weeks to respond with questions and concerns, adjustments are made if possible/necessary, then PBOT begins the installation process.

Kathryn mentions that, in order to get more public input, the SAC can host an open house two times a year. There's talk of potentially doing an open house with Northwest in Motion in November to get more people that are interested in other transportation demand projects to get some cross-pollination.

Rick- I think there are still a lot of details to discuss. The proposed meter expansion area isn't as simple as 21st and 23rd. The meters in the new area need to meet the needs of that part of the neighborhood. Our goal would be to develop a map of the recommended expansion area to bring to the SAC at the October meeting and to go public at the November open house.

New Business

A member of the public asks about the pedestrian crossings being proposed on Burnside and 18/19, the lane changes and bike changes, is that moving forward?

Chris says that that decision is outside the NW SAC but she believes that project is moving forward.

Tom asks what the NW SAC can do about the Timber's stadium expansion. Are there steps the SAC can take? What does the SAC need to do to turn up the heat? Should there be a separate subcommittee?

Dan recommends perusing a parking app or using techniques and tools from other cities.

Don: "It seems to me, from what I heard from the discussion, a lot of eggs have been put in the Legacy basket once again. And it seems like that's so misplaced. You do as much as you can to get as much as you can but they're only going to have a limited amount and they need stuff for operations 24/7, they're

getting kicked out of Conway and they only have so much capacity at Northrup to absorb that, so they had to bring those people into the lots. So there's only so much there and certain lots will get built on, so when you're talking 2,500 to 3,000 more cars because the expansion coming in, more heat seems to be necessary to be put on the Timbers' organization that do outreach. I can tell you, we have not had one contact from the Timber's organization about any of our surface lots. Through city center or through us individually. That right there over 100-250 spaces, maybe we would be willing to talk to them about that. We are buying a very large parking asset downtown and not once have the Timbers come and reached out to the owners or city center parking on that one; and there's 180 spots or more, right there, that are available. It seems like what I saw in the summary of what was done, I've seen the same GNA 20 years ago."

Rick says the SAC needs to effectively put pressure on City Council over the Timber's expansion.

Karen agrees, she believes NW will be hit the worst by it. NW is too easy to park in, even with meters and restrictions.

Don: "maybe reach out to Conway, there's 600 spaces under there that for weekends can have a shuttle, they can guarantee 300 of them. But I don't see, from people I know in the real estate industry, I don't hear it. Maybe they have reached out to other people, but I haven't heard anything."

Rick asks if the NW SAC should get more restrictive on game days.

Tom says that, as a group, the SAC needs to ask Legacy about their plan for parking. They have the Legacy facility that they're not taking advantage of.

Rick says that rather than giving the Timbers Legacy's parking spaces, would the SAC be better off reserving those spaces other businesses?

Don: "I think you need to go to Saltzman, you need to go to the top at this point."

Meeting adjourned. ⁴

⁴ NW July 2018 SAC Update, provided by Kathryn.

