

URBAN ROAD MAINTENANCE DISTRICT ADVISORY COMMITTEE

Minutes of the Regular Meeting of July 17, 2019



Members Present:

Blake Dye	Kimberly Goddard-Kropf	Mary Manseau
Tim Connelly	Daniel Hauser	
Ray Eck	Michele Limas	

Absent:

Marty Moyer

County Staff Present:

Rebekah Bishop	Shelly Oylear	Alex Vidal (Staff Assistant to the Board of Commissioners)
Melissa De Lyser	Cindy Remy	Todd Watkins
Steve Franks	Stephen Roberts	
Sherri McFall	Dyami Valentine	

Guests:

Melissa Laird

1. Welcome, Introductions and Approval of March and May Meeting Minutes

Chair Hauser called the meeting to order at 4:03pm. Members, guests and staff introduced themselves.

Regarding the March meeting minutes, Member Eck requested that the road name on page 6 be corrected from Kinnaman to Madeline. Minutes with aforementioned edits were moved for approval by Member Goddard and seconded by Member Dye. Motion passed unanimously.

Regarding the May meeting minutes, Member Manseau requested that her sentence and detail about twelve inches sloughing off the trail at Springville Road be stricken from the minutes. Minutes with aforementioned edits were moved for approval by Member Dye and seconded by Member Goddard. Motion passed unanimously.

2. Guest Comments

There were no guest comments.

3. Update on URMD Budget and URMDAC Bylaws and Membership

11:00 Todd Watkins shared that the CAO and BCC are interested in revisiting memberships, budgets and bylaws for all Washington County advisory committees. Member appointments are

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effective on January 1 and the selection process happens through fall and winter. Todd encouraged members to review the bylaws soon. There will be further discussion about this after wrapping up the bike/ped candidates.

Member Eck asked if age would be considered and wants seniors to be included. Melissa shared that discretionary terms are defined in Title VI and age is not one of them. Member Manseau commented that it appears that the older generations are overrepresented; younger people are not represented.

Todd shared that meeting times, language, and location are factors we need to review in order to attract and attain potential members. Member Manseau suggested that we provide paper applications at CPOs and Open House events. She discovered that applications are electronic only. She thinks the CPO meetings are the perfect place to recruit future members.

Chair Hauser commented that CPO attendance tends to mirror existing committee membership. The diversity at most of those meetings is low. Member Limas indicated that there needs to be wider education about CPO meetings and road information. She also likes the ability to share paper information easily. Member Manseau asked how the community is informed about road projects. She feels that the CPOs hold a captive audience that can be tapped for potential committee membership. Todd shared that the County communicates road projects in various ways, and needs to ensure those communications are clear and practical. Community members may not get that if the message is diluted with extraneous information, such as Open Houses or Committees.

Todd shared that staff is actively engaged in committee membership across the county. He will bring her suggestions to that group. Chair Hauser reiterated the importance of diversity and the Committee's wish to increase it as membership turns over. Todd mentioned the County's Civic Leadership Program. Member Dye explained the program, as he was a prior program participant, and indicated where more information can be found on the County website, at this link: <https://www.co.washington.or.us/CAO/CommunityEngagement/civic-leadership-and-capacity-building.cfm>.

Steve reminded the group that four member terms are expiring this year. Member Manseau stated that the bylaws state two terms is the maximum service for committee members. Melissa suggested asking members to participate "potentially anonymous" exit interviews. Member Manseau stated that anonymity may not be necessary. Chair Hauser agreed that anonymity is important to have available and asked staff to provide it when giving exit interviews. Member Manseau suggested that an important part of finding new members is to keep the existing membership from getting stale with the same individuals serving year after year.

4. Discuss Selection of Pedestrian and Biking Improvements for FY 20-21 and FY 21-22
 - Public Comments Received During Public Comment Period (June 1-30)
 - Input from Staff
 - Discuss and Confirm URMDAC's Procedure for Developing Its Recommendations

Steve thanked Shelly Oylear, Rebekah Bishop, Marla Vik, and Sherri McFall for their contributions to the process of compiling the information presented to members' in the informational packets.

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He explained what information is in the packets. Melissa indicated that she created two websites, one each in English and Spanish, and explained the information in the communications pages she distributed.

Melissa shared that she received several extremely rude comments on the Next Door post about sharing the information in Spanish. She shared that we did not receive any Spanish comments.

Chair Hauser and Melissa will discuss ways to boost Spanish participation post-meeting.

Member Eck asked about the bike/ped candidates outside of the top 25 that were supported by the City of Tigard. Member Manseau asked if we reached out to schools and what the comments are. Shelley replied that she met with Beaverton SD who indicated that they would submit comments electronically; she is not able to identify their comments, if any. Member Manseau asked us to follow up with the school; however, Chair Hauser restated that the public comment period has passed and schools were notified and he is very reluctant to open up comments again for one specific group. Melissa agreed, stating that it could be construed a break of the community's trust to open comments for a certain agency. Shelly indicated that schools share their perspective on projects in the School Access Improvement Study, which can be found online.

Member Manseau shared that the number of comments represent a high volume of interest from communities on a candidate, but not necessarily support. She wondered aloud whether we should step back from a candidate if it has lots of negative comments. Chair Hauser reinforced that all comments, positive and negative, are important and should be considered. He also shared that the higher volume candidates are more likely to be selected for Capital Projects.

