

## IMPACT STATEMENT

**Legislation title:** \*Authorize an Intergovernmental Agreement with the State of Oregon on behalf of Portland State University, for the use of parking permits and access cards at the 4<sup>th</sup> Avenue Garage and provide for payment (Ordinance)

**Contact name:** Deborah Sievert Morris

**Contact phone:** 503-823-7338

**Presenter name:** Deborah Sievert Morris

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

The Bureau of Development Services (BDS), Bureau of Environmental Services (BES), 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 so the inspection staff can continue to park 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 is expiring on June 30, 2015.

**Financial and budgetary impacts:**

The Bureau of Development Services currently have interagency agreements with BES, FIRE, PARKS, PBOT and PWB to handle and process all of the 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 of the bureaus involved.

The cost for BDS for FY2015-16 and for FY2016-17 will be \$165.00 and \$170.00 per permit per vehicle per month, respectively. The cost to BDS for FY2015-16 will be approximately \$14,000 per month for BDS's fleet of 81 City assigned vehicles.

The cost for BES, FIRE, PARKS, PBOT, and PWB for FY2015-16 and FY2016-17 will be \$175.00 and \$180.00 per permit per vehicle per month, respectively. Currently, BES has three PSU parking permits, FIRE has six, PARKS has three, PBOT and PWB each has one PSU parking permit for the 4<sup>th</sup> Avenue Garage. Staff from these bureaus frequently has a need to conduct field inspections.

The approximate monthly cost for BES will be \$525.00 for FIRE it will be \$1,050.00, and for PBOT and PWB it will be \$175 each. BDS pays for the invoices upfront and there is an interagency with BES, FIRE, PARKS, PBOT and PWB to charge back these charges plus administrative costs to handle all of the billing, permit issues and any other customer service issues that may occur. Funds for this IGA with PSU is available in the Bureau of Development Services FY 2015-16 budget. Funds will also be available from the internal interagency bureaus, BES, FIRE, PARKS, PBOT and PWB.

**Community impacts and community involvement:**

The Bureau of Development Services, Bureau of Environmental 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



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

Dan Saltzman, Commissioner  
Paul L. Scarlett, Director  
Phone: (503) 823-7300  
Fax: (503) 823-6983  
TTY: (503) 823-6868  
www.portlandoregon.gov/bds

### Memorandum

**Date:** July 22, 2015

**To:** Mayor Charlie Hales  
Commissioner Nick Fish  
Commissioner Amanda Fritz  
Commissioner Steve Novick  
Commissioner Dan Saltzman

**From:** Paul L. Scarlett, Director *PLS*  
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), 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 two 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

The 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, FIRE, PARKS, PBOT, and PWB also found that they also have a need to park City owned vehicles and personal vehicles in order to conduct inspections when necessary. The parking structure is the most convenient and efficient in terms of access and proximity to the Development Services Building.

The monthly cost for BDS for FY2015-16 and FY2016-17 will be \$165.00 and \$170.00 per permit per vehicle per month, respectively. This is an increase of \$5.00 each year or an increase of approximately 3% each year. Prior to this, in FY2012-13 through FY2013-14 the monthly amount was \$155.00. Currently, BDS has <sup>81</sup>82 vehicles in the fleet.

The cost for BES, FIRE, PARKS, PBOT and PWB for FY2015-16 and FY2016-17 will be \$175.00 and \$180.00 which is higher as their vehicles do not leave the parking structure as frequently. The interagency bureaus collectively have 14 vehicles requiring parking permits.

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.