

# PBOT

PORTLAND BUREAU OF TRANSPORTATION

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**Northwest Parking District** | Zoom Meeting  
**Stakeholder Advisory** | April 17, 2024  
**Committee (SAC)** | 5:00 p.m. - 6:30 p.m.

## To watch meeting recording go to:

[https://us06web.zoom.us/rec/play/W9zmFn\\_04XeO3-y7dSgX9ShFstcJehwXZ8UHXVOSmS-9zPSZS2re\\_VPU0xwMdOuvbv\\_iRg6RyZHpfh.jQKHGh8dWka-Lpin?canPlayFromShare=true&from=share\\_recording\\_detail&continueMode=true&componentName=rec-play&originRequestUrl=https%3A%2F%2Fus06web.zoom.us%2Frec%2Fshare%2FcjYenC3A4pP7nCL8yGwshgBpBAI8Csa77dr\\_3pMXsEeISGYLyU0pXdwV2krrTwbC.l8Hv\\_ooYObYUSuC](https://us06web.zoom.us/rec/play/W9zmFn_04XeO3-y7dSgX9ShFstcJehwXZ8UHXVOSmS-9zPSZS2re_VPU0xwMdOuvbv_iRg6RyZHpfh.jQKHGh8dWka-Lpin?canPlayFromShare=true&from=share_recording_detail&continueMode=true&componentName=rec-play&originRequestUrl=https%3A%2F%2Fus06web.zoom.us%2Frec%2Fshare%2FcjYenC3A4pP7nCL8yGwshgBpBAI8Csa77dr_3pMXsEeISGYLyU0pXdwV2krrTwbC.l8Hv_ooYObYUSuC)

## Meeting Summary

### **Members in Attendance**

Daniel Anderson (At-Large)  
Jeanne Harrison (NWDA)  
Brett Hoornaert (At-Large)  
JoZell Johnson (NWBA)  
Paige Miller (At-Large)  
Steve Pinger (NWDA)  
Amy Spreadborough (NWBA)  
Jay Ternberg (NWBA)  
Greg Theisen (NWDA)  
Todd Zarnitz (NWBA)  
Alex Zimmermann (At-Large)

### **Members Absent**

Parker McNulty (NWDA)

### **Portland Bureau of Transportation (PBOT) Staff**

Kristan Alldrin (Program Manager)  
Rae-Leigh Stark (Parking District Project Manager)  
Stanley Ong (Parking Program Specialist)  
Erika Nebel (Parking Operations Manager)  
Mark Williams (Interim Parking Operations Director)

### **Consultant Staff**

Tracey M. Smith (Facilitator)

### **Public in Attendance**

Mark Clinger  
Helen Gunplad  
Tom Ranieri

### **Welcome and Introductions**

Amy Spreadborough started the meeting at 5 p.m.

She reviewed the SAC mission statement, Community Agreements, and Zoom controls.

### **PBOT Reflection & Adjustments Moving Forward**

Erika Nebel presented the following key points:

- PBOT paused the SAC due to project delivery timing, staffing issues/budget on the PBOT parking team, and the tense environment of the committee.
- PBOT continued administrative work during the pause and developed a package of adjustments that were sent to the committee for review.
- PBOT Director reviewed these adjustments and hopes the SAC can refocus on the primary goal of parking management and transportation demand management (TDM).
- PBOT acknowledges their role in this situation and hopes PBOT staff and committee members can all take accountability and move forward to create an environment of encouraging diverse perspectives and respecting other's opinions when we do not agree.
- PBOT seeks feedback and reflection from the SAC

### **SAC reflections on Pause**

- Agree that things on the SAC were frustrating and glad for the pause. Need for clarity of shared goals moving forward.
- Frustration about lack of data when the SAC is asked to make decisions.
- Curious how PBOT staff viewed the last meeting.
- Hope that meeting face to face will help.
- Feel that we are too focused on consensus and we should be more comfortable with disagreement, especially with the diversity of perspectives in this group.
- Frustration that the at-large members have been referred to as "an extension of PBOT" because they are actually neighbors in the community and want their voice heard as a fellow neighbor.
- Felt that disbanding for 6 months was not the best thing to dispel frustrations in the group.
- Meetings have not been set up with enough time for the group to deliberate on disagreements in order to reach consensus. Suggestion for less presentation time by sending them in advance for review, then using the meeting time to discuss.

### **Clarify Expectations and Roles**

Mark Williams presented the context and types of advisory bodies in the City as outlined by City Council in 2019. This committee is an Advisory Body Type III which means:

- They do not advise City Council, just one elected official, the bureau director, or a designated PBOT employee.
- No quorum or recorded votes are required.
  - However most advisory bodies have a defined quorum and is part of Civic Life's bylaws template.

- Bureau Director has overall authority

### Misaligned Expectations

- The Northwest Parking Management plan originally called for Transportation Management Association (TMA) but it was decided that instead it would become a stakeholder advisory committee (SAC). There may be some lingering expectations from what a TMA is.
- The SAC is solely funded by public parking revenue so it must adhere to City policies and goals.
- All seats (at-large, NWBA, NWDA) are equally weighted.

### ***Purpose of Advisory Body***

*The SAC's mission is to **advise PBOT staff and Director on transportation and parking issues in NW and support a full range of transportation options within the context of neighborhood livability and economic vitality with the goal of efficiently managing parking and reducing reliance on the single-occupancy vehicle.***

### Discussion points:

- Confusion over differences in the above purpose statement and the mission statement in the bylaws.
- PBOT staff will try to be as explicit as possible moving forward to reduce misinterpretations of the role of the SAC.
- Since the definition of Type III advisory bodies was created after this committee was developed, are we beholden to that definition?
- Frustration with PBOT choosing seats from the neighborhood association because it felt like the City was taking power away from the neighborhood association.

