

# PBOT

PORTLAND BUREAU OF TRANSPORTATION

1120 SW Fifth Ave, Suite 1331, Portland OR 97204

Main: 503-823-5185 TTY: 503-823-6868 Fax: 503-823-7576 [Portland.gov/Transportation](http://Portland.gov/Transportation)

**Jo Ann Hardesty** Commissioner **Chris Warner** Director

## NW Parking District Stakeholder Advisory Committee Meeting Agenda

Wednesday, June 16, 2021  
(Third Wednesday of Every Month)  
4:30-6:00 p.m.  
Virtual Zoom Meeting

\*Please see attachment for virtual meeting information\*

Task	SAC Action	Presenter	Time
Welcome	N/A	Rick Michaelson, Chair	4:30 p.m.
NW Streetscape Plan Draft Scope	Vote	Rae-Leigh Stark, PBOT	4:35 p.m.
Public Input	N/A	Rick Michaelson, Chair	5:05 p.m.
2021-2022 Budget Discussion	Discussion	Rae-Leigh Stark, PBOT	5:10 p.m.
New Business	N/A	Rick Michaelson, Chair	5:50 p.m.
Adjourn	N/A	Rick Michaelson, Chair	6:00 p.m.

A note to members of the public: Welcome and thank you for joining! The committee is happy to hear from you. For your convenience, public comment is in the middle of the agenda. To keep the committee's work on schedule, the committee may ask for comments to be brief depending on how many people would like to speak. You may always provide the committee written comments as well, please email Rae-Leigh Stark at [rae-leigh.stark@portlandoregon.gov](mailto:rae-leigh.stark@portlandoregon.gov) to submit comments or questions. For project updates and meeting announcements, feel free reach out with your email address.



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Chloe Eudaly Commissioner Chris Warner Director

## NW Parking SAC Virtual Meeting Information

Welcome to the NW SAC meeting!

### Attend the meeting here using one of two options:

1. If you'd like to call in and follow along using the November NW SAC Meeting Materials Packet, please dial in using this information: Phone:1-888-788-0099, Meeting ID: 955 3555 1322, Password: 060668
2. If you'd like to attend via your computer and follow along virtually, please follow this link:  
<https://zoom.us/j/95535551322?pwd=OWZBd1NnM1htNXJoQzVFZEI5TzNBUT09>

### Are you a member of the public?

Thank you for joining! You will have the opportunity to introduce yourself and provide comment during the meeting. If you'd prefer to submit your comment before the meeting, please email or call Rae-Leigh Stark at [Rae-Leigh.Stark@portlandoregon.gov](mailto:Rae-Leigh.Stark@portlandoregon.gov) or 503-823-7211.

We are all navigating this virtual way of public participation, so don't hesitate to contact Rae-Leigh if you have any questions or have any accessibility needs.

### Virtual Meetings Best Practices

1. Arrive to the meeting 10-15 minutes early to test your technology.
2. If you are able, put your phone or computer on mute when you're not talking.
3. When you speak, state your name first so everyone, including those on the phone know who is speaking.
4. If you are addressing someone or the group, state their name or say you're addressing the group.

