PRIVATE FOR-HIRE TRANSPORTATION BOARD OF REVIEW
MEETING MINUTES FOR SEPTEMBER 10, 2008

A. Call to Order: 1:35 p.m. by Sue Klobertanz

B. Roll Call / Sign-In

1. Roll Call:

Abma (P)	Bauhs (P)	Corona (P)	Rauen (P)	Blosser (A)	
Miller (P)	Ochosa (A)	Putnam (P)	Huddleston (P)	Dufay (P)	Klobertanz (P)

2. Others / Audience: The list of other attendees is available from the Revenue Bureau.

C. Approval of Agenda

1. Additions to Agenda
   a. Freeze the Meter Rate for One Year-Jon Putnam

Board did not have any amendments to the agenda. Approved.

D. Approval of Previous Minutes

Motion to approve previous minutes: Jon Putnam
Seconded: Butch Miller
Agenda was unanimously approved.

E. Supervisor's Report: Frank Dufay

1. Enforcement Report. We have made offers to cut penalties in half. Three drivers and one company have appealed their penalties. No date has been set for the appeals.
2. Civil Penalties. In future reports the date that the violation actually took place will be listed. The life cycle of the penalty will be shown, from when the violation occurred to when the case was closed (paid/excused/permit revoked). Two additional enforcement actions have taken place since the last report. During these enforcement actions two drivers were found in violation. No action has been taken yet for these violations as the drivers involved currently have outstanding penalties from previous enforcement actions. We are continuing enforcement. Currently we are look at how to handle permit revocations. As far as we know this has not occurred before. Therefore, we are consulting with the City attorneys to come up with a process for these actions.
3. Review of reporting requirements. 106 letters sent requesting reports. 61 did not respond. A second letter was sent to non reporting companies informing them if they did not respond they will be fined. We had good response from that letter.
4. Forms for next quarter. Forms have been sent out to help simplify reporting. If there are no accidents or convictions to report, simply report "None" on the form and send it back to us. We are not asking for manifests from SAT companies. The Driver and Accident reports are required quarterly. In addition, the Supervisor should be notified immediately of any accidents or convictions.

Patrick went over the optional forms provided by the City to use for the required quarterly reporting. The Utilization Report only applies to Taxi companies. Butch suggested that we add

a separate Geographic area for PDX. It was agreed we would add this area. ADA statistics have been added to the form. The Driver and Accident report applies to all PFH companies. The Executive Sedan, SAT and Shuttle Manifest forms were also discussed. Sue mentioned that all information on these forms are required by a Board Order. In the future we may require less information. Tesfaye stated that on the Instruction page on the Utilization form should be amended to read report accidents with damage over $1500, not $1000 as is stated. We agreed to change wording to reflect the States requirements.

Supervisor's report was unanimously accepted

F. Unfinished Business

1. Demand Study RFP
    a. The Demand Study RFP has been released to the public. It is due September 18, 2008. There were three consultants and Jon Putnam (as a representative of the Board) attended an optional pre submittal meeting. The questions and answers from that meeting are being made available to all registered users on the Bureau of Purchases website as Addendum #1.
    b. A committee needs to be formed from the Board to review proposals submitted for the Demand Study. Volunteers are being solicited at this time. It is requested that no drivers or company owners volunteer due to potential of conflict of interest. Dawn, Ramon and Jon volunteered to be a part of the committee.
2. Report from Port on transportation utilization. This will be carried over to next meeting.
3. Summary of potential hurdles regarding putting up PFH Rate Signs on public right of way next to downtown hotels: The idea, which came from the Driver Standing Committee, is to post a sign under Hotel Zone signs in the public right of way. This sign would list the rates for each mode of transportation: Taxi (avg. fare), Shuttles and Executive Sedans (regulated fares). This would raise the customers' awareness of options available and the rates that are charged. Ramon said he planned to talk with the City Traffic Engineer. However, from his experience signs posted on each end of the block, as Hotel Zone signs are, is not the best way to provide notice to the public. He thinks something next to the door of the hotels would be more effective. This topic will be carried over to next meeting with input with the Traffic Engineer.
4. P.A.C.A. (Portland Accessible Cab Association) schedule: A new schedule has been made. This has been distributed to all cab companies. All cab companies will receive a reminder and it will be mentioned in the Announcements of PFHBR Meetings.
5. Fuel Surcharge: It has been 60 days since we have increased the Taxi fuel surcharge. It is now time for review again. When the last fuel surcharge was implemented we anticipated fuel prices to continue to rise steadily. Since then fuel prices have actually dropped just below the $.10/mile threshold. It is recommended to direct the Company Standing Committee to review this and come back to the Board with a recommendation.
6. Jon suggests freezing all Taxi Rates for one year. Wait for the Demand Study and the anticipated Rate Study to be completed, then come back and review what fuel prices have done since the last fuel surcharge. Doug said he suggests that the Company Standing Committee still review the fuel surcharge. There are a lot of variables which effect gas prices such as hurricane season and what OPEC does. Shane agrees with Jon but thinks a year is too long. Shane agrees that 60 days is too short of a period to review the fuel surcharge. Dawn recommends the related costs of the fuel surcharges, such as changing

signs, be considered.