NW Parking District Permit Surcharge Expenditures

Permit Surcharge funds are estimated for the year ahead and spent the same year

	Project/Program	2017/2018			2018/2019			2019/2020		
		Budgeted	Funds Billed	Funds Remaining	Budgeted	Funds Billed	Funds Remaining	Budgeted	Funds Billed	Funds Remaining
	Streetcar Rolling Stock - 5 year commitment*	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00		\$ 25,000.00
	Streetcar Passes (buy down for discount)**	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00		\$ 10,000.00	\$ 10,000.00		\$ 10,000.00
	Opt Out/Multi Family Incentives***	\$ 50,000.00	\$ -	\$ 50,000.00			\$ -			\$ -
	Permit Return Incentive****	\$ 10,000.00	\$ 9,900.00	\$ 100.00			\$ -			\$ -
<i>These are all for the TDM outreach and tools program</i>	Permit Opt Out- TW for Residents (350 @ \$203 per in 2018)	\$ 20,000.00	\$ 23,668.00	\$ (3,668.00)	\$ 71,050.00		\$ 71,050.00			\$ -
	Business Opt Outs TW (350 @ \$203 per in 2018)	\$ 50,000.00	\$ 4,800.00	\$ 45,200.00	\$ 71,050.00		\$ 71,050.00			\$ -
	Transportation Wallet for purchase-600 @ \$174 per wallet ^	\$ 20,000.00	\$ 62,620.00	\$ (42,620.00)	\$ 90,400.00		\$ 90,400.00			\$ -
	TDM Staff time	\$ -	\$ -	\$ -	\$ 19,000.00		\$ 19,000.00			\$ -
	TDM Outreach (Design, printing, software, etc.)	\$ -	\$ 22,378.00	\$ (22,378.00)	\$ 24,000.00		\$ 24,000.00			\$ -
	Circulation Study/NW in Motion Planning (one time commitment)	\$ 100,000.00	\$ 8,828.00	\$ 91,172.00	\$ 91,172.00		\$ 91,172.00			\$ -
	Pedestrian Lighting Study			\$ -	\$ 25,000.00		\$ 25,000.00			\$ -
	Private Bike Parking Fund				\$ 25,000.00		\$ 25,000.00			
	Wayfinding program (Design, signs installation, map production, and			\$ -	\$ 100,000.00		\$ 100,000.00			\$ -
	Total	\$ 285,000.00	\$ 167,194.00	\$ 117,806.00	\$ 551,672.00	\$ -	\$ 551,672.00	\$ 35,000.00	\$ -	\$ 35,000.00

2017/2018	Permit Surcharge Revenue Estimate	\$ 692,160.00
	Permit Surcharge Revenue Actuals	\$ 692,160.00
	Surcharge expenditures spent	\$ 167,194.00
	Remaining funds	\$ 524,966.00

2018/2019	Permit Surcharge Revenue Estimate*	\$ 655,710.00
	Permit Surcharge Revenue Actuals	
	<i>Carryover from last year(s)</i>	\$ 524,966.00
	Estimated Total Permit Revenue	\$ 1,180,676.00
	Surcharge Expenditures Budgeted	\$ 551,672.00
	Remaining funds	\$ 629,004.00

* based on last year's permit sales with updated prices

2019/2020	Permit Surcharge Revenue Estimate	
	Permit Surcharge Revenue Actuals	
	Carryover from last year(s)	
	Estimated Total Permit Revenue	
	Surcharge Expenditures Budgeted	
Remaining funds		

* Agreement to fund streetcar purchase over 5 years, split with meter revenue

** Agreement to pay Streetcar flat fee for discounted Wallet Streetcar passes

*** We didn't do this and the TDM outreach approach changed

**** Decided to approach this differently, no longer offering this.

TW= Transportation Wallet= Annual BIKETOWN pass, Hopcard with \$100 TriMet and Annual Streetcar pass

^ The wallet is for the SALES in January 2019, it will be more TriMet, and carshare. The cost to SAC is \$174 for the NEW wallets in 2019

Net Meter Revenue Budget*

*Net Meter Revenue is spent the following fiscal year that it is collected, i.e. meter year 15/16 is spent in fiscal year 16/17.

