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**Dan Saltzman** Commissioner **Leah Treat** Director

### **Bureau and Budget Advisory Committee**

Tuesday, December 12, 2017

4:00– 6:00pm

Congress Building, 5<sup>th</sup> Floor, Conference Room 513

**Committee Members Present:** Ruthanne Bennett, Kaliska Day, Ryan Hashegen, Thomas Karwaki, Arlene Kimura, Molly Baer Kramer, Tony Lamb, Meesa Long, Elaine O’Keefe, Momoko Saunders, Kevin Vandemore

**Committee Members Absent:** AFSCME representative, Heather Bowman, Sam Gollah, Maria Hernandez, Frannie Knight, Heather McCarey, Patricia Montgomery

**PBOT Staff Present:** Tosin Abiodun, Shoshana Cohen, Zan Gibbs, Ken Kinoshita, Jeramy Paton, Irene Schwoeffermann, Leah Treat

**City Staff Present:** Jessica Kinard, Kae Cannonn

### **Welcome/Community Check-Ins and Announcements: Momoko Saunders and Tony Lamb**

- Tony Lamb opened the meeting and welcomed Committee members.
- Momoko reviewed agenda items and introduced Director Leah Treat.
- Director Leah Treat shared information about recent changes made to PBOT’s winter weather response. PBOT now has a supply of salt ready for use. PBOT staff have developed a use of salt report in coordination with a stakeholder advisory committee that articulates and determines when, why and under what circumstances PBOT can apply salt especially in places such as Sam Jackson, Burnside, Germantown, Skyline and 102<sup>nd</sup>. In addition, PBOT is working in partnership with the Bureau of Environmental Services (BES) to make sure the amount of salt applied to the roadway meets environmental standards and does not have an adverse effect on the City’s watershed system. At the end of the year, PBOT will work with the Portland Police Bureau and Fire Bureau to launch a Vision Zero get home safe travel message. Furthermore, PBOT will be partnering with the Taxi Industry to provide reduced or free rides home on New Year’s Eve. Director Treat encouraged BBAC members to attend the Congestion Pricing workshop scheduled for December 14 from 1:00 to 3:30 pm at the June Key Delta Community Center in North Portland. She added that PBOT recently completed a cultural assessment for Maintenance Operations division in response to Willamette Week article that was released in summer. Consultants from Carpenter Consulting interviewed about 44 PBOT staff, including managers, women, line men,

supervisors, and people of color and provided several recommendations that can help improve employee morale and change the sexist workplace culture prevalent at Maintenance division. PBOT will be working with labor union to create a task force that will help implement recommendations provided by the consultant. PBOT has conducted final rounds of interviews for the Maintenance Operations Manager position.

- Molly Baer Kramer shared information about a program public alerts program designed to provide information about people with disabilities and seniors that can be shared with emergency agencies. The program is still a work in progress. Molly encouraged BBAC members to share the information with their networks and sign up at [www.publicalerts.org/signup](http://www.publicalerts.org/signup)
- Thomas Karwaki commended PBOT for completing the North Willamette Boulevard re-stripping project. He highlighted the need for PBOT to address safety concerns of the North Fessenden community at the upcoming outreach meeting at Roosevelt High School.

### **Questions and Comments**

- Farrell Richardtz, a union representative, emphasized the need for PBOT to involve crew members, field workers and non-managerial staff in the process to change the workplace culture at Maintenance Operations Division. Change should not be imposed but encouraged. There is also a need for additional training on communication and equity.
  - Director Leah Treat noted that the culture change requires trust and will not happen overnight. The consultant highlighted in the cultural assessment report that it might take three years to change the current work culture.

### **Budget Equity Tool: Zan Gibbs**

- The budget equity tool is a City-wide tool designed by the Office of Equity and Human Rights (OEHR). In November, PBOT received an updated version that comes with a major change. Unlike what obtained last year, the tool is asking City bureaus to approach and access their base budget with an equity lens. In previous years, the equity tool focused solely on general funds.
- The updated budget equity tool includes nine questions. BBAC has an opportunity to engage with the tool given that PBOT's group managers are expected to provide responses to the nine questions. Would BBAC members be interested in providing support needed to edit and collate draft responses submitted by managers? Are members willing to form a sub-committee to work on the budget equity tool? Or would BBAC like to review the budget equity tool on January 18 after the document been reviewed and coalesced by the Equity manager?