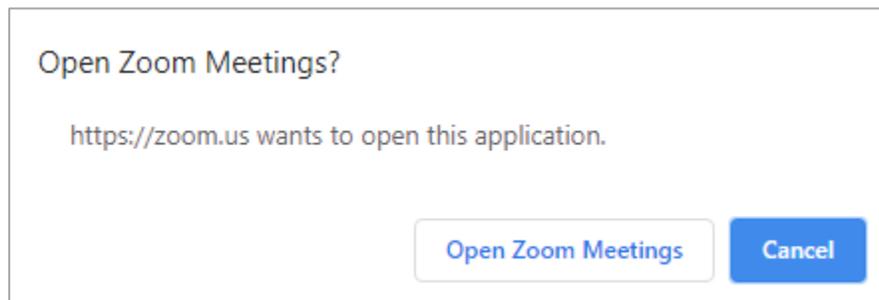


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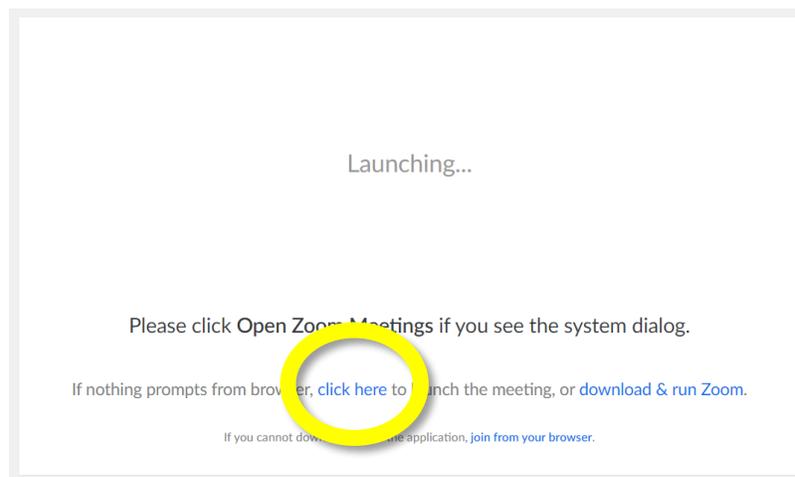
## How to Use Zoom

If you are joining virtually via your computer to launch Zoom, follow these steps:

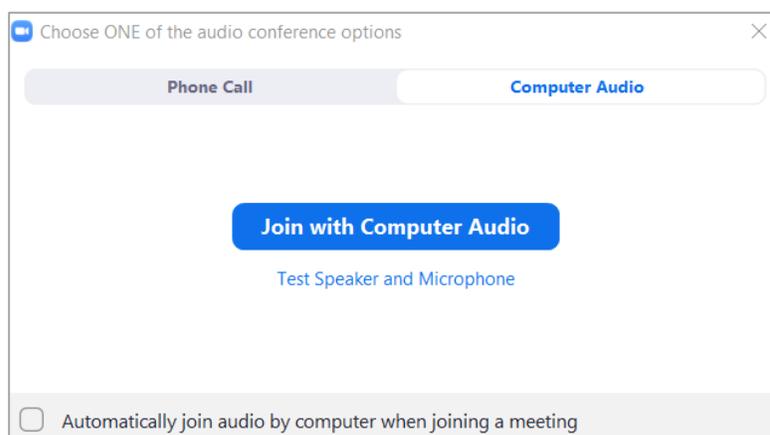
1. Click **Open Zoom Meetings** if the dialogue box appears.



If Zoom doesn't automatically launch, click "click here" below:



2. You can allow Zoom to access your microphone. After you do that, click **Join with Computer Audio**. If you'd like to join via video, allow that too.



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## NW Parking SAC Update May 2021

### Zone M Permits Update

As of May 31, 2021

#### Total permits: 5,333

- Business: 2,221
- Residential: 3,112
  - 43% of resident permits are income based
- This time last year we had sold 5,502 permits. So, we are down ~3% compared to this time last year.

### Project & Program Updates

#### Transportation Wallet

2021 Transportation Wallet Launched! January 1, 2021-May 31, 2021

- 38 Resident Wallets purchased
- 26 New Mover Wallets
- 48 Golden Wallets
- 214 Frontline Worker Wallets (new this year!)
- 1 Resident Wallet opt-outs
- 16 Business Wallet opt-outs

**Total: 343 Wallets in Circulation**

### Subcommittee Updates

#### Capital Projects Subcommittee

The Capital Projects Subcommittee has been guiding the pedestrian lighting study and has provided feedback on installation locations and lighting types. More information about the project can be found here: <https://www.portland.gov/transportation/parking/northwest-portland-parking-and-transportation-programs#toc-pedestrian-lighting-study>. The Capital Projects Subcommittee is bringing a recommendation to the July SAC meeting.



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### **Supply Subcommittee**

The Supply Subcommittee is working with RWC on an inventory of the on-street parking in NW – specifically where gains and losses are happening. Once the inventory is completed it will be presented to the NW Parking SAC.

A team of consultants from RWC, Parachute Strategies, and EcoNW was awarded the Off-Street Demand and Feasibility Study. We're currently in contracted negotiations and will kick off in the next couple months.

