



**City of Portland, Oregon**  
**Bureau of Development Services**  
**Office of the Director**  
**FROM CONCEPT TO CONSTRUCTION**

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**Memorandum**

**Date:** November 2, 2021

**To:** Mayor Ted Wheeler  
Commissioner Jo Ann Hardesty  
Commissioner Mingus Mapps  
Commissioner Carmen Rubio  
Commissioner Dan Ryan

**From:** Rebecca Esau, Director *RE*  
Bureau of Development Services

**RE:** Bureau of Development Services Ordinance to Authorize IGA with the State of Oregon, acting by and through the State Board of Higher Education, on behalf of Portland State University

The Bureau of Development Services (BDS) on behalf of the Bureau of Environmental Services (BES), Bureau of Technology Services (BTS), Fire & Rescue (FIRE), Bureau of Parks and Recreation (PARKS), Portland Bureau of Transportation (PBOT) and the Portland Water Bureau (PWB) has prepared an ordinance authorizing a one year Intergovernmental Agreement (IGA) with the State of Oregon, acting by and through the State Board of Higher Education, on behalf of Portland State University (PSU), for the use of parking permits and access cards at the 4<sup>th</sup> Avenue Garage and provide for payment.

Background

BDS inspection staff has parked in PSU's 4<sup>th</sup> Avenue Garage parking facility, which is adjacent to the Development Services Building, since BDS moved into the Development Services Building in 1999. BES, BTS, FIRE, PARKS, PBOT, and PWB also found that they have a need to park City owned vehicles and personal vehicles (used for inspections) to conduct daily business activities, when necessary. The parking structure is the most convenient and efficient in terms of access and proximity to the Development Services Building.

The costs of these parking permits fall within three tiers: 1. Non-Reserved parking permits are charged at a monthly rate of \$205 per space, 2. Parking spaces reserved all hours are charged a monthly rate of \$291/space, and 3. Parking spaces reserved after 1pm are charged a monthly rate of \$252 per space. Reserved spaces are for electric charging stations.

The monthly cost for non-reserved permits during FY2021-22 will increase by \$10 over the FY2020-21 rate to \$205 per permit. Reserved spaces, for electric charging stations, will increase by \$12 per month over the FY2020-21 rate to \$252 per space for 33 reserved after 1pm spaces, and by \$21 per month over the FY2020-21 rate to \$291 per space for 11 spaces reserved all hours.

Through this Ordinance, City Council votes to authorize the IGA for the use of parking permits and access cards for the 4<sup>th</sup> Avenue Garage.

## IMPACT STATEMENT

**Legislation title:** \*Authorize Intergovernmental Agreement with the State of Oregon on behalf of Portland State University for use of parking permits and access cards at the 4th Ave Garage (Ordinance)

**Contact name:** Elshad Hajiyev, Deputy Director  
**Contact phone:** 503-823-7338  
**Presenter name:** Elshad Hajiyev  
Ray Galinat

### **Purpose of proposed legislation and background information:**

The Bureau of Development Services (BDS), Bureau of Environmental Services (BES), Bureau of Technology Services (BTS), Fire & Rescue (FIRE), Bureau of Parks and Recreation (PARKS), Portland Bureau of Transportation (PBOT), and the Portland Water Bureau (PWB) have a continuing need for parking spaces and access cards at the 4<sup>th</sup> Avenue Garage in order for inspection staff to continue parking City-assigned and personal vehicles (used for inspections) in the parking structure. The 4<sup>th</sup> Avenue Garage structure is the most convenient and efficient in terms of access and proximity to the Development Services Building. The current IGA expired on June 30, 2021.

### **Financial and budgetary impacts:**

The Bureau of Development Services currently have interagency agreements with BES, BTS, FIRE, PARKS, PBOT and PWB to handle and process all parking invoices and customer service issues with Portland State University Transportation and Parking Services. Having a single point of contact has been an efficient process for all the bureaus involved.

Monthly parking permit costs during FY2021-22 fall within three tiers: 1. Non-Reserved parking permits are charged at a monthly rate of \$205 per space, 2. Parking spaces reserved all hours are charged a monthly rate of \$291/space, and 3. Parking spaces reserved after 1pm are charged a monthly rate of \$252 per space. The reserved spaces provide electric charging stations for City vehicles.

The resulting City costs in FY2021-22, for full utilization of this contract, will be approximately \$39,490 per month for 170 parking permits. Funds for this IGA with PSU are available in the Bureau of Development Services FY 2021-22 budget.

### **Community impacts and community involvement:**

The Bureau of Development Services, Bureau of Environmental Services, Bureau of Technology Services, Fire & Rescue, Bureau of Parks and Recreation, Portland Bureau of Transportation and the Portland Water Bureau did not engage in any public involvement as parking in Portland State University's 4<sup>th</sup> Avenue Garage is adjacent to the Development Service Building and is the most convenient and efficient in terms of access and proximity to the Development Services Building.

### Budgetary Impact Worksheet

Does this action change appropriations?

- YES: Please complete the information below.  
 NO: Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount