Division St Area Parking Management Plan Stakeholder Advisory Committee

Deadline for Applicants: March 6, 2020, by 12 p.m.

Staff Liaison: Kathryn Doherty-Chapman, Kathryn.Doherty-Chapman@portlandoregon.gov, 503-823-4761

Purpose and Role of the Bureau and Advisory Body

The Division St Parking Stakeholder Advisory Committee’s (SAC) will work with the Portland Bureau of Transportation staff and Bureau Director on developing a parking management plan for the Richmond Neighborhood area. The resulting plan will need to be voted in by the affected residents and adopted by City Council in order to be implemented. The focus will be on developing a new parking permit pilot program. The recommendations should support a full range of transportation options within the context of neighborhood livability and economic vitality with the goal of efficiently managing parking and reducing reliance on the single-occupancy automobile.

The mission and activities of the SAC are intended to support City and neighborhood land use and transportation goals, objectives, and policies, and to provide guidance for the development of more detailed projects, programs and activities.

Committee activities include:

- Advise Designated Bureau of Transportation staff and Director on parking management programs including time limits, permit rules, permit area, and hours of operation, etc.
- Advise the Bureau of Transportation staff on development of Transportation Demand Management Programs.

Total number of advisory seats: 11

Number of seats available: 7 at large, 2 to the Richmond Neighborhood Association and 2 to the Division-Clinton Business Association.

Who can join?

To be eligible for the advisory committee, members must live, play, worship, go to school, work or do business in the City of Portland.

Apply online here: https://www.surveymonkey.com/r/DivisionParking

Desired Attributes

PBOT looks to the SAC to consider different parking management tools with an open mind and keep in mind the unique and diverse needs of residents, businesses and visitors when deciding on the permit program elements. The Richmond Parking Plan Stakeholder Advisory Committee seeks diverse candidates of a variety of ages, race/ethnicity, family type, housing type, business type, gender identity, or sexual orientation. Candidates must live, work, own property or a business, worship or conduct regular business in the area. While we have specific desired attributes, we are seeking residents and employees/business owners from all walks of life to apply.
We are specifically looking for people who have not been involved in PBOT advisory body committees in the past and represent the following perspectives:  
(The attributes listed below are what will guide our selection process. It is helpful if you are specific in your answers. We do not expect you to be or have everything listed but are looking for candidates with at least one of these attributes.)

- You have a perspective on physically navigating the community with young children. 
- You are a renter living in a multi-family building in Richmond in the area shown on map on page 3. 
- You manage a multi-family or mixed-use building with more than 20 units in Richmond in the area shown on map. 
- You are on the Division-Clinton St Business Association Board. 
- You are on the Richmond Neighborhood Association Board. 
- You own a small to medium sized (less than 20 employees) business in the Richmond Area shown on map. 
- You work at a small to medium sized business in the Richmond Area. 
- You have a perspective on physically navigating the Richmond community with a disability. 
- You have owned a property or lived full-time in the Richmond Neighborhood for more than 15 consecutive years. 
- You volunteer, participate with, are on the board of or work at a cultural or community institution such as a church, school, or non-profit that serves the Richmond Area. 
- You are a relatively recent resident of the neighborhood (less than 5 years). 
- You are available to attend all meetings and participate in the discussions. 
- You have knowledge of basic parking management principles. 
- You have served on a committee or board of directors before (of any kind). 
- You believe in the value of public participation in government process. 
- You are an advocate for racial equity.

Terms & Time Commitment

- Meetings will be held once a month with a break during the data collection period. Time and location are to be determined. 
- Members should expect to begin in March 2020 and complete the process early 2021. 
- Members may apply to serve on the implementation advisory committee if the pilot program is implemented to continue to advise PBOT on the parking management program. 
- Members may serve a term of up to two years. 
- Members are expected to prepare for meetings on their own time. Arrive ready to discuss meeting materials and agenda items. Meeting materials for review may be sent with minimal time to review, potentially as few as 48 hours in advance, typically one week prior. 
- We can provide interpreters who will translate the conversation in your language during the meeting. Please ask for an interpreter at least a week in advance of the meeting so we have enough time to make arrangements. 
- You may need to read and write in your language. Verbal and written translations are performed by outside organizations. The dialects may be different than your home region and may be different on each document. 
- We try to translate the written materials you ask for, but we may not be able to provide translation on all meeting documents.
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 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 and may not impact your ability to participate fully on this body. Stakeholders often have potential conflicts of interest by the nature of having interest in the work. The Conflict of Interest Disclosure is included in the application. Please fill all conflicts of interest on your application.

Application Process
Applications are due on March 6, 2020 by 12 p.m.

Apply online here: https://www.surveymonkey.com/r/DivisionParking
To talk with someone about this opportunity or to receive assistance completing the application, please contact the advisory body staff liaison at Kathryn.Doherty-Chapman@portlandoregon.gov 503-823-4761.

Voluntary & Confidential Demographic Information
The City is committed to diversity, inclusion, and equity and uses provided demographic information to help ensure that advisory body appointments represent a broad cross-section of community. Your information will not be used during the recruitment nor the selection process. State and federal law prohibit use of this information to discriminate against you. The City will treat this information as confidential to the fullest extent allowed by law. Questions about this may be sent to AdvisoryBodies@Portlandoregon.gov

We Encourage You to Apply. We welcome you to browse our website to learn more about the project at: http://tiny.cc/SEParking

Map of focus area for Division Parking Permit SAC