

1120 SW Fifth Ave, Suite 1331, Portland OR 97204

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

## Eliot Parking Task Force Meeting Agenda Meeting # 2

Wednesday, Nov. 2, 2022 5:30-7 p.m.

### To attend the virtual Zoom meeting:

<https://us06web.zoom.us/j/85706552947?pwd=UkptUGpCSzZONWRVU0lOREU2L3Y4UT09>

OR call in by phone: 1-888-788-0099

Meeting ID: 857 0655 2947

Passcode: 623975

Time	Task and Action	Presenter
5:30-5:35 p.m.	Welcome from Dave & Kristan	Dave & Kristan
5:35-5:40 p.m.	Introductions	Tracy & All
5:40-5:50 p.m.	Task Force members Information: updates on outreach, next steps	Kathryn
5:50-6:10 p.m.	Ground Rules & Decision-Making Process Discussion & decision (if possible)	Tracy
6:10- 6:35 p.m.	Parking Management 101 Presentation & Discussion	Kathryn
6:35-6:45 p.m.	Resident & Employee survey & other information needs Discussion	Kathryn
6:45- 6:55 p.m.	Public Comment* (please keep under 3 minutes)	Tracy
6:55-7 p.m.	Next Steps & Close	Tracy & Kathryn

*\*Members of the public are also welcome to email or call the PBOT project manager to ask questions or provide comment ahead of the meeting. The comments will be shared with the Task Force and project team and kept in the project files. Contact via email [Kathryn.doherty-chapman@portlandoregon.gov](mailto:Kathryn.doherty-chapman@portlandoregon.gov) or phone 503-823-4761.*



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# PBOT

PORTLAND BUREAU OF TRANSPORTATION

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## Memorandum

To: the Eliot Parking Task Force  
From: Kathryn Doherty-Chapman, Project Manager, PBOT Parking Operations  
Date: October 25, 2022  
RE: November meeting materials

### Ground Rules

Ground Rules will detail the *code of conduct* for the task force meetings, explaining the expected behavior of all task force members. The ground rules will be created and agreed to by the task force because members will more readily accept and stand by the rules you've set. Good group decisions result not only from the steps we take as a group but also from the attitudes we bring to the table. Establishing good ground rules will help us be proactive, not just talk and listen.

For Ground Rules to be truly effective, task force members must understand each of them and agree to follow them as best they can. Here are some examples:

- **Conflict and tension can lead to solutions**
- **Do what you say: complete action items**
- **Don't take things personally**
- **Focus on behaviors, not personalities**
- **Have fun: laughter is good**
- **Honor each other**
- **Minimize assumptions: if unclear, ask**
- **Stay on topic: parking lot for later**
- **The process is imperfect: it may not achieve all things for all people**
- **Understand before judgment: ask questions**

Please review these proposed ground rules and email Kathryn with the ones you would like to have for the group. They can be from this list or from elsewhere, we will discuss and decide at the November meeting.

### Other expectations of Task Force Members

- PBOT expects you to participate in the Task Force Meetings in good faith, ready to listen and learn, as well as share your personal experiences and local knowledge.
- We expect that you will attend the meetings regularly and prepare for them by reading the meeting materials ahead of time. If you can't make a meeting, let PBOT staff know and pass along any comments or concerns about the meeting material if possible so they can share in the meeting.
- PBOT staff may remove a Task Force member if they have more than three unexcused absences.



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- We expect you to share Task Force business and any proposed ideas with your community when appropriate, and bring back to the Task Force relevant concerns, ideas, etc. However, we do expect you to clarify when you are speaking for yourself or on behalf of others.
- Task Force members are not authorized to speak to the media on behalf of the Portland Bureau of Transportation or on behalf of the Task Force. If a Task Force member is contacted by the media, please reach out to the PBOT Project Manager so they can connect you with PBOT's Public Information Officer. If a Task Force member does speak to the media about this project, they must make it clear they are speaking for themselves alone.

## **Decision Making Process**

There are other decision-making models out there and we are open to suggestions from the Task Force. This is a draft based on other PBOT projects. For the Task Force meeting process, "consensus" is the point at which all members can support the decision as the most viable decision for the group and community as a whole, although it may not be an individual's personal favorite. Each person agrees that they can live with the decision and would not stand in the way of agreeing upon it or implementing it. Throughout the project, PBOT staff and their consultants will work together to consider options in a holistic manner. While everyone will bring certain individual interests, priorities, and viewpoints to the table, it will be important that they commit to considering the options for a parking permit program that are consistent with the goals of PBOT and the Task Force.

