

PBOT

PORTLAND BUREAU OF TRANSPORTATION

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Chloe Eudaly Commissioner **Chris Warner** Director

NW Parking SAC | Friendly House
October 16, 2019 | 1737 NW 26th Ave.
4:30 p.m. – 6:00 p.m. | Portland, OR 97210

Meeting Notes

Members in Attendance

Daniel Anderson, Nick Fenster (Chair), Jeanne Harrison, Parker McNulty, Thomas Ranieri, Peter Rose, Don Singer, Mark Stromme, Ron Walters

Members Absent

Rick Michaelson, Karen Karlson, Lisa Higgins, Brent Soffey

PBOT Staff

Antonina Pattiz, Kathryn Doherty-Chapman - NW SAC Liaison

Public comment

- N/A

NW in Motion Update:

- Zef Wagner informs the members that NW in Motion (NWIM) is moving forward with the draft plan released last week. Progress is being made and public feedback is being taken into consideration. The next open house will occur at Chown Hardware from 5pm – 7pm on November 14th. Public comment will be solicited mid-December for broader input on the draft plan. The goal is to have a draft to city council mid-January. Zef plans to continue attending SAC meetings to keep members informed of the progress.
- Highlights:
 - There are 10 projects with 2 phases. An interim phase testing out things using temporary materials, after a monitoring period, they can finish with permanent materials.
 - 5 projects are Neighborhood Greenways (3 retrofits and 2 new), and 5 are Corridor safety improvements including signal changes and more and improved pedestrian crossings and signal improvements.



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- They also started developing program recommendations for area-wide improvements. These ideas include: ped. lighting improvements, Greenstreet improvements, bike parking, main street improvements, etc.

Members make the following comments:

- Everett should not be reduced to one lane; the bike lane should move to Flanders to allow two lanes of vehicle traffic down Everett.
 - PBOT has agreed to monitor both streets after the Flanders bridge is complete and will discuss possible changes if the change is significant. The performance metrics are being figured out now.
- Would it be possible to fund certain projects from NWIM?
 - Picking and choosing what projects go into NWIM is not in the SAC's purview. Adding input on the final plan is, but that input will be along with a broad community engagement process. Only a small percentage, 25% or less of the SAC's funding is allocated to NWIM projects, if members are interested in pursuing other projects, they have funding for those.
 - If there are types of projects the SAC feels strongly they do NOT want to fund, we can discuss those projects being funded by other sources. However, the SAC does not get the final say in what projects go into NWIM.
 - Jeanne reminds the committee that NWIM is the result of the SAC's request for a list of transportation-related projects. Ignoring this list would bring us back to square one with no project list to fund.
- Phil chairs the NWDA Transportation Committee and feels that NWIM is consistent with the objectives of both the NW SAC and NWDA Transportation Committee.
- A member states that NWIM had a broad public process and these projects seem well vetted to him. He's not a transportation expert, so he doesn't think he should be deciding what projects should be chosen.
- Members ask if it's possible to request more than a 30% match from System Development Charge (SDC) in funding from the City.
 - Response: Yes, but there is no guarantee it would be approved.
- There was interest in the 23rd repaving project which is not SDC eligible.
 - The vast majority of NWIM projects are not rebuilding the roadway and are focused on changing capacity, so 23rd Ave is not really adding capacity and is not SDC eligible.
 - Phase I projects will be funded by "quick build" funding, not NW parking revenue. The full build outs of the greenways are where NWIM will need other funding including parking revenue.
 - Rick made it clear that the NW SAC will not fund projects fully but will match funds up to 50%, which is how the NWIM plan was developed.

- What would happen if the SAC contributes a smaller portion of funding to NWIM? Would the project stall until more funding is found or would less projects be pursued?
 - PBOT is committed to NWIM as a whole, but the phasing of projects is flexible. If the SAC prioritizes certain projects over others, those can be addressed first and other funding would be found for the others.
- Don: “We could use all our parking revenue, after expenses, and it would equal the \$1.5 million and then we would have nothing left. And we would have to build up again for other projects we want to do. We have to think in terms of dollar amount, not necessarily percentages.”
 - Zef explains that PBOT has a limited capacity for the amount of work they can commit to, so the funds would be requested over the course of several years, not all at once.
- Zef will attend the November meeting to provide updates and more information.

Staff transition:

- Kathryn informs the committee she will be transitioning out of her role as the NW SAC liaison. She is hopeful the position will be filled in January. Kathryn will remain at PBOT and will be available for questions/inquiries. She plans to train the new liaison. She asks if the members would like any specific skills from the new hire.
 - Members request the candidate have strong outreach & communication skills.

Budget update:

Kathryn goes over the budget with SAC members.

- New line items were added for supplies, city emails (if requested) and a proposed starting point for funding NWIM (in blue).
- The Staff line item was not projected to include the direct costs and overhead, but it should have. That is why that line item is over budget and why this next year’s staff line item is so much higher.
- Permit surcharge budget: Car2Go is leaving Portland, funding initially allocated for Car2Go will be returned to the SAC.
- The TDM subcommittee requested to reduce HopCard value to \$100 from \$150. This can’t happen mid-year but will take effect in January for the 2020 wallet. This will save an estimated \$70,000.
- Sarah is working on infrastructure for an online transportation wallet mechanism and will be asking for matching funds. The expected request will be \$50,000, some of the HopCard savings can be allocated to this.

Members make the following comments:

- The expense for the liaison position was \$99k overbudget because overhead is high, is the estimate for next year accurate?
- Members wonder if NWIM funding should be divided into specific sections. It seems complicated to do it this way, but it makes sense why the SAC would want to track it.

Public Officials Memo & Update discussion:

- The most recent number of permits issued shows that 37% of applicants claim low-income. That seems high. Members are interested in discussing ways to mitigate any suspected abuse.
- Protecting emails from public records requests: Kathryn's mentions the SAC can pay for city email accounts on a separate server. That way, if a judge grants a public records request, the members' personal emails will not be searched. This is an option, it is not mandatory.
- Purchasing liability insurance is not possible for the SAC members. Members can purchase their own personal liability insurance, outside of the SAC.

Bylaws:

Kathryn discussed the bylaws with the city attorney and prepared a memo that addresses concerns discussed at the previous meeting.

- Jeanne makes a motion to adopt the bylaws as written
 - Parker seconds
 - Ron requests adding language about supermajority requirements to remove the chair.
- **Jeanne revises her motion to approve the bylaws as written, with the exception of adding letter "E" under Part 6: Removal of Members, noting that removal of the Chair must be done by supermajority, where 2/3 of members agree.**
 - **Ron seconds.**
 - **8 in favor, Mark abstains.**

Meeting adjourned at 6:10pm