### **Public Comment**

Helen Gunplad, with her nephew Mark Clinger, shared about a recent experience where Mark had his car towed while he was out of town and street closure notifications went out with less than 72 hours' notice. They are concerned that the price escalation was very aggressive, going from \$241 to \$444 in 3 days, as well as the power put in the private towing companies to set these prices. She requests that PBOT pursue some sort of electronic notification for parking permit holders, similar to PGE's notifications. Since PBOT already has permit holders' information, it seems feasible to ask to opt in to electronic notifications. She asks the SAC to support this effort.

Additionally, the parking enforcement officer did attempt to warn Mark about needing to move his car or get towed, but that notice didn't get to him until 30 minutes after the car was towed because of needing forwarded from different offices. This system doesn't work in matters of time sensitivity and should be automated to actually be helpful.

Tom Ranieri, former SAC member and NW Business Association member, shared frustration that these changes in committee types over the years has not been communicated well to the committees and said that a goal of the SAC years ago was to increase off-street parking supply but now it is a goal of transportation demand management (TDM).

Gabe shared frustration about the lack of turnover of permitted spots in the district. His understanding is that permitted spots are supposed to be moved everyday but there is no enforcement of that. People seem to buy this permit and use it for long-term parking and if you don't have that you can't be there.

### **New Process and Strategies for NW SAC**

Rae-Leigh Stark told the committee about the International Association of Public Participation (IAP2) Spectrum and explained the difference between *Inform*, *Consult*, and *Involve*.

The SAC's scope is to provide recommendations to the annual work plan and budget. Once the budget is allocated, the project or program moves into its respective group. That project manager will then be the one who determines what level of input they're looking for with the public and if there's any with that Northwest parking district.

### **Staff Time**

Another change is that all PBOT and consultant staff will now be billing to the district's revenue for any prep work related to a district-initiated or district-specific project if it requires more than 30 minutes to complete, including questions from SAC members. This is being done so that the district is billed for the work and staff time that it takes in a more realistically and directly.

### **Meeting frequency**

Currently the SAC has been meeting over 30 times a year between monthly SAC meetings and three different subcommittees. We had low turnout at subcommittee meetings and through the survey we heard that you agree this was inefficient and too much of a commitment from volunteers. So we are doing away with subcommittees and will just have the monthly meeting.

But there will be two different types of meetings; working and recommendation. Working meetings will be more for discussion, less presentation, more committee led. Recommendation meetings are meant to elicit a recommendation from the committee and will be led by PBOT presentation. A rough schedule is outlined below:

	Meeting Type	Host	Level of Participation	Work Plan Item
July	REC	PBOT	Consult	Final Recommendation on following Fiscal Year's Workplan
August	WORK	Chair*	-	<i>Tentative: Agenda TBD by Designated Leadership</i>
September	REC	PBOT	Consult	Final Recommendation on following Fiscal Year's Budget
October	WORK	Chair*	Involve	Presentation and Discussion on Restricted Event District Performance
November	REC	PBOT	Inform	Annual Parking 101 and City (including PBOT and Civic Life) Policy Refresher
			Consult	Final Recommendation on Event Restricted District Parking Management Changes
December	WORK	Chair*	-	<i>Tentative: Agenda TBD by Designated Leadership</i>
January	WORK	Chair*	Involve	Presentation & Discussion on Parking Assessment and Permit Analysis; Permit and Meter Program Changes
February	REC	PBOT	Consult	Final Recommendation on Permit and Meter Program Changes
March	WORK	Chair*	-	<i>Tentative: Agenda TBD by Designated Leadership</i>
April	REC	PBOT	Consult	<i>Tentative until Implementation: Performance Based Parking Management Price Changes</i>
May	WORK	Chair*	-	<i>Tentative: Agenda TBD by Designated Leadership</i>
June	WORK	Chair*	Involve	Discussion on Workplan (Capital Projects, Transportation Wallet, TDM Programming, Off-Street Parking)

**Discussion points:**

- Will the SAC see the invoices for time spent?
- Why isn't building off-street parking capacity on the schedule?
  - The schedule shows programs that follow a set timeline or have a deadline within the bureau- there is room for discussion of new committee suggestions, but it's just not tied to a set schedule.
  - *(Note, off street parking is on the schedule in June as a part of a workplan discussion, this was cut off of the presentation screen)*
- Concern for how the committee will be able to get discussion topics on the agenda.
- Some committee members believe new off-street parking is a part of the solution for this district. The committee understands this is the lowest priority at PBOT but wish to be heard.
- Concern that people will choose to go elsewhere like Washington Square Mall for shopping and dining if they can't find parking in the NW district.
- The Legacy Hospital lots, which the committee helped open to public use on evenings and weekends for \$1 an hour/\$5 max are not yet being used. There is a large surface lot and a medium sized garage that are sitting empty even though it's cheaper to park there and there's no time limit. Some feel that we aren't doing a good job promoting it and should work on that before discussion about building more parking lots.
  - The last time PBOT talked to Legacy, they were unsure about promoting this. We need to circle back with them.

**Next Steps**

Next meeting will be in May:

- Committee members are asked to read the details of the new process and strategies and be prepared with questions.
- The June meeting is currently scheduled on Juneteenth and will be moved up a week for the holiday.

- A new facilitator will be starting in May and Tracy's time is ending as a strategist for the SAC workplan.
- Rae-Leigh will be leaving for family leave in May and Stanley will be the main point of contact for the SAC.

*Meeting adjourned at 6:34*