Project/Program/Expenditure	Fiscal Year 2016/2017			Fiscal Year 2017/2018			Fiscal Year 2018/2019			Fiscal Year 2019/2020		
	Budgeted	Funds Billed	Funds Remaining	Budgeted	Funds Billed	Funds Remaining	Budgeted	Funds Billed	Funds Remaining	Budgeted	Funds Billed	Funds Remaining
Stop Signs*	\$ 10,000.00	\$ -	\$ 10,000.00			\$ -			\$ -			\$ -
Shared Parking Outreach Consultant Contract**	\$ 50,000.00	\$ 1,600.00	\$ 48,400.00	\$ 6,900.00	\$ 5,825.00	\$ 1,075.00			\$ -			\$ -
Curb Extensions for NW 21 & 23***	\$ 20,000.00	\$ -	\$ 20,000.00			\$ -			\$ -			\$ -
Biketown Summer Membership****	\$ 44,000.00	\$ 44,000.00	\$ -			\$ -			\$ -			\$ -
Streetcar Rolling Stock (5 year commitment, split w/Permits)			\$ -	\$ 25,000.00	\$ 25,000.00	\$ -	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00		\$ 25,000.00
RWC Contract Data Collection & Analysis Fall 2017			\$ -	\$ 65,000.00	\$ 61,756.00	\$ 3,244.00			\$ -			\$ -
RWC Contract Data Collection & Analysis Spring 2018			\$ -	\$ 65,000.00		\$ 65,000.00			\$ -			\$ -
Staff	\$ 50,000.00	\$ 49,287.27	\$ 712.73	\$ 100,000.00	\$ 58,000.00	\$ 42,000.00	\$ 100,000.00		\$ 100,000.00			\$ -
Circulation Study/NW in Motion Planning (one time commitment)	\$ 100,000.00		\$ 100,000.00	\$ 100,000.00	\$ 8,828.00	\$ 91,172.00	\$ 91,172.00		\$ 91,172.00			\$ -
Traffic/Parking Analysis (Engineers)			\$ -	\$ 5,000.00	\$ 1,062.00	\$ 3,938.00			\$ -			\$ -
Paystation(s) for shared parking			\$ -	\$ 9,999.00		\$ 9,999.00	\$ 30,000.00		\$ 30,000.00			\$ -
RWC Contract Off-street Data Collection & Analysis Summer 2018			\$ -			\$ -	\$ 39,500.00		\$ 39,500.00			\$ -
RWC Contract Data Collection & Analysis Fall 2018			\$ -			\$ -	\$ 65,000.00		\$ 65,000.00			\$ -
General outreach materials- printing, graphic design, email/software licenses, etc.			\$ -			\$ -	\$ 25,000.00		\$ 25,000.00			\$ -
												\$ -
Total	\$ 274,000.00	\$ 94,887.27	\$ 179,112.73	\$ 376,899.00	\$ 160,471.00	\$ 216,428.00	\$ 375,672.00		\$ 375,672.00	\$ 25,000.00		\$ 25,000.00

Fiscal Year 2016/2017	
Total Net Meter Revenue (From FY 2015/2016)	\$ 294,278.00
Expenditures	\$ 94,887.27
Remaining meter revenue funds	\$ 199,390.73

Fiscal Year 2017/2018	
Total Meter Revenue (FY 2016/2017)	\$ 719,887.00
Carryover from last year(s)	\$ 199,390.73
Total	\$ 919,277.73
Expenses	\$ 160,471.00
Remaining meter revenue funds	\$ 758,806.73

Fiscal Year 2018/2019	
Total Net Meter Revenue (FY 2017/2018) *	\$ 725,000.00
Carryover from last year(s)	\$ 758,806.73
Total	\$ 1,483,806.73
Budgeted Expenses	\$ 375,672.00
Remaining meter revenue funds	\$ 1,108,134.73

* projected, will get actuals in September 2018

* Traffic Engineer did not approve the locations for requested stop signs. Can look at additional locations.

** Consultant had a limited scope of work for outreach

*** We have preliminary estimates and they exceed BOM. Can further evaluate moving forward when a final estimate is received.

**** BIKETOWN memberships were paid for but not spent/distributed out yet, have \$29,000 as a credit with BIKETOWN

PBOT - NWSAC
Off-street Parking and Building Assessment
DRAFT (V2) - TASKS PROVIDED BY RICK WILLIAMS CONSULTING – DRAFT (V2)
June 18, 2018

PROJECT ROLE

PBOT and the NW-SAC are interested in cataloguing all off-street parking in the NW Parking District. The data base created through this process would provide PBOT/NWSAC the ability to evaluate potential off-street parking capacity and its potential role in the overall management of parking in the district. As part of this assessment, PBOT is also interested in supplementing the parking catalogue with information about the buildings within the same study boundary (e.g., residential, commercial, ground floor uses, etc.). Initial research indicates the survey would include over 1,300 buildings, 100 vacant parcels covering 510 block faces (about 128 City blocks). PBOT would like the survey to be integrated into its parking data collection app, which will need to be modified and field tested to support this desired outcome.