G. Standing Committee Reports

1. Company Standing Committee: Did not meet
2. Driver Standing Committee: Did not meet. However, Butch announced that they will be taking nominations for the Driver Representative chair for the PFHBR. A new chair must be decided by December 1, 2008.

H. New Business

1. Report on new Green Transportation ADA shuttle vehicle. Jon has not got there yet. This will be carried over to the October meeting.
2. Pedi cabs information request.
   a. Requirements for bicycles on the street from DMV. According to ORS, bikes must be equipped with brakes that enable the operator to stop within 15ft. from a speed of 10 miles per hour. In addition, lighting equipment must be used during limited visibility conditions; a white light must be visible from at least 500ft. from the front of the bicycle. Also they must have a red lighting device to be visible from up to 600ft from the rear of the bicycle. The City does not regulate Pedi cabs. We were looking at what if any laws the Pedi cabs are breaking. Violations of bicycle laws are traffic violations.
   b. Estimate of the number of Business Licenses for Pedi cab companies. It was not possible to determine the exact number of Pedi cab companies. It is estimated that there are four licensed Pedi cab companies. Due to limited resources we have decided to go forward with the current code rewrite as opposed to stopping our progress and gathering information regarding the regulation of Pedi cabs. If we did stop and write code for Pedi cab regulation it would not have got to City Council offices until the middle of October. This would have drastically slowed the current code rewrite. Also, it will be rainy season soon and we anticipate Pedi cab use will drop off during that time. We are looking forward to what requirements we would include in the code so we can be ready for Pedi cabs next summer. There have been issues raised with the Pedi cabs taking up Taxi Stand spaces at the train station. The management for the train station has been notified, however, it is not on public right of way. We will continue to be in contact with the train station to address this issue.

I. **Code Rewrite**

1. Type of Service definitions. In this code rewrite we are looking to change the definitions for the modes of transportation. The intent is to focus on the type of service offered and not what type of vehicle is used. As proposed, there would be no size requirements. The addition of the Livery category is the biggest change. This category includes limousines and SUVs which are not currently regulated. Frank mentioned that we are looking at age requirements for executive sedans and no reconstructed vehicles. It was asked if less regulation of Taxi Companies would help alleviate these added business costs incurred due to 24/7 service requirements. Raye said she felt that the City is a better place by having the 24/7 service. We are considering expanding Safety Curriculum requirements for the entire industry. What we are trying to do is cut out exceptions in the regulations. One of the goals of this code rewrite is to limit exceptions to those regulated.

Suggestions and concerns expressed regarding the Type of Service definitions:

- Add definitions to services we don't currently regulate but may in the future, such as Horse drawn carriage, and Pedi Cab.
- Have a separate definition for compensation to include tips.
- Discussion of using wording public transportation vs. mass transit. It was concluded that there may be issues with what is considered mass transit. It was suggested to include wording regarding reservation under Livery. The companies are limited to the strictest rules of the jurisdiction they're in.
- Reservation wording could be added "except those under contract". Discussion on whether those under contract should be allowed to charge under the $50 minimum fare from downtown to the airport. Shane said that has been discussed and the concern is that would be outside our primary scope of regulation which is public safety.
- Concern was expressed regarding companies whom allow more passengers that the vehicle is manufactured for.
- Raye expressed concern about the business costs of regulations. It was mentioned that insurance costs are considerably higher for Taxis than for Town Cars. She was concerned that if these new definitions create more competition that could cut into the Taxi companies profitable trips.
- Discussion on how to address the problem of short fares for Taxi Companies. A higher drop fee was mentioned.
- Size requirements for shuttles.
- The industry be allowed to think about this more as discussed in this meeting and the City will provide more defined changes at the next Board Meeting.
- Town cars be limited to 14 hours of driving a day as Taxis are.

Motion to bring the definitions to the Company and Driver Standing Committees and bring back recommendations to the next meeting-Butch Miller

Sue asked that this motion not be seconded. She said that the definitions given today are a work in progress and she would like to give staff more time to revise these definitions while giving consideration to the suggestions given at this meeting. Any additional suggestions can be emailed to our office for consideration. The question was posed: What type of review process will be in place to ensure everyone's interests represented? Sue said that we are trying to bring the main concepts to the Board meetings and Standing Committees, get suggestions and build from there. For example, Training material will be provided for the Driver Standing Committee to review and make recommendations. Once the majority of the revisions have been completed, there will be an open review process. Our goal for getting the code revisions to City Council is by late Spring 2009.

Motion withdrawn by Butch

J. Announcements

1. Frank will be attending the International Association of Transportation Regulators conference.
2. Would a Taxi company be able to display their computer system to learn more about the industry? We are not asking for any proprietary information. Raye would be willing to do so but an internet connection is needed. This demonstration was scheduled for the October meeting.
3. Bert Fox offered to take the Board on a ride in his vehicle to see issues that are of

concern. Radio Cab also offered a tour of their facilities.

4. Nominations for Driver Standing Committee chair and PACA schedule reminders.

I. Adjourn

Motion to adjourn by Butch
Seconded and unanimously approved

Next meeting will be October 8, 2008. The meeting was adjourned at 2:35pm.

Minutes submitted by:
Patrick Kramer, Regulatory Program Specialist