Steve walked through a handout with staff comments and encouraged staff that are present to participate in the conversation. He asked members to make notes on the worksheet grid provided and gave a reminder that the expectation is to be prepared with their votes at next meeting.

- #161d / 174th Ave. Shelley shared some comments from THPRD. They may add a soft trailhead in that location and we may instead choose to collaborate on an asphalt pathway. She will seek an estimate from THPRD to share with URMDAC. Member Limas asked Shelley to ask if the cost is to be paid in a single sum or paid annually.
- #206 / Huntington – This candidate is being proposed for both sides of the street.
- #309 / Filbert – This candidate has \$350k GainShare funds available. The URMD contribution would be \$957k.
- #402 / Miller Hill - This candidate will complement a GainShare project.
- #436 / 139th Ave - This candidate could be paired with #446 Park Way, due to proximity and low cost.
- #445/471 Butner Rd/Downing St – These candidates could be paired with #450 Meadow Dr.
- #603a / 185th Ave (from Farmington to Madeline) – This candidate will most likely occur on the east side of 185th. Stephen indicated that it is also being considered by Metro for a May 2020 voter election. Member Manseau asked if the candidate is selected by URMDAC and then funded through the Metro measure (along with the Sandra Lane candidate), can those

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URMDAC funds be reprogrammed to another candidate? Stephen Roberts said the Committee can likely choose to do that. Todd stated that we can place the candidate on the alternate cycle to delay the work until it is voted upon. Member Manseau asked if URMD funding of this candidate would affect Metro's decision to potentially fund the selection. Stephen shared that we could also choose to match Metro funds for this candidate. The decision to advance the selection to voters would likely happen in October 2019.

- #609 / 174th Ave – This candidate could be challenging and have significant environmental issues down the road which may increase the cost.
- #612 / 209th Ave - This candidate currently has a sidewalk being constructed on the west side of the street to serve Reedville Elementary School. You may wish to drop it from consideration.
- #626a & 626b / 185th and Sandra Ln – These candidates could be considered companion candidates. Augusta Lane bridge is funded by MSTIP and moving forward.
- #629 / Scholls Ferry & 77th Ave – This candidate could potentially be combined with a GainShare project nearby. If selected, it could be moved up in order to leverage cost, design and delivery.
- #636 / 192nd – This candidate would include sidewalks along both sides of the street. There is a large volume of foot traffic at this location. It would also support access to transit on 192nd.

Steve shared that all existing projects can be seen on the URMD website. He also explained that URMDAC will choose their candidates at the September meeting. He requested members share their top ten recommendations prior to the meeting. Once received, he will compile a ranked listing and return it to members to inform the discussion. He offered to help weigh the projects to give an overall score, if the committee chooses. Chair Hauser shared that this list can serve as a starting point. Todd explained that the process for members is to debate the merits and make a Committee recommendation to the County Commission.

Steve suggested the following timeline for final candidate selection:

- Sept. 6 - Members provide their top candidate recommendations to Steve
- Sept. 12 - Steve returns a ranked list of recommendations to members
- Sept. 18 - Members meet and choose final candidates

Member Eck moved to schedule an August meeting in order to have more time for committee discussion. Member Manseau seconded the motion.

Member Dye moved to make a friendly amendment to Member Eck's motion, to forgo August and extend the September meeting to three hours. Member Eck declined and the amendment died. Member Dye withdrew his amendment.

Member Limas stated she believes URMDAC is required to meet nine times per year and shared concerned that the committee is meeting too few times. Steve explained that the bylaws require four meetings per year.

Chair Hauser asked for a vote on Member Eck's motion. Motion was rejected as follows:

In favor - Members Eck, Limas, Manseau

Against - Members Connelly, Dye, Goddard, Hauser

Member Dye moved to extend the September meeting to three hours. Motion was rejected as follows:

In Favor - Members Dye, Goddard

Against - Members Connelly, Eck, Hauser, Manseau

Member Eck asked if individual members can discuss issues outside of the URMDAC meeting. Todd clarified that members can discuss as long the number of members participating (in any manner; electronically, physically or otherwise) is less than a quorum, which in this case is four or less members.

5. Open Forum – URMDAC Members

Member Connelly shared that he feels two hours is more than enough if the committee discussion is efficient. It's always been done in a single two hour meeting. He shared that part of the reason he is not returning for another term is that he feels encumbered by the repetition and extensive level of detail that some members practice in committee discussions.

Chair Hauser thanked Member Connelly for his comments. He shared he'd like to use the remaining time for members' questions.

Shelly indicated that she would give response to Member Manseau's questions about parking at 174th by August 23, which is two weeks prior to the meeting.

Member Eck shared an email from Shelly regarding Miller Hill Rd.

Member Manseau made a correction to a handout that states the speed limit on Park Way from Edgewood St to Faircrest St is 35 mph; the correct speed is 25 mph. Steve will make sure all corrections are made to this document prior to August 23.

Todd shared that the Road Maintenance Program (RMP) is available electronically and that staff will send the link to URMDAC members.

6. Meeting wrap-up: meeting follow-up, set next meeting's agenda

Members will send their top ten candidates to Steve by September 6. Steve will use the recommendations to compile and return a ranked list by September 12. The final candidates will be chosen at the next meeting, to be held on September 18 from 4:00-6:00 p.m.

7. Meeting Adjourned

Meeting adjourned at 5:59 p.m.