### **TDM Subcommittee**

Check out the Go by Greenways program and to explore the new Flanders Crossing and Greenway and learn about hidden "gems" in NW. Find more info [here](#).

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## NW 23<sup>rd</sup> and 21<sup>st</sup> Avenues Streetscape Plan Scope

6.16.21

### Introduction

The [Northwest \(NW\) Parking District](#) was created to bridge the gap between parking availability and demand, support a full range of transportation options within the context of neighborhood livability and economic vitality, efficiently manage parking, and reduce reliance on single-occupancy vehicles.

The NW Parking District was created in 2013 when Portland City Council adopted the NW Parking Management Plan to help manage the parking in NW. A year later, the [NW Parking District Stakeholder Advisory Committee \(SAC\)](#) was formed comprised of NW residents and business owners to advise PBOT on transportation and parking management in the NW Parking District.

The NW Parking District receives 51% of the Net Meter Revenue from the NW Meter District and \$120 surcharge per Zone M Parking Permit. The NW Parking District SAC makes recommendations to PBOT on how these funds are allocated to a variety of programs and projects including the following:

- Transportation Demand Management (TDM) programs to encourage residents, employees, and visitors to choose transportation options, other than driving alone. One example is the [Transportation Wallet](#), which is a collection of credits and passes for NW employees and residents to use for TriMet, streetcar, bikeshare, and e-scooters;
- Coordination of [shared parking facilities](#) to increase the efficiency of existing off-street parking;
- Evaluation of adding new parking through the “Off-Street Demand and Feasibility Study” that will kick off in the Summer of 2021;
- Planning for and implementation of [Northwest in Motion \(NWIM\)](#), which determined a list of neighborhood transportation projects within the next 5 years; such as pedestrian improvements, crossings, and neighborhood greenway upgrades; and
- Other capital project improvements including pedestrian lighting and streetscape and placemaking improvements within the district.



# Northwest Parking Management Plan

Updated February 25, 2021

This map is an approximation of parking types. Always check street signage before parking for official regulations.