### **The following process may be used for deciding on recommendations by the Task Force:**

- We will work toward consensus. If consensus is not reached quickly, we will poll members to see who fully supports a decision or recommendation, potentially supports it with reservations, or opposes it. We will identify reasons for concerns or opposition and explore ways to address the concerns to allow for consensus.
- If consensus cannot be reached, additional facilitation or mediation techniques may be used to help reach consensus.
- If the group finds it impossible to reach a fair solution that has the consent of all parties, the group may decide to state all positions for the record and then call for a vote. Voting will require the following:
  - Following "Robert's Rules of Order" a member of the group proposes a certain solution or action. The motion requires a second and must be stated by the facilitator before discussion can start. After discussion, there is a call for a vote.
  - A quorum of 51% will be required to conduct a vote
  - A decision will require agreement by a majority of voting Task Force members (51%)
- If a majority cannot be reached, then there will be a staff recommendation based on input and discussion from the Task Force. Other views will be recorded in the meeting summaries and shared with decision makers.

## **Parking Management 101**

PBOT has managed on-street parking for many decades to ensure that this public good is available for those that need it. There are numerous parking related policy goals and objectives in adopted plans such as the [Transportation System & Comprehensive Plans](#) which guide PBOT's work. Recently more parking related goals, objectives, and policies were adopted in the [Performance-Based Parking Management Manual](#) and the [Pricing Options for Equitable Mobility Recommendations](#).

### **From the Comprehensive Plan:**

Well managed parking helps achieve many Comprehensive Plan goals including:

- A city designed for people promoting prosperity, health, equity, and resiliency (3.A)
- Equitable transportation options for all Portlanders (9.E)
- Opportunities for prosperity, reliable goods movement, and multimodal access (9.G)

On-street parking management can have huge impacts on an area and the transportation system as a whole. PBOT can work to achieve numerous goals and realize benefits by managing on-street parking effectively including:

- Support economic vitality and **local business needs** through turnover
- Reduce carbon emissions and improve **air quality**
- Improve area **traffic circulation** and **safety**
- **Balance the competing needs** of the curbside in addition to parking
- Increase the number of people **walking, biking, taking transit, and carpooling**
- **Reduce demand** for parking and private vehicle ownership

#### How do we manage parking?





- Time limits
- Pricing—Parking meters &/or permits
- Parking Enforcement
- Transportation Demand Management
  - E.g., Transportation Wallet program incentives for taking transit, biking, walking, carpooling

#### How do we measure success?

- Occupancy
  - Measures how many vehicles are parked
  - Ideal occupancy is 80-85%, means 1-2 spaces per block are open
- Why is this important?
  - This helps reduce people driving around looking for parking, which helps ease congestion, which means better air quality.
  - An average of 33% of traffic congestion can be contributed to people circling for parking. In San Francisco they were able to reduce traffic congestion and related greenhouse gas emissions by more than 30% after getting their parking system to the ideal occupancy of 85%.
- Turnover
  - Measures the number of unique vehicles & how long they're each parked
  - If one vehicle is parked in a space for 8 hours, that's only one visitor. If there is turnover and there are four vehicles in one space over the course of the day parked for 2 hours or less, that's at least 4 unique visitors or customers.
- Why is this important?
  - Can help make a business district more accessible and attractive, even if it requires customers to pay to park
  - More customers shopping at retailers
- Demand
  - Measures both the demand for parking and the amount of traffic caused by that demand
  - Uses other transportation options such as transit, biking, and walking to reduce demand for driving
- Why is this important?
  - Fewer people driving equals less traffic, which equals:
    - More reliable travel times and helps meet City climate goals, among others
- Resident and business opinion surveys
  - In managed parking districts like NW & Central Eastside, PBOT regularly surveys residents and businesses to get feedback, and see how the parking management program is working.

**City of Portland**

**Eliot Neighborhood  
Collection Areas**

-  Inventory Collection Area
-  Data Collection Area
-  On-Street Parking (176 block faces)
-  No Parking (35 block faces)

