

# PBOT

PORTLAND BUREAU OF TRANSPORTATION

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Dan Saltzman Commissioner Leah Treat Director

## PBOT Bureau/Budget Advisory Committee Application DUE JULY 19, 2017

### About PBOT

The Portland Bureau of Transportation (PBOT) is a community partner in shaping a livable city. We plan, build, manage and maintain an effective and safe transportation system that provides people and businesses access and mobility. We keep Portland moving. For more information, visit us online at [portlandoregon.gov/transportation/](http://portlandoregon.gov/transportation/).

### About the Bureau/Budget Advisory Committee

The PBOT BBAC convenes as a Budget Advisory Committee (BAC) for 3-4 months to guide the bureau's budget-making process. After the budget is submitted the committee continues as a Bureau Advisory Committee. The BBAC is comprised of representatives of key stakeholder groups that include members of the community and labor representatives who work alongside PBOT Director Leah Treat and other bureau directors to develop the annual transportation budget per City of Portland guidelines.

Together, the BAC members and bureau staff review, discuss, deliberate and work to develop a consensus budget. Their challenge is to propose a budget that balances the infrastructure and service needs of the city's aging and complex transportation system, complies with state and federal regulations, and is responsive to both the economic and equity needs of Portland. The BAC also completes an annual budget equity tool which involves understanding the importance of racial equity to the City of Portland and to PBOT.

PBOT's BBAC meets monthly for two hours, year round, and meetings are normally held in the Portland Building, 1120 SW 5th Avenue.

### Bureau/Budget Advisory Committee Role

The role of the BAC is to:

1. Provide guidance to City Council on the effective use of resources as it relates to the overall budget.
2. Monitor the creation of the budget and track overall revenues, expenditures, and larger Bureau program/project implementation.
3. Review program priorities, spending, and any necessary revisions to project lists/financial plans.
4. Provide input on Bureau strategy and direction, incorporating equity and inclusion.



*The Portland Bureau of Transportation fully complies with Title VI of the Civil Rights Act of 1964, the ADA Title II, and related statutes and regulations in all programs and activities. For accommodations, complaints and information, call (503) 823-5185, City TTY (503) 823-6868, or use Oregon Relay Service: 711.*

5. Provide community input and advocate for communities that are traditionally under-represented on committees and under-served by the Bureau.

6. Think critically and strategically about the complete transportation system and provide input that champions the success of not just the whole transportation system, but also the whole city and all of its residents.

### **Time Commitment**

Members of the BAC will be expected to fulfill the following time commitments:

1. Meetings: Committee members will be required to attend 2-hour monthly meetings (With July and August off unless additional meetings are needed).
2. Tenure: Committee members will serve a two-year term from September 2016 September 2018 with opportunity to renew for future terms.
3. Other: Committee members will be expected to be responsive to staff and facilitator requests and review materials in advance of meetings. Committee members may also be invited to participate in other PBOT meetings and public events (optional).

### **Public Official Conflict of Interest Notice**

Those selected to serve on this body will be legally considered public officials for the duration of their service. As such, they will be required to publicly disclose potential conflicts of interest if the body votes on a recommendation that could have a financial impact for yourself, or a relative, or a business with which you or the relative is associated. This body is not the final decision maker, therefore members of the body do not have an actual conflict of interest, however members could have a potential conflict of interest.

If potential conflicts of interest are not disclosed, individual members are subject to education or monetary sanctions from the Oregon Government Ethics Commission. Having potential conflicts of interest does not preclude you from serving on this body or impact your ability to participate fully on this body. Stakeholders often have potential conflicts of interest just out of the nature of being a stakeholder and having interest in the work PBOT is doing. Please be aware that if selected to serve, you will be asked to disclose all potential conflicts of interest.

### **Selection Overview**

Applications will be reviewed by PBOT staff and approved by Commissioner Dan Saltzman, based on recommendations from Director Leah Treat and a selection panel of 3-5 staff. Public Involvement Advisory Council recommendations will be consulted and a Human Resources forced ranking process will be used. Selections will be confirmed the week of **August 7th** and meetings will begin in September 2017. The selection team will work to ensure a diversity of members, including but not limited to, various neighborhoods, modal interests, business liaisons, transportation professionals, school districts and advocates from our most vulnerable communities.