Rick Williams Consulting (RWC) proposes to assemble that data for PBOT/NWSAC. This would involve creating an inventory of parking for all buildings; parcels and off-street supply within the adopted NW Parking District Boundary (see **Figure A**, next page). A methodology for collecting this data has been developed and is attached at the end of this proposal.

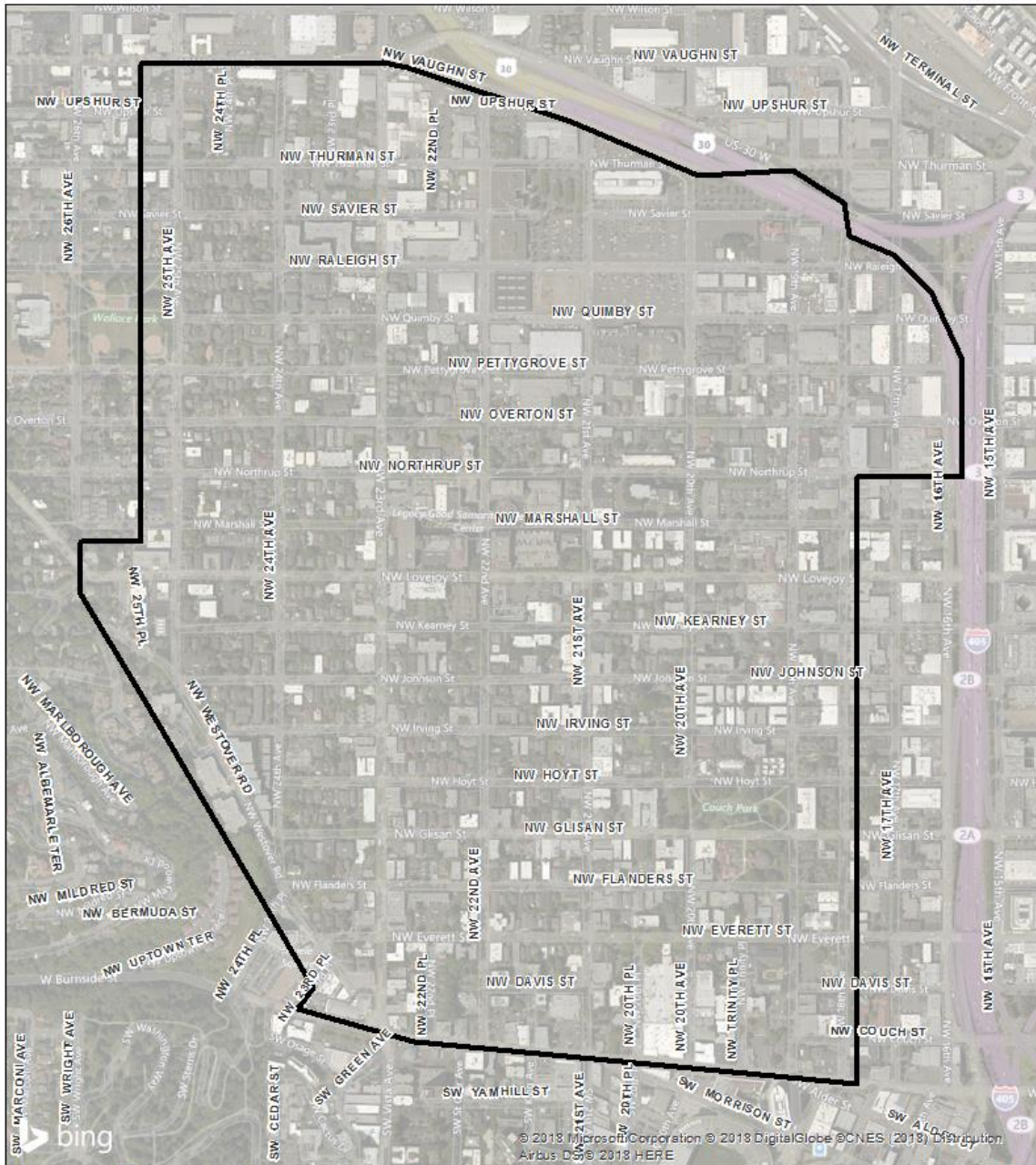
Data collected would be analyzed across a number of metrics, including total supply, location and description by unique parcel as well as information related to each building or parcel. [NOTE: final data fields in this regard are being developed with PBOT and will be part of the initial development and testing of the PBOT data collection app.