### **Questions and Comments**

- What is the estimated number of responses expected?
  - Seven group managers will submit responses to four main questions and highlight how they are funding PBOT's equity goals.

### **PBOT'S Investment Strategy: Shoshana Cohen**

- Shoshana Cohen asked if BBAC members had questions or comments about PBOT's Investment Strategy.
- The legislative team suggested that BBAC think about the following questions as they prepare their budget letter: Does BBAC feel like the process the legislative team used to come up with suggestions for the Investment strategy is a reasonable and thorough? Does BBAC support the "triple win" strategy the legislative team is proposing to generate ideas for the new state transportation funding and Build Portland? How does BBAC feel about the proposed projects or the triple win projects?
- Shoshana provided a quick overview of PBOT's Investment strategy and highlighted the criteria used for determining projects for the HB 2017 15 million funding buckets.

## Questions and Comments

- Has the project list changed since last month?
  - No. The legislative team have reached out to modal committees and the Justice Alliance and they have heard questions and received feedback but overall no changes were proposed.
- Are some of the projects on federal highways and corridors? With the state fund address maintenance on highways such as 82<sup>nd</sup> and Lombard?
  - PBOT is working on other projects. There is available funding for PBOT's Fixing Our Streets project. The new projects highlighted for the 2017 HB funding are not on state facilities.
- When properties are being re-developed, will PBOT ask for the replacement of old and non-functional street lights?
  - Not sure.
- Momoko encouraged BBAC members to email additional questions they have about PBOT's Investment strategy to Tosin Abiodun. The legislative team will review the questions and then provide feedback.
- BBAC Co-Chairs, Tony Lamb and Momoko Saunders, highlighted the need for PBOT staff to be clear about what they need from BBAC. Staff need to make a hard ask upfront when they present at BBAC meetings.

## Budget Discussion: Jeramy Patton

- Jeramy Patton stated that at the last meeting, the budget team provided high level information about the Mayor's guidance for City bureaus to submit 5% general fund reductions. The goal of the budget team for the December meeting is to receive feedback on recommendations for general fund reductions and potential general fund requests.
- PBOT's 5% reduction is estimated to be around 400,000 dollars. PBOT has about 8 million dollars of general fund money and majority of the money goes into the street lights program. Areas recommended for general fund reductions include street cleaning, ADA Corner repair work, and signal and street lights maintenance operations.
- PBOT plans to request for additional six positions for the Parking Enforcement team to deal with vulnerable populations, camping and livability issues. The current team in place is comprised of Parking Enforcement Officers that have been taken off their enforcement beats, which has an impact of revenue loss of approximately \$1.5 million.
- PBOT will also request six additional positions in the Parking Enforcement team to deal with vulnerable populations, camping and livability issues. The current team in place is comprised of Parking Enforcement Officers that have been taken off their enforcement beats, which has an impact of revenue loss of approximately \$1.5 million. PBOT will also request funding needed for staffing for snow and ice events and replacing existing ADA curb ramps.
- PBOT received one-time funds from City Council in 2017 to install smart City sensors to collect data. The problem PBOT is encountering is that some of the mast poles cannot accommodate the weight of the sensors. To address this problem, PBOT is requesting additional 9 million dollars to replace old assets.
- PBOT will also request for funding needed to collaborate with regional partners on technical analysis and system modelling for congestion pricing scenarios as well as multimodal transportation improvements.

- PBOT received one-time funds last year from the Marijuana Tax Funds. PBOT is requesting for additional funds to continue Vision Zero projects/programs.