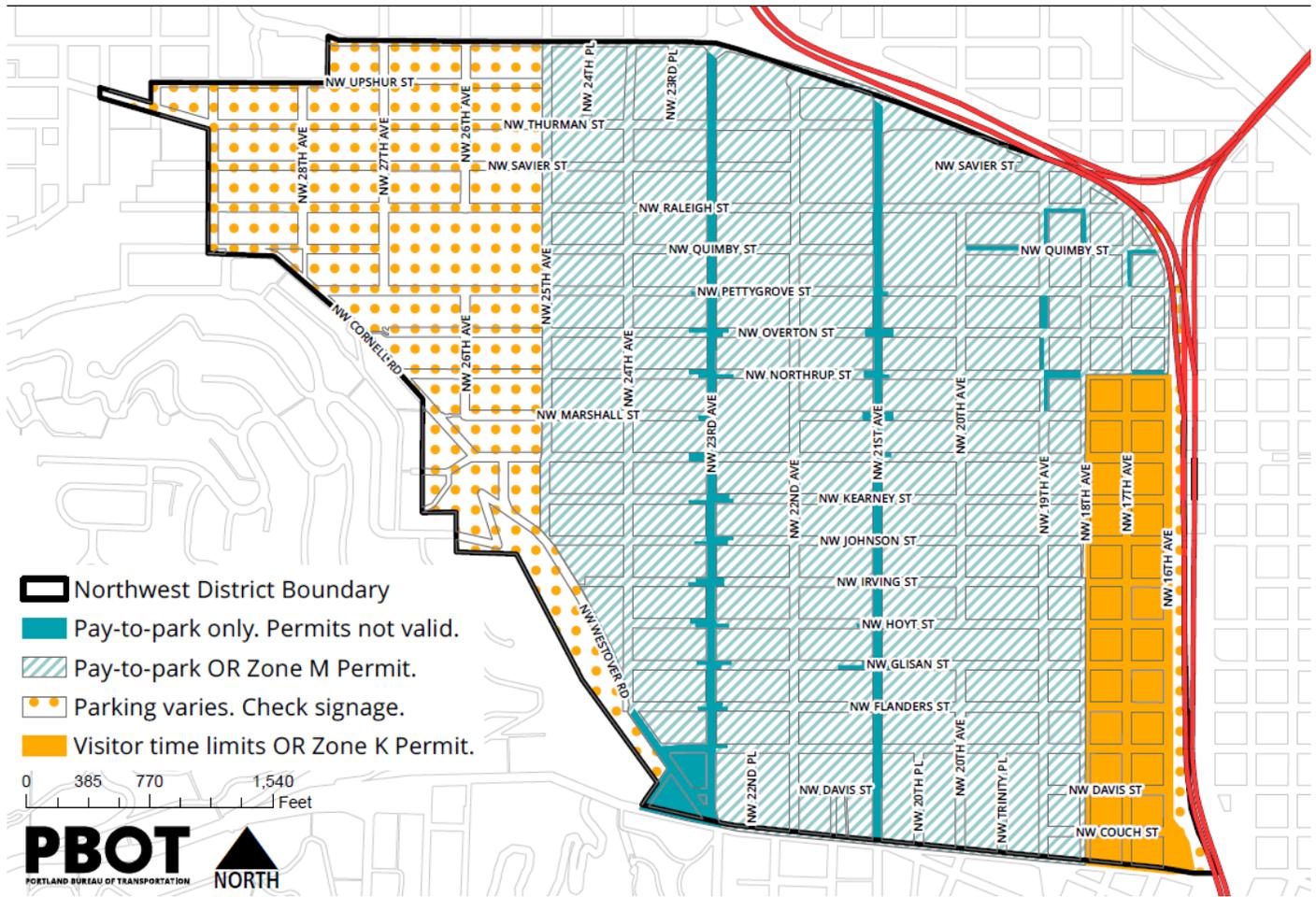


Figure 1 The NW Parking District boundary

## Project Understanding

As stated above, the NW Parking District receives annual parking funding that must be spent within the district. NWIM has provided direction, program recommendations, and a project list to fund transportation improvements within NW. The intent of this project to build off NWIM program recommendation #7: Invest in Main Streets, with a specific focus on NW 21<sup>st</sup> and NW 23<sup>rd</sup> Avenues. Further, a recent survey completed by the NW Parking District SAC helped determine their overall interest in streetscape improvements, as well as the following:

1. The “streetscape,” as defined by the NW Parking District SAC includes the pedestrian zone, pedestrian crossings, the frontage zone (sidewalk width, curb line, scoring patterns, etc.), building facades, and takes into consideration the neighborhood context and uniqueness of the NW Parking District.
2. Elements of the streetscape were selected and prioritized by the NW Parking District SAC. However, they’re interested in using the list as guidance and not as a hard list of what to and what not to focus on.
3. Finally, the NW Parking District SAC is interested in focusing improvements along NW 21<sup>st</sup> Avenue and NW 23<sup>rd</sup> Avenue. Within the next 5-10 years, NW 23<sup>rd</sup> Avenue from Lovejoy to Vaughn will be reconstructed.

Therefore, this project will not include streetscape elements in that section of NW 23<sup>rd</sup> Avenue; however, what is recommended through this plan could be used a tool to guide the eventual street redevelopment. That future effort could also include streetscape planning for NW Thurman St just west of 23rd Ave. This project will also not include NW 21<sup>st</sup> Ave north of Pettygrove, as that is within the Conway Master Plan district and is already experiencing significant redevelopment.

The [NW Streetscape Plan Survey Summary](#) is guiding this project scope and can provide background information on the preferences of the NW Parking District SAC. Overall, the interest in this streetscape plan is to have community buy in and to be focused on implementation. To do that, the NW Parking District SAC is looking for the following key objectives for the NW Streetscape Plan:

1. **Determine the streetscape needs of the NW Parking District**

The streetscape needs of the NW Parking District should be guided by both community outreach and consultant expertise based on what is lacking within the district.

2. **Develop a prioritized list of projects for the NW Parking District SAC to fund**

The key outcome of this plan is a prioritized list of projects the NW Parking District SAC can fund. These projects should take into consideration ones with quick/easy to implement, options for temporary solutions before permanent if needed, alternative/cost efficient and a timeline for implementation.

