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

## **Bureau and Budget Advisory Committee**

Thursday, September 20, 2017

4:00– 6:00 pm

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

**Committee Members Present:** Arlene Kimura, Ruthanne Bennett, Samuel Gollah, Thomas Karwaki, Tony Lamb, Meesa Long, Rob Martineau, Elaine O’Keefe, Maria Hernandez, Momoko Saunders, Pia Welch

**Committee Members Absent:** Molly Baer-Kramer, Ryan Hashagen, Sarah Iannarone, Farrell Richartz, Kevin Vandemore

**PBOT Staff Present:** Tosin Abiodun, John Brady, Shoshana Cohen, Michael Kerr, Mark Lear, Irene Marion, Noah Siegel, Emily Tritsch, Chris Warner

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

- Tony Lamb opened the meeting, welcomed committee members to the first meeting in fall 2018 and asked attendees to briefly share something interesting they did during summer.
- Tony Lamb reviewed the agenda and informed committee members that two members, Kevin Vandemore and Sarah Iannarone, asked to be excused from the meeting. BBAC September meeting will focus on PBOT strategic plans.
- Momoko Saunders shared the Vision Zero report. BBAC members observed a minute of silence to honor the memory of the two individuals who died in auto related crashes from August 17 to September 19.
- Momoko asked BBAC members to review the BBAC group agreement document ahead of the next meeting.
- Interim Director Chris Warner welcomed committee members, shared information about his professional background and expressed his excitement about the opportunity to lead PBOT and work closely with BBAC members. He shared updates about the Mayor led recruitment effort and nation-wide search for a new PBOT

Director. After Labor Day, Mayor Ted Wheeler assigned PBOT and the Office of Community and Civic Life (OCCL) to Commissioner Chloe Eudaly.

- Chris introduced Noah Siegel, the interim Assistant Director, to BBAC members and asked him to share a few words.
- Noah shared information about his professional experience. His areas of strength include economic development, community development, infrastructure and transportation. In the past, he worked closely with Mayor Adams and Mayor Charlie Hales. At PBOT, he will be focusing on the Fixing Our Streets program and PBOT's equity plan.

### **Questions and Comments**

- Arlene Kimura made inquiries about the Outer Powell Transportation Safety project.
  - The Oregon Department of Transportation (ODOT) will lead the project. PBOT is working with ODOT to ensure that the project is successful. Additional information about the project can be found at <http://www.outerpowellsafety.org>
- Maria Hernandez asked if PBOT is still actively holding conversations about the Youth bus pass?
  - TriMet formed a committee and provided funding from the 1% employee tax. The Committee recommended that the funds, about \$50 million annually, should support increased bus service throughout the region. Some funds were allocated to provide electric buses, additional disabled rides and student transportation. The Youth Bus pass and the funding mechanism is an on-going conversation between several agencies including PBOT, Portland Public Schools, TriMet and the OTC.
  - Maria Hernandez encouraged PBOT to continue to amplify the voices and concerns of the community about the youth pass and push for additional funding.
- Thomas Karwaki shared information about the North Portland Transportation Summit which took place on September 19 at Kaiser Town Hall. Commissioner Chloe Eudaly, Speaker Tina Kotek and Maurice Henderson, Chief Operating Officer for TriMet, shared information about legislative issues, projects and service enhancement plans at the event. Community members shared their concerns about safety at Saint Johns Freight Corridor and North Fessenden. Thomas thanked PBOT staff for playing a key role at the event.
- Rob Martineau asked if PBOT leadership has received specific directives from Commissioner Chloe Eudaly. Will there be significant policy changes? Has the Commissioner elevated specific issues or areas of interest?
  - Commissioner Eudaly is working closely with PBOT leadership/management team to develop her top transportation priorities and better understand how those top priorities align with work that is currently being done.
  - Rob Martineau shared the importance of BBAC knowing more about the Commissioner's goals, value-driven plans and priorities for PBOT versus the ongoing work of the bureau, especially if they conflict.
- Tosin Abiodun shared BBAC/staff updates. BBAC is currently seeking new members. [Member application and job description forms](#) are available online and the deadline for application is September 24. Over the summer, PBOT and OCCL staff held several meetings to discuss implementation plans for the City Boards and Commissions Policy.

- What is the process for appointing new members?
  - PBOT is following member selection guidelines provided by the Office of Community and Civic Life. A selection committee, comprising of PBOT staff, will review all the applications and provide recommendations to the Director. The Director will make the final selection.

### **PBOT 101: John Brady**

- John Brady shared a document that provided a general overview of PBOT's goals, organizational structure and strategic goals. PBOT Communications team recently created a poll/survey and facilitated focus group discussions to better understand how community members understand PBOT's role. Next month, BBAC members will have the opportunity to preview the poll results.
- John discussed proposed changes to PBOT's strategic plan. Staff are looking to further narrow the strategic initiatives in the Portland Progress Plan. For the next iteration, PBOT will focus on three goals – asset management, vision zero and safety. These goals will form the core of how PBOT staff think about their work.
- PBOT's community engagement and public involvement efforts will focus on winter programs such as storm drains cleaning, leaf day program and snow plow events.
- John Brady encouraged BBAC members to attend the snow plow obstacle course event soon to be scheduled. Tosin Abiodun will share additional information about the event via email.

### **Questions and Comments**

- Sam Gollah recommended printing and sending flyers to members of the public. The flyer should cover information such as the four seasons of PBOT, organizational goals, projects and accomplishments.