Specific RWC tasks (and cost estimates) are provided below. Time will be billed on a per hour basis with a not to exceed limit. A detailed budget is provided at the end of this document.

SCOPE TASKS

1. *Methodology and Finalizing Work scope*
2. *Develop pre-inventory data templates and integrate with City/PBOT app*
3. *In-field inventory data collection (up to 510 block faces/100 lots)*
4. *Data analysis*
5. *Meetings*

Figure A: NW Parking Plan District
Inventory Study Area Boundary



Northwest District Parking Study Area

2017

▭ NW District Study Area

BUDGET

RWC proposes a not to exceed contract agreement of \$27,246. This includes work to the satisfaction of the Client for Tasks 1 - 6 as specified and described above. This also includes all travel and expenses. RWC also proposes an additional Contingency element of \$12,295 to provide additional project assistance to PBOT and/or NW SAC at the request of PBOT.

Total potential project budget would be \$39,541. A budget summary is below with a more detailed budget (with line item detail) on the next page.

	R. Williams	Ronchelli	Collins	W. Reynolds	C. Williams	M. Vasbinder	Surveyors/ Data Entry			
	Project Lead	Senior Associate	Associate	Associate	Data Specialist/GIS Tech	Field Foreman	Field Crew			Amount per Deliverable
Rate	\$175	\$150	\$140	\$140	\$40	\$40	\$27	Total	Expenses	Task Cost
Task 1: Methodology and Finalizing Work Scope	2	3	0	0	0	0	0	5	\$0	\$713
Task 2: Develop pre-inventory data templates and integrate with City App	0	13	4	4	16	16	0	53	\$0	\$4,350
Task 3: In-field inventory data collection (up to 510 block faces/100 lots)	0	10	4	0	26	34	154	228	\$0	\$8,618
Task 4: Data Analysis	3	7	3	0	28	14	0	55	\$0	\$3,675
Task 5: Meetings	18	14	0	6	10	0	0	48	\$0	\$6,490
Task 6: Expenses - 4G enabled iPad tablet rental	0	0	0	0	0	0	0	0	\$3,400	\$3,400
TOTAL ESTIMATED PROJECT HOURS & BUDGET	23	47	11	10	80	64	154	389	\$3,400	\$27,246
Task 7: Contingency - additional work/data requests (by PBOT/SAC)	15	29	11	9	48	15	0	127	\$0	\$12,295
Total Hours (w/ Contingency)	38	76	22	19	128	79	154	516		
Total Cost w/Contingency	\$6,563	\$11,400	\$3,080	\$2,660	\$5,120	\$3,160	\$4,158		\$3,400	\$39,541

Proposed Budget (line item detail)

