

URBAN ROAD MAINTENANCE DISTRICT ADVISORY COMMITTEE
Minutes of the Regular Meeting of November 20, 2019



Members Present:

Blake Dye	Daniel Hauser	Mary Manseau
Ray Eck	Michele Limas	Marty Moyer

Members Absent:

Tim Connelly	Kimberly Goddard-Kropf
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County Staff Present:

Melissa DeLyser	Brian Irish	Todd Watkins
Steve Franks	Sherri McFall	

Guests:

Bhaskar Aluru	Dick Steinbrugge	Joe Wisniewski
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1. Welcome, Introductions and Approval of October Meeting Minutes

With a quorum unavailable at 4:30pm, Steve Franks called the meeting to order at 4:33 pm.

All present introduced themselves.

Member Dye arrived at 4:41p. Chair Hauser arrived at 4:48p, creating a quorum. Member Eck arrived at 4:53p.

Member Limas requested item 2, 2nd paragraph be changed to state "she feels like Metro and TriMet are not being held accountable."

Member Manseau indicated that the meeting is being recorded.

Minutes with aforementioned edits were moved for approval by Member **Manseau** and seconded by Member **Dye**. Motion passed unanimously.

2. Recognition of Departing URMDAC Members

Terms for URMDAC members Marty Moyer and Tim Connelly are ending December 31, 2019 and this is the last meeting of the year. Todd recognized Marty Moyer as this is her last meeting. Member Manseau shared some thoughtful words. Steve shared his appreciation for her service. She will be missed.

3. Annual Report on URMD Pavement Condition

Brian Irish shared the Pavement Condition Index. He indicated that the Operations Division completed an URMD overlay paving program this summer.

Todd added that the County is deploying several contracts for the ADA ramp upgrades through Capital Projects Services. Member Manseau asked if the ramp upgrades were mostly in older neighborhoods and if it's a priority to create access in areas where it's needed rather than repair existing access. Todd shared that ramps that become outdated due to ADA regulations must be replaced rather than repaired and that is one component in developing priorities for the project.

4. Update of URMDAC Bylaws

Steve informed the committee that membership appointments and bylaws adoption will be heard at the Board of Commissioners work session on December 5 and acted upon at the Board meeting on December 17.

Chair Hauser opened the discussion about the bylaws. He thanked Sherri for the tracked changes and asked Todd to explain the need for update and guidance from the Board.

Todd reminded the group that there are many advisory committees in the County and the Board wants to streamline bylaws to include key items. URMDAC and RROMAC changes - in addition to complying with the Commission's guidelines - are formatted to be consistent with each other, as much as is practical. The Commissioners want the term length and limit to be explicit.

Alternate membership was discussed, including the merits of keeping alternates as well as the merits of transitioning alternates to regular members. Concern about the learning curve, as well as the effect on a voting quorum, were discussed. Chair Hauser clarified that we will need to adjust our quorum level according to membership level.

Chair Hauser commented that Article V.E. (Organization and Procedure) references that Robert's Rules of Order shall govern rules of procedure for the Committee.

Member Manseau moved to adjust Article IV.D. (Meetings) by deleting the direct reference to number of members required. She wishes a quorum to be defined as a majority of the committee. Member Eck seconded. The motion passed unanimously.

Term length was discussed. Todd shared that the Board is looking at two 4-year terms as the standard. Chair Hauser asked if the term limits apply retroactively and whether those who are in their second 3-year term will be ineligible for another term. Todd replied that it will apply retroactively but added that those interested in a third term can still apply and may be appointed; the decision is ultimately up to the County Commissioners. He indicated that established term end dates will be kept and the four-year terms will be applied as new terms begin.

Member Manseau indicated that the language in proposed URMDAC bylaws Article III.C. (Membership) seems to indicate a workaround about term limits. She asked why term limits are required. Chair Hauser indicated that term limits allow the Committee to change and grow to represent the actual diversity of population in Washington County.

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Member Manseau shared that she would specifically like to add “geographic diversity” to the diversity language in Article III (Membership). Chair Hauser commented that language that specific could cause it to be interpreted as a requirement. The membership would no longer be at large and vacancies could be extremely difficult to fill.

Member Eck asked if a commissioner can be appointed to the committee. Todd directed him Article III.D. (Membership). It states that an appointed county commissioner shall be a non-voting ex-officio member of the committee.

Member Manseau inquired whether staff is responsible to prepare communications between URMDAC and the Board. Todd affirmed. Member Manseau asked why programs are not spelled out specifically. Todd responded that the programs are included collectively under Article II (Purpose) and by naming them individually, the bylaws would have to change if a program were to change or be added or eliminated.

Member Dye shared that he supports Manseau’s membership language and presented some language. After discussion, the Committee agreed to the following language:

The board may appoint up to ten members. All members shall reside in the district. To the extent possible, the board shall strive for committee composition that is inclusive of neighborhoods across URMD and provide a committee reflective of the socioeconomic, gender, racial and ethnic diversity of the district.

Discussion ensued about this language possibly being exclusionary and how to define diversity.

Todd will take this language to the Board/CAO to ensure the language we select is aligned with the DEI initiative for the County and seek existing preferred language.

Member Manseau also has concerns that the Committee is committing itself to written minutes with Article V.D. (Organization and Procedure).

5. Discuss URMDAC in 2020: Potential Topics and Meeting Schedule

Chair Hauser encouraged a brief discussion of schedule and topics at this time, to be followed with more depth at the January meeting.

Todd asked the Committee to consider whether to hold a joint meeting with RROMAC in February. Member Eck requested that staff make budget presentations at the meeting, as he states has historically been done. Todd responded that budget presentations are better given later in the year to make sure the timing is aligned with the Board budget process. Member Manseau asked whether the joint meeting could be held in a different month. Chair Hauser agreed and stated that he would prefer to hold a joint meeting biennially in off-project years.

Chair Hauser indicated that suggested agenda items are always welcome.

Steve shared about Neighborhood Streets Program may be expanded to include specific collectors that meet certain criteria. It would be a policy and ordinance change.

6. Guest Comments

Todd asked the guests if they have questions about the committee.

Bhaskar Aluru shared that we may not have representation from all CPOs and we need to depend on each other to make sure all of URMD is supported.

Joe Wisniewski thanked the Committee for its discussion.

Dick Steinbrugge asked about new member orientation. Todd replied that after the Board adopts the committee recommendations, staff will reach out to new members to hold an orientation.

7. Confirm Meeting Follow-Up and Set Next Meeting Agenda

Next meeting will be in January.

8. Meeting Adjourned

Chair Hauser adjourned the meeting at **6:09** p.m.