### **PBOT Strategic Plan: Michael Kerr**

- Michael Kerr, Manager of PBOT's Office of Strategy and Innovation, shared information about efforts to develop a new strategic plan for PBOT.
- The life cycle of the Portland Progress Plan will end in fall 2018. As a result, staff are developing a new strategic process that will guide the bureau's budget, priorities and activities for the next three years.
- The strategic process will foster alignment and a shared vision, help PBOT set clear priorities, support the prioritization of time and resources, identify operational needs and provide the direction needed to a dynamic and ever-changing environment.
- In terms of strategic planning approach, PBOT staff will conduct an environmental scan and ensure that the plan aligns with budget priorities.
- The strategic planning process will focus on three key areas – vision zero, asset management and growth management.

### **Questions and Comments**

- What about opportunities that may arise that are not considered as part the strategic plan?

- PBOT's goal is to develop a flexible and adjustable strategic plan and to be a lot more intentional, deliberative and transparent about changes to investment policy changes.
- The overall goal is to establish the new strategic plan at the end of 2018. BBAC members will have the opportunity to provide feedback and help shape the 3-year strategic plan.
- When will the plan take effect?
  - January 2019.
- Often times, transportation departments are often left out of discussions about land use policy. Is PBOT working to insert itself into conversations about planning and zoning as part of its strategic planning efforts?
  - PBOT has been discussing and will continue to engage with other agencies about land use and transportation issues.
- PBOT should avoid duplicating efforts, focus on existing plans and prioritize concerns and feedback already provided by community members.

### **PBOT's Strategic Asset Management Plan: Emily Tritsch**

- Emily Tritsch defined asset management as a strategic and systematic approach for managing infrastructure throughout their life cycle.
- PBOT is thoughtful and deliberate about balancing its asset management goals. PBOT's asset is not limited to pavement, there are 12 other asset classifications for instance parking systems, corner and ramps, signal systems, sidewalk and other infrastructures.
- What does asset management mean in practice for PBOT? It means PBOT has to reduce its maintenance financial backlog. PBOT has the second largest asset portfolio in the City behind the Bureau of Environmental Services (BES). PBOT's backlog as of 2017 was roughly about 300 million dollars.
- Building off of the bureau's existing efforts around asset management, PBOT has begun development of a Strategic Asset Management Plan (SAMP) to provide an enterprise-wide approach to asset planning and reinvestment. Development of this plan will support the bureau in responding to customer needs, reducing risk and liability, providing sustainable service levels and delivering value on Portland's transportation assets over the long term.
- The asset management plan will inform PBOT's funding and investment strategies.
- PBOT's asset management plan will be data driven and align with PBOT organizational value. It will also incorporate equity and safety goals.

### **Questions and Comments**

- Elaine O'Keefe recommended including financial information and low-cost maintenance goals in the PBOT asset management plan.
- It is important to also look into the convenience of assets such as sidewalks and work with electric utility firms to remove barriers on City sidewalks.

### **PBOT Investment Strategy: Mark Lear**

- Mark Lear, from the Legislative and Resource Development division, shared information about PBOT Investment Strategy. The goal for the next few years is to optimize investment in the transportation system based on outcomes, maximize funding and leverage, ensure effective and efficient project delivery and share PBOT success stories.

## Questions and Comments

- Is the asset management based on a risk assessment model?
  - It is driven by risk and other models.
- It would be helpful for PBOT to provide a better understanding of how the budget relates to different modes of transportation and work programs.
- PBOT should also distinguish between its funds and those that comes from other sources such as state and federal funds.
- Will there be a second iteration of the Fixing Our Streets program?
  - It is unclear at this point if there will be a second iteration of the program.

## 2019 Legislative Update: Shoshana Cohen

- Shoshana Cohen provided legislative updates for 2019.
- All legislative agenda for the City goes to the Capitol at Salem through the Office of Government Relations.
- In August, PBOT submitted draft legislative ideas. City Council will formally adopt the City's legislative agenda in November through December. The legislative session at Salem will begin in January through July 4.
- Next week, PBOT's Legislative and Resource group will visit Salem next week to attend several transportation related meetings.
- PBOT developed specific safety, growth management and asset management goals. For instance, PBOT is pushing for local authority on speed control on all Portland streets and looking to develop a new speed limit implementation plan.
- At the last legislative session, there were lots of conversations and debates about smart and autonomous vehicles and Capital Investment bill. PBOT is following and contributing to all these on-going conversations.
- TriMet will be submitting proposals for the Southwest corridor. PBOT will follow conversations about the proposal and other transportation related proposals closely.

## Questions and Comments

- Thomas Karwaki highlighted the need to work closely with the Portland Police Bureau and Port Authority on speed reduction and camera enforcement initiatives.
- Will BBAC get an update about the City shared electric scooter program? How do we make sure that smart technologies serve the needs of people from communities of color? How do we work to ensure all Portlanders have access to emerging technologies?
  - The City of Portland and PBOT are committed to ensuring access for all and incorporating feedback from community members.
- There is need for PBOT to evaluate how smart technologies can offer economic opportunities and also have an adverse economic impact on community members, especially those from low income communities and with low educational qualifications.
- Irene Marion, PBOT Public Involvement Coordinator, shared information about upcoming focus groups to gather community feedback about the City shared electric scooter program, a new transportation incentives package and the Lloyd to Woodlawn project. She will provide additional information about the focus groups via email.

**Announcements: Tosin Abiodun**

- Maria Hernandez shared information about an educational and advocacy event organized by the Community Cycling Program and Oregon Walks. At the event, BBAC members will have the opportunity to learn about the history of transit justice in East Portland with special focus on the experience of youths and people with disabilities.

**Next Steps:**

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