	R. Williams	Ronchelli	Collins	W. Reynolds	C. Williams	M. Vasbinder	Surveyors/ Data Entry	Total Hours	Expenses	Total Task Cost
Task 1: Methodology and Finalizing Work Scope										
1.a DELIVERABLE: Finalize with client memorandum on inventory methodology (up to 1,300 block faces/100 surface lots/510 block faces)	0	3	0	0	0	0	0	3	\$0	\$450
1.b: With client - finalize/refine work scope for data collection.	1.5	0	0	0	0	0	0	1.5	\$0	\$263
<i>Subtotal Hours & Costs</i>	1.5	3	0	0	0	0	0	4.5	\$0	\$713
Task 2: Develop pre-inventory data templates and integrate with City App										
Task 2.a: Up to two (2) meetings w/ City tech staff to finalize inventory data templates and integration with City App (via iPad function)	0	6	0	0	6	6	0	18	\$0	\$1,380
Task 2.b: Finalize App function with client	0	3	0	0	6	6	0	15	\$0	\$930
Task 2.c: Field test App in sample area (all RWC supervisors)	0	4	4	4	4	4	0	20	\$0	\$2,040
<i>Subtotal Hours & Costs</i>	0	13	4	4	16	16	0	53	\$0	\$4,350
Task 3: In-field inventory data collection (up to 510 block faces/100 lots)										
3.a: Recruit/schedule field surveyors	0	0	0	0	0	8	0	8	\$0	\$320
3.b: Surveyor trainings (assumes 6 surveyors/2 trainings over 2.5 months)	0	4	4	0	6	6	24	44	\$0	\$2,288
3.c: In-field inventory data collection (July 1 - Sept 30, 2018)	0	6	0	0	20	20	130	176	\$0	\$6,010
<i>Subtotal Hours & Cost</i>	0	10	4	0	26	34	154	228	\$0	\$8,618
Task 4: Data Analysis										
4.a: Validate data sets/data entry/database integrity	0	3	0	0	12	6	0	21	\$0	\$1,170
4.b: Assist PBOT in initial analysis of data, which would include data analysis, create summary inventory catalogue, tables, graphics, data findings. RWC only to assist. If requested, see Tasks 7b, 7c and 7d (contingency)	3	4	3	0	16	8	0	34	\$0	\$2,505
<i>Subtotal Hours & Cost</i>	3	7	3	0	28	14	0	55	\$0	\$3,675
Task 5: Meetings										
5.a: Up to five (5) meetings w/ PBOT PMT	10	10	0	6	10	0	0	36	\$0	\$4,490
5.b: Up to four (4) meetings w/ NW SAC	8	4	0	0	0	0	0	12	\$0	\$2,000
<i>Subtotal Hours & Cost</i>	18	14	0	6	10	0	0	72	\$0	\$6,490
Task 6: Expenses - 4G enabled iPad tablet rental										
6.a: iPad technology necessary to support PBOT App	0	0	0	0	0	0	0	0	\$3,400	\$3,400
<i>Subtotal Hours & Cost</i>	0	0	0	0	0	0	0	0	\$3,400	\$3,400
Task 7: Contingency - additional work/data requests (by PBOT/SAC)										
7.a: Additional meetings beyond Tasks 5.a and 5.b (up to 3)	6	6	2	2	0	0	0	16	\$0	\$2,510
7.b: Analyze data, create summary inventory catalogue, tables, graphics, data findings	3	10	6	0	25	15	0	59	\$0	\$4,465
7.c: GIS mapping	0	7	0	4	15	0	0	26	\$0	\$2,210
7.d: DELIVERABLE: Draft data summary report	6	6	3	3	8	0	0	26	\$0	\$3,110
<i>Subtotal Hours & Cost</i>	15	29	11	9	48	15	0	127	\$0	\$12,295

Draft Methodology for Off-Street Parking Inventory in NW Portland (v1)

The following is a draft outline of information to collect during the off-street parking inventory work. Please provide feedback with additional information to collect or eliminate elements that are not needed. The finalized methodology framework will be converted into a surveyor template intended for data collection work in the field. This could also be adapted for handheld data collection which could include photographs of the subject property.

Building Address

Building Type:

- Residential
 - Single family residential
 - Multi-family residential
 - ✓ Units (if evident) – can be confirmed with property manager
- Commercial (primary ground floor use or mark all that apply?)
 - General
 - Grocery
 - Hotel
 - Office
 - Restaurant
 - Retail
 - Institutional
 - ✓ Hospital
 - ✓ School
 - ✓ Religious
- Mixed Use (both residential & commercial)
 - Same categories as above

Parking Inventory

- Curb cut apron – width measurement (if desired)
 - Driveway
 - ✓ Yes / No
 - ✓ # stalls (each stall estimated at 20', tandem spaces counted)
 - Garage
 - ✓ Yes / No
 - ✓ # of doors, assume single space per door unless visual confirmation demonstrates otherwise
 - ✓ Multi-stall garage stall count will have to be confirmed through property manager unless accessible by surveyor
 - ✓ Tenant use only / available to public

