



URMD

URBAN ROAD MAINTENANCE DISTRICT

Urban Road Maintenance District Advisory Committee

January 16, 2019

4-6 p.m.

Walnut Street Center

1400 SW Walnut Street • Second Floor Training Room 1 • MS 51

Hillsboro, OR 97123-5625

MINUTES

Members Present:

Tim Connelly

Blake Dye

Ray Eck

Kimberly Goddard-Kropf

Daniel Hauser

Michele Limas

Marty Moyer

Members Absent:

Mary Manseau

Roy Schairer

County Staff Present:

Rebekah Bishop

Melissa De Lyser

Steve Franks

Sherri McFall

Stephen Roberts

Destanee Smay

Dyami Valentine

Marla Vik

Todd Watkins

Guests:

None

1. Welcome and Approval of Minutes

Committee Chair Hauser called the meeting to order at 4:03 p.m., and welcomed committee members and staff. All present introduced themselves.

Department of Land Use & Transportation

Operations and Maintenance Division • Urban Road Maintenance District Advisory Committee

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Approval of October meeting minutes was moved by Member Kimberly Goddard-Kropf and seconded by Member Martha Moyer. Motion passed unanimously.

Approval of December meeting minutes was moved by Member Kimberly Goddard-Kropf and seconded by Member Raymond Eck. Motion passed unanimously.

2. Discuss URMDAC in 2019 – Meeting Schedule / Topics / Membership

Steve Franks referred to “Outline, 2019 URMDAC Meeting Topics,” a one-page summary of standard agenda items brought to the committee on a regular basis each year. This outline was shared with URMDAC at its October 2018 meeting. This list can help determine topics for and frequency of meetings.

URMDAC’s standard meeting time is two hours. There was a period where the meeting length was reduced to 90 minutes, but some members felt that wasn’t enough time and URMDAC returned to a two-hour meeting length. There needs to be enough time to discuss all agenda items fully, while also maintaining fidelity to the agenda.

Regarding location of the meeting if URMDAC members preferred a different meeting location, there are few facilities east of the Walnut Street Center that can accommodate the need for meeting space,. A suggestion for traveling meetings was made, when needed to observe a site or situation on the agenda. There was also a suggestion that URMDAC members might do some community service work, such as litter cleanup along a road. Member Dye thought that Murray Boulevard is a good option. Steve Franks noted that URMDAC members could do a one-time cleanup on their own, but if they wanted to adopt a County road in the County’s Adopt-A-Road program, which requires a commitment of two years, with a minimum of two cleanups per year. Members agreed to keep the meeting at two hours at this location at this time.

There is currently one membership vacancy on URMDAC.

Topics for discussion for the joint meeting are still in development. The committee agreed to hold the joint meeting on the proposed date of Feb. 14, 3 -5 p.m.

3. Update on Status of URMD Pedestrian and Biking Improvement Projects

Marla Vik presented the update on the construction of URMD pedestrian and biking improvement projects, using a PowerPoint that provided an overview of the projects. Points included:

- The program began in 2011; we are now beginning the eighth year, 49 projects have been funded and 34 of them have been completed.
- The first five years of projects will be completed at 94% of the first five years' budgeted amount (\$10.4 million versus \$9.8 million).
- The URMD project timeline follows three stages: Design, Award Construction Contract, Construction

Steve reminded URMDAC that Marla's annual update is one of five required annual reports to URMDAC, as identified in the URMD Performance Measures; all five annual reports are indicated in URMDAC's annual meeting schedule overview.

Todd Watkins shared that pedestrian and biking projects can be incredibly difficult to design and construct, and expressed appreciation for Marla and her colleagues in the Engineering and Construction Services Division. They take the vision that is broadly scoped in the candidate description and make it a reality.

Member Eck asked about the Alexander Street project. Marla shared that it was designed and permitted without a storm water pipe but Clean Water Services changed their minds. Marla said it could get wrapped into the 209th project, but we don't know how much CWS will cooperate with paying for the piping and ditch.

Member Dye asked about the cost per foot to add piping into a project. Marla explained it can sometimes double the cost, depending upon cost of materials. Todd explained that some projects require broad assumptions, and there can be a high potential for changing needs. The cost of drainage is so high that we try to design projects without affecting drainage. This cost can also directly influence which side of the street a sidewalk improvement is done.