## Application Process

Please complete the following application to express your interest in the BBAC. Please note that information provided in this document is public information, with the exception of the Optional Information section. (Information in the optional section will only be disclosed as required by law.) If you have a recently prepared biography or résumé, it may be submitted with the completed application, but is not required. Thank you for your interest.

## BAC 2017-18 Application

The following information is required to be considered for the BAC.

Applications must be submitted by **July 19th** for consideration through one of three options:

1. Download the form from our website:  
<https://www.portlandoregon.gov/transportation/68958>
2. Email the completed form to [Tosin.Abiodun@portlandoregon.gov](mailto:Tosin.Abiodun@portlandoregon.gov)
3. Mail or walk in to PBOT, 1120 SW Fifth Ave, Suite 800, Portland, OR 97204

For more information, please contact Tosin Abiodun, Portland Bureau of Transportation at 503-823-5080 or via email at [Tosin.Abiodun@portlandoregon.gov](mailto:Tosin.Abiodun@portlandoregon.gov)

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## CONTACT INFORMATION

Name	
Email	
Phone	
Mailing Address	
Occupation	

## EXPERIENCE + EXPERTISE

This committee will include individuals with experience and expertise on the following geographies and topics. **Please check all that apply.**

<input type="checkbox"/>	Resident of SW / NW Portland	<input type="checkbox"/>	Resident of North Portland
<input type="checkbox"/>	Resident of Central Portland	<input type="checkbox"/>	Resident of Inner East Portland

	Resident of Outer East Portland		Pedestrian or Representative of a Pedestrian Organization
	Transit Rider or Representative of a Transit Organization		Person with Disabilities or Representing a Disability Organization
	Bicycle Rider or Representative of a Bicycle Organization		Car Driver or Representative of a Motor Vehicle Organization
	Freight Driver or Representative of a Freight Organization		Non-profit Focused on Communities of Color and Low Income Communities
	Transportation Paving		Transportation Construction
	Business with 50+ Employees		Business with 1 - 50 Employees
	Social Justice		Youth Empowerment

### CIVIC INVOLVEMENT

**PBOT Commitments:** Please identify any other PBOT programs or advisory committees that you currently serve on.

	Bicycle Advisory Committee		Pedestrian Advisory Committee
	Freight Advisory Committee		Safe Routes to School
	Other, please list:		

**Other Affiliations:** Please list any memberships or affiliations with other organizations, schools, committees or networks.

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Please briefly describe your reasons for wanting to serve on the PBOT Bureau/Budget Advisory Committee. What important perspective do you bring to the transportation conversation?

Please talk about your knowledge of social equity and its relationship to transportation, especially in the context of burdens faced by communities of color, low income and differently-abled communities.

Do you have any previous experience with budgeting and/or analyzing policy or working through large investment decisions?

**AGREEMENTS**

	I have read, understand and am willing to fulfill the role of the Bureau/Budget Committee. (page 1)
	I have read, understand and am willing to fulfill the time commitment of the Budget/Bureau Committee. (page 2)
	I have read, understand and am willing to comply with the Public Official Conflict of Interest disclosure requirements.
	I affirm that all information contained herein is true to the best of my knowledge. I understand that any misstatement of fact or misrepresentation of information may result in this application being disqualified from further consideration.

\_\_\_\_\_

Print Name

\_\_\_\_\_

Date

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### OPTIONAL DEMOGRAPHIC INFORMATION

*Please note this optional information must remain on a separate page from the rest of the application.*

The City asks that you voluntarily provide the following information. The City will use this information for statistical purposes. By providing this information, you will help us ensure that appointments represent a broad cross-section of the community. You are under no legal obligation to provide this information. State and federal law prohibit the use of this information to discriminate against you. The City will treat this information as confidential to the fullest extent allowed by law.

Gender Identity			
Sexual Orientation			
Race/Ethnicity			
National Origin			
Age			
Disability	<input type="checkbox"/> No	<input type="checkbox"/> Yes	If yes, please specify:
Languages Spoken			
Highest Level of Education	<input type="checkbox"/> High school degree or less <input type="checkbox"/> Some college / technical / community college / 2-year degree <input type="checkbox"/> College degree <input type="checkbox"/> Post graduate		