

PBOT

PORTLAND BUREAU OF TRANSPORTATION

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Mingus Mapps Commissioner Tara Wasiak Interim Director

**Boise Parking Plan
Stakeholder Advisory
Committee (SAC)** | Zoom Meeting
May 23, 2023
6 - 8 p.m.

To watch meeting recording go to:

<https://us06web.zoom.us/rec/share/TGBtzghExNZnPrTEKjXY4ZRTSoTpCH19WO5S1C1SYzURzMfJPXmujWK6vaKkybbD.8rMyf0eAR3tm9tUK>

Meeting Summary

Members in Attendance

Trent Aldridge
Velmer Bridges
Kathryn Christenson
Kevin Cradock
Cherie Davis
Stephanie Hering
Chase Holenstein
Jackie Kirouac-Fram
Christian Lee
Jesse Nobile
Mela Seaver
Jen Stack
Janet Teller
Jerrell Waddell

Portland Bureau of Transportation (PBOT) Staff

Kristan Alldrin (Program Manager)
Kathryn Doherty-Chapman (Project
Manager)
Stanley Ong (Parking Program Specialist)

Consultant Staff

Jodi Jacobson-Swartfager (EnviroIssues)
Dr. Christine Moses (EnviroIssues)
Owen Ronchelli (Rick Williams Consulting)
Rick Williams (Rick Williams Consulting)

Public in Attendance

Denise Glascock

Welcome and Introductions

Dr. Moses started the meeting at 6:03 p.m.

Meeting attendees introduced themselves and a recap of the previous meeting was given. Most committee members have completed the trainings. Many committee members have not submitted conflict of interest disclosures yet.

Bylaws and Community Agreements

Key Presentation Points:

- No edits to first paragraph of committee purpose.
- No edits to second paragraph of committee purpose.
- Kathryn Doherty-Chapman reminded committee members that the PBOT communication clause for all PBOT advisory bodies bylaws:
 - Committee members need to notify Kathryn Doherty-Chapman of any verbal communications with interest groups and all communications with the media
 - Committee members cannot speak to the media on behalf of PBOT or the committee.

Key Discussion Points:

- Committee members agreed to committee purpose for bylaws as proposed
- Designated leadership
 - Committee members agreed that there should be multiple people serving as designated leadership.
 - Janet and Jen volunteered to serve as designated leadership. Velmer volunteered to serve as vice-chair.
 - There was general agreement to Janet, Jen, and Velmer serving as designated leadership. No objections.
 - Stephanie suggested to try this out for a month a revisit in the future.
 - Kathryn Doherty-Chapman said that works.
 - Janet, Jen, and Velmer agreed to try this out for now.
- The reference to “garden plot” in the community agreements is where we will put ideas, topics, questions, and other things that we don’t have time currently to fully explore. This often times is referred to as a “parking lot”, but we want to make sure that ideas are revisited.

History and current process

- Project was requested by the Boise Neighborhood Association, Williams District Business Association, and Historic Mississippi Business Association in 2019.
- PBOT staff met with Boise Neighborhood Association and Humboldt Neighborhood Association in 2020 to start the project, but project was put on hold due to the pandemic.
- PBOT staff checked in with Boise Neighborhood Association in early 2022 and heard that project should proceed.
- Recruitment for stakeholder advisory committee began in Winter 2022 and committee met for the first time in April 2023.
- Parking study boundary needs to be finalized in May 2023

Project Study Area Boundaries

Key Presentation Points:

- Project team added a Saturday collection based off feedback from April committee meeting.
 - Two Wednesday data collection days and an overnight study will also be completed.
- Weekday study days will have both occupancy, and utilization (vehicle turnover). Parking information will be collected every hour on an hourly basis 8 a.m. - 8 p.m.
- Saturday study will be predominantly parking occupancy with additional utilization data collected in the commercial corridors.
- Parking study data can be used to help set baseline for volume of vehicles in the commercial areas and can be an indicator of change in commercial activity over time.
- Policy about vehicles being used as shelter is outside of the project scope.
- Parking study area needs to be contiguous areas.

Key Discussion Points

- Stephanie asked how vehicles with people living in them are counted?
 - Owen said that vehicles used as shelter are part of the vehicles counted in the study. However, unless it is absolutely clear special notes about the vehicle will not be recorded. However, if tents obstruct parking stalls, those will be specifically identified as to why parking stalls could not be used
- Mela asked how parking spaces occupied by healthy business permits (street seats) are counted.
 - Owen said that street seats are captured in parking inventory as they are not available due to healthy business permit, but they are a temporary use of the parking space.
- Many committee members had concerns about placement of garbage cans in on-street parking areas may impact data collection.
 - Committee members thought most garbage was collected in the neighborhood on Thursday with some areas collected on Wednesday. Some businesses have their garbage collected on Mondays.
 - Owen said that they will note if the placement of garbage cans prevents a vehicle from parking.
- Kathryn Christenson asked what is the legal parking distance from a stop sign is since vehicles parked up to the stop sign makes it difficult to see.
 - Kathryn Doherty-Chapman said that every intersection is a crosswalk and cannot parkin within 20 feet of crosswalk. She will send out the relevant parking code to the committee.
- Trent asked how the size of the study area was determined.
 - Owen said that its kind of by feel based off perceived sphere of influence. Employees tend to want to park on adjacent streets and are more willing to walk than customers.
 - Kathryn Doherty-Chapman added that we are also limited by the budget.