The Rigert Road project that was selected in the 2017 selection process was discussed as a follow-up to URMAC's December 2018 meeting when a Rigert Road project updated was shared with URMDAC. There is an embankment on one side of Rigert and a stream on the other. At the time the candidate was scoped staff was unaware of the stream. Walls would have to be built to construct a sidewalk through this; to minimize the footprint they would have to be in the creek itself. A sidewalk on the other side would be dangerous with the embankment. In addition, there are utilities in the

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way and there are wetlands behind. The effort and cost of this project would be extremely high, and perhaps not even possible.

Member Dye asked what happens to the funds when we shelve projects like this. Todd explained that the funds return to the pool of funds used for the other projects.

After discussion, Member Goddard-Kropf moved to suspend this project and Member Connelly seconded. The committee voted in favor, with Members Limas and Dye abstaining.

4. Review Candidate List for 2019 Pedestrian and Biking Improvements Selection Process

Steve Franks explained the pedestrian and biking improvements selection process and commended the staff who have been working since March of 2018 preparing for this year's selection process. In March 2018 Steve formed a staff Planning and Pedestrian Improvements Coordination Team (PBIC Team) to begin thinking about the 2019 selection process. Staff was looking for opportunities to improve the process from previous years, given that House Bill 2017 monies would be involved in 2019 which could complicate the process, and staff turnover required new ways of doing business. Staff from a variety of professional disciplines and perspectives formed the PBIC Team:

- Steve Franks, Senior Program Coordinator, Operations and Maintenance Division
- Bekah Bishop, GIS Analyst, Operations and Maintenance Division
- Dyami Valentine, Senior Planner, Long Range Planning, Planning and Development Services Division
- Marla Vik, Senior Engineer, Capital Projects, Engineering and Construction Services Division
- Melissa Norman, Traffic Analyst, Traffic Engineering, Engineering and Construction Services Division
- Shelley Oylear, Pedestrian and Biking Coordinator, Traffic Engineering, Engineering and Construction Services Division
- Stephen Roberts, Assistant Director, Land Use and Transportation, Director's Office

Staff reviewed the list of 2019 pedestrian and biking improvement candidates; one spreadsheet listed the candidates by road name, another spreadsheet listed them by cost. These candidates are in our database which has been compiled over several years. Dyami Valentine, Senior Planner, Long Range Planning, reviewed the column definitions. Discussion followed about the methodology used for specific columns, including Safety, Equity, Essential Destinations and Connectivity. Chair Hauser asked

staff to clearly define the methodology used to determine all columns and send to the committee for reference before the March meeting.

It was agreed that a staff-recommended 150% list will be brought to the March meeting for URMDAC's consideration.

Member Dye indicated differences between the Jan. 11 and Jan. 16 versions of this document. Dyami indicated that this is a draft for discussion purposes only; he will be collecting them at end of meeting.

Chair Hauser observed that "Transit" is pulled out as individual criteria this year, but not schools. Discussion ensued about whether schools should also be. Stephen Roberts indicated that it's possible to give schools a higher rating within the "Essential Destinations" column. He shared that there are Gain Share funds attached specifically to school projects for these types of improvements. Two years ago some of Gain Share projects and their funding were used to supplement URMDAC's recommended candidates.

Member Eck requested a SPIS report. Chair Hauser shared that it is online but asked Steve to provide printed copies.

Member Connelly encouraged committee member to visit particular pedestrian and biking improvement candidates of interest, make notes, take photos and advocate.

5. Guest Comments

No guest comments. Time was used for discussion of the candidate list.

6. Open Forum – URMDAC Members

Todd recalled to the group that Member Manseau had requested PCI info on URMD roads at a prior meeting. He shared an internal map, that is available to staff, that shows all roads in the network and their pavement conditions. However, the data is dynamic and a printed version would simply be a "point in time" snapshot. Printing individual map books for this sole purpose would be cost prohibitive and time consuming, over time, since the information changes frequently.

7. Election of URMDAC Officers

Member Connelly nominated Daniel Hauser to continue as Chair in 2019; Member Moyer seconded. Motion was approved unanimously.

Chair Hauser nominated Member Eck for Vice Chair; Member Connelly seconded. Motion was approved unanimously.

8. Meeting wrap-up/Meeting Adjournment

Chair Hauser adjourned the meeting at 6:02 p.m.

Next meeting: Feb. 14, 2019, 3–5 p.m.