## Questions and Comments

- A reduction to the street cleaning funds means FTE positions will be cut and people will lose their jobs. Will PBOT move people affected by the cut into different positions or jobs?
  - There are vacancies currently available, but no decision has been made regarding how to move staff into new positions.
- Does the recommendation include funds for the youth bus pass program?
  - The youth bus pass was implemented through one-time funding in 2016. The City has developed a memorandum of understanding with certain school districts to share the cost for the program. The program is no longer part of PBOT's budget conversations.
- What is the actual dollar amount to be reduced?
  - \$401,669.
- The street cleaning department has been reduced over the years due to budget cuts. The department is very important for instance water quality is improved when City streets are cleaned. BES no longer contributes to the program. The program is not just about aesthetics, it is directly tied to traffic and pedestrian safety. Why is PBOT not asking BES to continue to make contributions to fund the program? BBAC should consider including this important question in their budget letter.
- Are there risks associated with cutting funds for ADA corner repair and street lights and signal maintenance and asking for the funds again as an add?
  - The cuts have already happened in 2017. The add packages will be reflected in next year's budget.
- Why cut capital budgets for street and signal maintenance and curb repair given the risk of potential lawsuits and the possibility that both programs may not receive Build Portland funds?
  - The recommended cuts are capital budgets and have the potential to receive additional funds from Build Portland. There is a risk that the Build Portland Committee may choose other projects and not provide funds for the add packages.
- What happens if other projects are chosen?
  - The Bureau will have to make the necessary reductions and reduce in-house capacity. Also, ADA repairs will have to be contracted out.
- The City is negotiating the terms of the Creek settlement.
- If the cuts have already been done, then why discuss with BBAC?
  - BBAC members will have the opportunity to highlight the cuts they support or do not support in their budget letter. A letter of dissent can also be written.
- Is PBOT obligated to pay the Water Bureau for service even if there is no ice/snow event?
  - PBOT is not obligated to make payments.
- Will the 1.5 million parking enforcement revenue loss be reflected in the budget?
  - The revenue loss will be articulated in the budget narrative. Revenue loss is a big deal. Council needs to focus more on revenue and not only on expenditures.
- Is the data collection effort for the Smart City project sponsored?
  - PBOT is working with vendors but the City still must pay for asset replacement.
- What kind of data is being collected?
  - The City is still trying to figure out exactly what data to collect.
- Will PBOT be the sole owner of the data? Will PBOT be able to sell the data to other City bureaus?
  - PBOT will be the sole owner. The City is committed to open data so PBOT will share data with other City bureaus.
- Are other bureaus contributing to the Smart Cities Initiative?

- o Yes.

### **Capital Set-Aside and Build Portland Allocations: Director Leah Treat**

- The Capital Set Aside program has been in place for three years. PBOT is proposing changes to the program's decision framework, data sharing process, and fund allocation process. Emily Tritsch will provide more information on PBOT's proposed changes for the Capital Set Aside program on a later date.
- The Build Portland program will provide funding for deferred maintenance projects. The Build Portland Advisory Committee is still trying to figure out how projects will be chosen, and funds allocated.
- PBOT's assets make up 77% of the deferred maintenance in the City. PBOT is asking City Council for 77% of the Build Portland funds.

### **Budget Letter discussion: Tony Lamb and Momoko Saunders**

- Momoko Saunders commented that BBAC members can highlight other issues not covered in the general funds request and reduction package. She highlighted the need for increased capacity and staff to manage PBOT's DMWESB goals and contracts.
- Director Leah Treat added that PBOT has a solid policy framework for selecting projects but what is missing is capacity needed to deliver projects.
- BBAC members agreed to identify and distill themes and priorities to be addressed in their budget letter during the workshop meeting scheduled for January 4. BBAC Co-Chairs encouraged members to start thinking about themes ahead of the meeting. Members can also provide feedback via email.

### **Questions and Comments**

- Does PBOT have the capacity needed to Build Outer Powell? ODOT already provided 100 million, but is PBOT going to do the actual work?
  - o ODOT is very interested in PBOT taking on the project. However, PBOT does not have the capacity needed to implement the project. Also, the 100 million dollars is not sufficient to meet all the transportation needs in East Portland and there is a two-year time limit for construction.

### **Next Steps:**

- BBAC will meet twice in January, on the 4<sup>th</sup> and the 18<sup>th</sup> at the Congress building, 5<sup>th</sup> floor, Room 513. Address: 1001 SW 5<sup>th</sup> Avenue Portland Oregon.