- Surface lot
 - ✓ Lot address & name
 - ✓ # stalls
 - ✓ Access control system (Y/N)
 - ✓ Available to public
 - ✓ Priced parking

DRAFT

PARKING

30 MINUTE SPACES PROPOSAL

PROPOSED CHANGES

In June, RWC proposed changing some poor performing 30 minute stalls and the SAC needed more information in order to make a decision. So I went out to see what stalls I thought could be removed based on the adjacent land uses, business types, and if there were other 30 minute stalls near by. The following spaces were deemed eligible to change to 4 hour OBP spaces. This is only 5 %

Johnson St	22nd Ave	Apartments	Keep, but remove SW Corner	this one is good, but remove the one on the SW corner
24th	Lovejoy	Residential houses	Remove	Mostly single family homes w/ off-street parking
24th	Kearney	Mixed	Remove	there are 2 others nearby in better locations
Lovejoy	20th	Apartments	Remove	there are 2 others nearby in better locations
Johnson St	24th	Apartments/Zinc Condos	Remove	there are 2 others nearby in better locations
22nd	Johnson	Apartments	Remove	there are 2 others nearby in better locations
22nd	Hoyt	Apartments	Remove	there are 3 others nearby in better locations
22nd	Glisan	Apartments	Remove	there are 2 others nearby in better locations
22nd	Flanders	Residential	Remove	there are 2 others nearby in better locations
22nd	NE Everett	Apartments	Remove	there are 2 others nearby in better locations
22nd	W Burnside	Commercial - Goodwill	Remove	All adjacent have surface lots for customers
Irving St	18th	Commercial-Lutheran Church Office	Remove	there are 2 others nearby in better locations
Glisan	19th	Park	Remove	There are 3 others near by in better locations
19th	Hoyt	Park	Remove	There are 3 others near by in better locations
19th	Burnside	Commercial	Remove	no adjacent residential, all adjacent businesses have off-street parking

PBOT

PORTLAND BUREAU OF TRANSPORTATION

1120 SW Fifth Avenue, Suite 800 Portland, OR 97204 503.823.5185
Fax 503.823.7576 TTY 503.823.6868 www.portlandoregon.gov/transportation

Dan Saltzman Commissioner **Leah Treat** Director

- **Permits**
 - 3,809 of residential permits have been sold to date
 - 3,602 of Residential permits have been turned in
- **Transportation Wallets to date**
 - Opt-outs
 - 95 residential wallets
 - 24 to 2 businesses
 - Sold--424 wallets (both employee and residents)
- **Shared Parking**
 - We have sent the shared parking agreement to the legal team at Legacy for review and have followed up several times with Piseth to check in. He said they are reviewing and should have an answer soon.
- **NW in Motion**
 - The consulting team has started analysis and outreach to community members.
 - There were several outreach events this spring and summer and the project CAC has met twice. They also met with the Nob Hill Business association and are planning more outreach events.
 - So far the project is going well and the project team likes the idea of doing a joint Parking Day event in September as well as an Open House in November to solicit more feedback on both parking the active transportation projects considered for NW in Motion.
 - The online open house is now open, please take it and share widely-
<http://openhouse.jla.us.com/northwest-in-motion>

NW Parking SAC recruitment Fall 2018

The following SAC members terms will expire in September 2018—

- Karen Karlleson – NWDA
- Tavo Cruz- NWDA
- Rick Michaelson- At Large
- Tom Raineri- Nob Hill
- Don Singer- Nob Hill

These are all 4 year terms

The following vacancies need to be filled-

- Nob Hill Business Association – 3 year term
- If Brent leaves, At Large- 3 years

ONI has a new application and by laws that are almost ready for use, we will check in on that in August.



The Portland Bureau of Transportation fully complies with Title VI of the Civil Rights Act of 1964, the ADA Title II, and related statutes and regulations in all programs and activities. For accommodations, complaints and information, call (503) 823-5185, City TTY (503) 823-6868, or use Oregon Relay Service: 711.

