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Jo Ann Hardesty Commissioner Chris Warner Director

# TOW ADMINISTRATION ADVISORY COMMITTEE

January 24, 2023 | 3:30 PM – 5:00 PM FINAL

Zoom Conference Call

Private for-Hire Transportation Customer Service: [Regulatory@portlandoregon.gov](mailto:Regulatory@portlandoregon.gov) | 503-823-7483

Schedule	Topic	Presenter	Notes
5 min (3:30 pm – 3:35 pm)	1. Welcome & Introductions	Tracy M. Smith, Facilitator	Members of the Committee and support team introductions.
5 min (3:35 pm – 3:40 pm)	2. Announcements from Committee Members & Welcome of Members	Donny Callahan, Chair	
5 min (3:40 pm – 3:45 pm)	3. Approval of 11/29/2022 Meeting Summary —Review Action Items	• Donny Callahan, Chair	• Action Item
5 min (3:45 pm – 3:50 pm)	4. Public Comments	• Donny Callahan, Chair	<ul style="list-style-type: none"> <li>• Opportunity for comment on items not scheduled on the agenda.</li> <li>• Please state and spell your complete name and organization.</li> </ul> Objective: Hear comments from: <ol style="list-style-type: none"> <li>1. Public - Limited to 2 minutes per person.               <ul style="list-style-type: none"> <li>• Opportunity for comment on items not scheduled on the agenda.</li> <li>• Please state and spell your complete name and organization, and if applicable, which topic you are commenting on.</li> </ul> </li> </ol>

Schedule	Topic	Presenter	Notes
			2. Committee Deliberation <ul style="list-style-type: none"> <li>Chair may elect to create future topics based on comments received.</li> </ul>
5 min (3:50 pm – 3:55 pm)	5. PBOT Update A. Topic Submission: Hazard Tows Requiring Release B. Topic Submission: 20 Minute ETA (increase ETA from 20 min to 30 min) C. Topic Submission: Expedited Tows	Tim Moore, PBOT	
5 min (3:55 – 4:00 pm)	6. Topic Submission: Rate Increase for Contract and Code Tows; Annual Commitment to Rate Reviews; Updating Old Code or Contract Language	Donny Callahan, Committee Chair	Update on subcommittee
10 min (4:00 pm – 4:10 pm)	7. Topic Submission: Costs Associated with City Administrative Fees	Devin Edwards, Committee Member	Discussion
5 min (4:10 pm – 4:15 pm)	8. Topic Submission: Dispatch Fees	Donny Callahan, Committee Chair	Discussion
10 min (4:15 pm – 4:25 pm)	9. Topic Submission: Indemnification of Non-Tower Fault	Devin Edwards, Committee Member	Discussion
10 min (4:25 pm – 4:35 pm)	10. Topic Submission: Timely Payment of Invoices by City	Devin Edwards, Committee Member	Discussion
5:00 pm	11. Adjourn	Donny Callahan, Chair	

The City of Portland will make reasonable accommodation for people with disabilities. Please notify us no fewer than five (5) business days prior to the event by phone at 503-823-3589, by the City's TTY at 503-823-6868, or by the Oregon Relay Service at 1-800-735-2900.