3. **Identify partnerships and other funding sources to leverage NW Parking District funds**

Although the NW Parking District has dedicated funding for these projects, there is interest in identifying partners and funding sources to help off-set the implementation costs and allow the resources to go further. Some of the options discussed are partnering with local businesses and developing right-of-way standards (as outlined below) that require developers to fund improvements identified in this plan.

4. **Develop Main Street Right-of-way Standards**

In order to guide future infill redevelopment along the main street corridors in the NW Parking District, this plan will develop right-of-way standards specifying standards for elements including building setback, sidewalk corridor width, sidewalk scoring patterns, streetscape amenities, curb zone design, lighting, and utilities. These standards will include multiple options in some cases to offer flexibility to developers while still providing more certainty and clarity on the future design of the streetscape. These right-of-way standards will provide a clearer nexus for PBOT Development Review as they require frontage improvements, leading to more consistent application of standards.

## **Project Scope**

The NW Streetscape Plan is broken into two phases based on the ideal timeframe of the tasks – short-term and long-term. The goal of phase 1 is to begin implementation quickly, while the second phase has a longer timeline and develops right-of-way standards for the district. The project should include the following tasks:

## **Phase 1**

### **Task 1: Committee Engagement and Outreach**

Committee engagement and outreach with the community should include:

- Committee Engagement
  - The NW Parking District SAC’s Capital Projects Subcommittee will provide direction on this project in addition to other stakeholders in NW. The Capital Projects Subcommittee meets bi-monthly. However, the consultant could propose more frequent meetings through the duration of this project. While direction will be given by the Capital Projects Subcommittee, final decision-making and the

recommended draft plan to PBOT will be by the NW Parking District SAC. Final decision making of right-of-way standards (Phase 2) will go through the City's adoption process.

- Outreach

The following are potential outreach strategies that have been discussed, however, the consultant should make a recommendation on the outreach planned based on their prior experience working on similar projects. Public outreach should occur during at least **three** points during the project: 1) when determining the streetscape needs of the NW Parking District, 2) once **proposed** recommendations are made, and 3) **when the recommendations have been refined and drafted for final approval**. The NW Parking District Liaison will provide communication support and will work with other local groups to disperse the information or coordinate meeting attendance.

- Door-to-door business owner outreach as well as business and property owner focus groups along the chosen main street corridors to review streetscape amenities and right-of-way standards.
- Online survey
- **In-person** open houses / design charettes (~~ideally, in person~~)
- Additional outreach with **individuals and** neighborhood and business organizations such as NWDA, NWBA, Home Forward, Friendly House, Legacy, **and others representing the Northwest's diverse community** to inform and provide opportunities for input.
- Development of prototype blocks to help the community visualize potential changes on the blocks. The prototypes could include a block redeveloped to the fullest extent or an example of a block with minimal or temporary changes.

### Task 2: Visioning

Visioning exercises should be conducted with the Capital Projects Subcommittee and as the first touchpoint with the public to determine the streetscape needs and the overall look/feel of NW 23<sup>rd</sup> and NW 21<sup>st</sup> Avenue. This task will also include a design charrette with a group of business owners and property owners in coordination with the NWBA to develop streetscape urban design vision.

### Task 3: Project List

The key deliverable of the NW 23<sup>rd</sup> and 21<sup>st</sup> Avenue Streetscape Plan is a project list, which should include the following:

- Project type
- Benefits
- Location
- Quantity
- Costs
- Alternative options for temporary, quicker, or cost-effective

### Task 4: Implementation Plan

The implementation of streetscape improvements should include the following:

- Timeline for implementation including when to start the project and timeline for completion.
- Costs associated with the implementation, based on the annual parking funds on hand and projected funding in future years.
- Ideas for partnerships or funding matches to leverage NW Parking District funds.
- Interviews and/or focus groups with developers and City staff to ensure recommendations are compatible with City standards and processes.