- Kevin said that Saturday is very important to get data from since that is when most people visit the area.
- Trent was concerned that data was not being collected on a Sunday when parking may be constrained near churches.
 - Owen said that most parking studies do not collect data on Sunday and acknowledges that they will be missing that data.
- Owen said that if there is any additional feedback about parking study area, it needs to be emailed to Kathryn Doherty-Chapman by Thursday. Project team will try to incorporate feedback.
- Kathryn Doherty-Chapman said that we want to complete the parking study by June so that we can see what is a typical day while school is still in session.
- Stephanie is concerned about the potential impact from additional housing, especially since there are several developments that will be complete soon.
 - Kathryn Doherty-Chapman said that staff have started to collect information about future and current developments and will share with the committee this summer.
 - Rick said that if you overlay the parking occupancy with a development map, you might be able to better identify where parking hotspots/issues might come up in the future.
- Velmer likes that weekend utilization data is being collected on commercial corridors and suggests more horizontal area covered for residential impacts may be helpful.
- Chase said that the Tubman Middle School relocation project may be at north end of boundary, but wants to know if the committee is aware of the project, and are we considering their needs.
 - Kathryn Doherty-Chapman said that we are aware that it is part of the public engagement plan. Project won't be complete for a few years so it might need to be studied in the future.
 - Trent said that he had heard that the project was put on hold due to community feedback about the proposed site.
- Stephanie said that it looks like that there are many vacant units in some of the newer residential building. Do we know what the projected level of building occupancy will be?
 - Owen asked where in the neighborhood they are? Stephanie said that most of the buildings that do not appear full are on the south side. There may be additional residents moving in soon.

Public Involvement & Outreach

- Kathryn Doherty-Chapman said that we will be sharing the public involvement plan next week so that the committee can provide feedback before the June meeting
 - Public involvement will be needed to help inform key decisions and activities throughout the project.

- Public involvement plan includes who and how we are engaging with the public and community.
- There will be other ways for the public and community to provide input, outside of the committee.
- Public Involvement goals:
 - Build a community awareness and shared understanding of project need and ways to participate
 - Enable well informed participation from culturally underserved and underrepresented communities to inform the project.
 - Gather and use public input during the decision process, maintaining transparency at each step.

Draft Survey

- We plan to have online survey this summer and want to hear from visitors, employees, residents, business and property owners.
- Draft survey will be sent to committee members next week for feedback.

Work Group Planning

- Working groups will help the project learn and the committee understand key issues from the perspectives of different community members.
- Can have up to 6 working group meetings. E.g. Three groups that meet twice or two groups that meet 3 times.

Key Discussion Points:

- Who should these groups involve and how do we decide?
 - Committee members generally like the working groups listed as examples
 - Committee members were concerned about having too many working groups or groups that are too broad. It may be challenging due to potentially conflicting needs and viewpoints. Collecting viewpoints to identify trends may be helpful though
 - It is important to define the role of working groups – not decision makers.
 - Specific working groups or viewpoints supported by members of the committee include:
 - Historic Black community members
 - Low-income community members and seniors
 - Community members living on fixed incomes
 - Faith-based community members
 - People with disabilities
 - Young families
 - Employees
 - Property managers
 - Gig workers
 - Victims of vandalism

- Cherie asked if there is a way to identify long-term residents that are still in the neighborhood.
- Trent said that it may be tricky to get feedback from some of these communities due to things like displacement. Members of these communities may feel like something is happening to them.
- Kathryn Doherty-Chapman said that the project team will take feedback to refine working groups. She is planning to send out next week to give additional time for committee members to think about this.

Public Comment

None

Next Steps and Action Items

- Committee members should submit conflict of interest disclosure forms to Kathryn Doherty-Chapman even if they have no conflicts.
- Committee members should email Kathryn Doherty-Chapman by Thursday if they have additional feedback about parking study area.
- Kathryn Doherty-Chapman will share public involvement plan with committee so that they can provide feedback.
- Project team will refine working group ideas and send to committee for feedback.
- Kathryn Doherty-Chapman will send parking code about parking prohibition within 20 feet of crosswalks.

Adjourned at 8:04 p.m.