## **Phase 2**

### **Task 5: Right-of-Way Standards**

Building on the work in previous phases, the consultant will develop a right-of-way standards document with standards for redevelopment along specific main street segments, with options for some elements to provide necessary flexibility while still providing an overall consistency in design. This document will need to be an adoptable right-of-way standard similar to those in place for the River District and Lloyd District.

### **Project Timeline**

The NW Parking District SAC is interested in a quick-moving project to allow them to start getting projects on the ground.

### **Consultant Expertise**

The consultant team should have expertise in:

- Urban Design
- Placemaking
- Streetscape Improvements
- Pedestrian Planning
- Implementation

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# **2021-2022 Permit Surcharge + Net Meter Revenue Budgets**



## Net Meter Revenue

- 51% of the Net Meter Revenue is distributed to the NW Parking District
- Prior to the 51%/49% split, operational costs (parking enforcement, meter installation, and meter maintenance) are deducted
- Due to COVID the NW Parking District could see up to \$300,000 in NMR
- However, to estimate conservatively, assuming \$0 in NMR for 2020/2021 Fiscal Year
- We'll know in September



## Permit Surcharge Revenue

- For every permit sold, \$120 surcharge is distributed to the NW Parking District
- This Fiscal Year, 2020-2021, the NW Parking District will receive approximately \$500,000
- For the next Fiscal Year, 2021-2022, the estimation remains the same at \$500,000
- No parking management strategies were implemented for the next permit year



## 2021-2022 Proposed Budget

- The focus of this year's budget is to get some short-term, visible projects on the ground to show the community that not only does paid parking help manage the demand, but it also helps invest in the community
- The proposed projects will be paired with a "Your Parking Dollars at Work" (or something similar) campaign. More details on that will come.

# NW Parking District Meter Revenue Budget

Net Meter Revenue is spent the following fiscal year it is collected (i.e. meter year 2020-21 is spent in fiscal year 2021-22)

2021/2022			
<b>Resources</b>			
<b>2020-2021 Ending Balance</b>			
2020-2021 Ending Balance			\$ 2,404,276.30
<b>Less Previous Year's Set Aside / Appropriated Balances</b>			
	<b>Set Aside / Appropriated</b>	<b>Budgeted 2021-2022</b>	<b>Remaining</b>
NWIM Appropriation	\$ 600,000.00	\$ -	\$ (600,000.00)
Shared Parking Set Aside	\$ 700,000.00	\$ 150,000.00	\$ (550,000.00)
NW 23rd Set Aside	\$ 500,000.00	\$ 75,000.00	\$ (425,000.00)
<b>2021-2022 Available Beginning Balance</b>			
2021-2022 Beginning Balance			\$ 829,276.30
2020-2021 Estimated Net Meter Revenue			\$ -
<b>2021-2022 Available Beginning Balance</b>			<b>\$ 829,276.30</b>
<b>Project/Program</b>	<b>Budgeted</b>	<b>Billed</b>	<b>Remaining</b>
<b>Off-Street Parking</b>			
Paystation(s) & expenses for Shared Parking	\$ 10,000.00	\$ -	\$ 10,000.00
Off-Street / Shared Parking Consultant	\$ 150,000.00	\$ -	\$ 150,000.00
Off-Street Parking Set Aside	\$ -	\$ -	\$ -
Shared Parking Wayfinding program (signs, mapping and outreach)	\$ -	\$ -	\$ -
<b>On-Street Parking</b>			
RWC Contract Data Collection & Analysis	\$ 80,000.00	\$ -	\$ 80,000.00
Timbers Parking and Intercept Survey	\$ -	\$ -	\$ -
<b>Administration</b>			
Staff	\$ 150,000.00	\$ -	\$ 150,000.00
General Outreach Materials (printing, graphic design, software)	\$ 10,000.00	\$ -	\$ 10,000.00
Meeting & Office Supplies	\$ 4,000.00	\$ -	\$ 4,000.00
General Traffic/Parking Analysis (Engineering Needs)	\$ -	\$ -	\$ -
<b>Capital Projects</b>			
Placemaking / Mainstreet / Streetscape Projects (Trash Cans)	\$ 100,000.00	\$ -	\$ 100,000.00
NW Streetscape Plan	\$ 150,000.00	\$ -	\$ 150,000.00
NW 23rd Set Aside	\$ -	\$ -	\$ -
Streetcar Rolling Stock (year 5 of 5 year commitment)	\$ 25,000.00	\$ -	\$ 25,000.00
<b>Total</b>	<b>\$ 679,000.00</b>	<b>\$ -</b>	<b>\$ 679,000.00</b>
Net Meter Expenditures Budgeted			\$ 679,000.00
Ending Balance Budgeted			\$ 150,276.30
Net Meter Expenditures Billed			\$ -
Remaining Funds			\$ 829,276.30

# NW Parking District Permit Surcharge Budget

Permit Surcharge funds are estimated for the year and spent in the year they are collected

2021/2022			
<b>Resources</b>			
<b>2020-2021 Ending Balance</b>			
2020-2021 Ending Balance			\$ 1,522,000.00
<b>Less Previous Year's Set Aside / Appropriated Balances</b>			
	<b>Appropriated</b>	<b>Billed</b>	<b>Remaining</b>
NWIM Appropriation	\$ 500,000.00	\$ -	\$ (500,000.00)
Transportation Wallet App Appropriation	\$ 111,000.00	\$ -	\$ (111,000.00)
<b>2021-2022 Available Beginning Balance</b>			
2021-2022 Beginning Balance			\$ 911,000.00
2021-2022 Estimated Permit Surcharge Revenue			\$ 500,000.00
<b>2021-2022 Available Beginning Balance</b>			<b>\$ 1,411,000.00</b>
<b>Project/Program</b>	<b>Budgeted</b>	<b>Billed</b>	<b>Remaining</b>
<b>TDM Programming</b>			
Quarterly Campaigns	\$ 22,000.00	\$ -	\$ 22,000.00
NW Bike Parking Fund	\$ 30,000.00	\$ -	\$ 30,000.00
Providence Park Enforcement Pilot Program	\$ 20,000.00	\$ -	\$ 20,000.00
Transportation Wallet Program TOTAL	\$ 436,975.00	\$ -	\$ 436,975.00
Transportation Wallet Distribution	\$ 319,525.00	\$ -	\$ 319,525.00
Resident Permit Opt Outs (Budgeted for 100)	\$ 31,800.00	\$ -	\$ 31,800.00
Business Permit Opt Outs (Budgeted for 275)	\$ 65,325.00	\$ -	\$ 65,325.00
TW for Purchase (Budgeted for 400)	\$ 73,800.00	\$ -	\$ 73,800.00
Golden Transportation Wallets (Budgeted for 375)	\$ 89,875.00	\$ -	\$ 89,875.00
New Mover Transportation Wallets (Budgeted for 100)	\$ 28,350.00	\$ -	\$ 28,350.00
Frontline Worker Transportation Wallets (Budgeted for 125)	\$ 30,375.00	\$ -	\$ 30,375.00
Transportation Wallet Program Support	\$ 117,450.00	\$ -	\$ 117,450.00
TDM Staff time	\$ 80,000.00	\$ -	\$ 80,000.00
Transportation Wallet Outreach and Incentives	\$ 37,450.00	\$ -	\$ 37,450.00
<b>Capital Projects</b>			
Transportation and Safety Projects (Curb Extension Enhancements)	\$ 25,000.00	\$ -	\$ 25,000.00
Pedestrian Lighting Implementation	\$ 100,000.00	\$ -	\$ 100,000.00
NWIM Projects	\$ 400,000.00	\$ -	\$ 400,000.00
Transportation and Safety Projects	\$ 100,000.00	\$ -	\$ 100,000.00
Placemaking / Mainstreet / Streetscape Projects	\$ 150,000.00	\$ -	\$ 150,000.00
Streetcar Rolling Stock (year 5 of 5 year commitment)	\$ 25,000.00	\$ -	\$ 25,000.00
<b>Total</b>	<b>\$ 1,308,975.00</b>	<b>\$ -</b>	<b>\$ 1,308,975.00</b>
Surcharge Expenditures Budgeted			\$ 1,308,975.00
Ending Balance Budgeted			\$ 102,025.00
Surcharge Expenditures Billed			\$ -
Remaining Funds			\$ 1,411,000.00