



# URMD

## URBAN ROAD MAINTENANCE DISTRICT

### Urban Road Maintenance District Advisory Committee

April 20, 2016 • 4:00 to 6:00 p.m.

Walnut Street Center

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

Hillsboro, OR 97123-5625

## MINUTES

**Members Present:** Ruth Deal, Bonnie Hadley, Anthony Mills, Martha Moyer, Larry Virgin

**Absent:** Tim Connelly, Ray Eck

**County Staff Present:** Andy Back, Joy Chang, Melissa De Lyser, Jennifer McCollum, Victoria Saager, Dave Schamp, Andrew Singelakis, Marla Vik

**Guests:** Michele Limas, Gary Ross, Barbara Dosicka

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### Welcome and Approval of Minutes

Bonnie notified the Committee the meetings will be recorded to assist with the accuracy of the minutes.

She called the meeting to order and introductions of committee members, staff, and guests were made.

Bonnie announced there are two months' meeting minutes to approve. Marty made a motion to approve the February meeting minutes and Bonnie seconded the motion. All were in favor and the February minutes were approved as submitted.

Anthony made a motion to approve the March meeting minutes. Larry seconded the motion and the March meeting minutes were approved as submitted.

### Walkway Issue Paper – Joy Chang

Joy Chang gave a presentation about [Solutions for Addressing Walkway Gaps in the Urban Unincorporated Area](#).

Department of Land Use & Transportation

Operations and Maintenance Division • Urban Road Maintenance District Advisory Committee

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The Walkway Issue Paper:

- Examines existing conditions and policies related to sidewalks and walkways;
- Reviews sidewalk/walkway implementation methods in the context of both development and public projects; and
- Recommends several policy and procedural changes that would potentially result in more successful completion of sidewalks and walkways throughout UUWC.

Walkway gaps on county roadways inside city jurisdictions were not considered as part of this paper. The term “walkway” has been adopted as the preferred term in place of “sidewalk.”

The original sidewalk inventory was taken in 2012. This inventory was updated and quality checked in 2014.

A summary of recommendations follows:

- Expand capabilities and usage of the Transportation Improvement Master List (TIM) for documenting, characterizing, mapping and monitoring walkway gaps and programmed projects.
- Add walkway presence/absence information to the Integrated Road Inventory System and Asset Browser.
- Focus walkway project development efforts on gaps identified – up-to-date data is important. Shelley Oylear previously presented the [Safe Routes to School](#) project identifying potential projects.
- As part of future capital projects and facility permits, identify opportunities to strategically and efficiently address walkway gaps on other roadways in the immediate vicinity. According to Joy, we are already doing this, for example, the alignment of Farmington Road between SW Murray Boulevard and SW 142nd Avenue.
- Identify interim system completion targets for different roadway functional classes, or for different locational contexts (such as Pedestrian/Bicycle Districts or areas near schools).
- Institute a more coordinated, intra-divisional effort to prioritize transportation projects (including walkway projects) and match them with appropriate internal and external funding sources, including a regularly scheduled transportation project “super-committee.”
- \*Replace or revise Resolution & Order 86-95 (Determining Traffic Safety Improvements under the Traffic Impact Fee Ordinance – Process Documentation) with a multimodal transportation development improvement process with guidance from the 2014 Multimodal Performance Measures and Standards report.
- \*Clarify or revise conflicting Community Development Code sections regarding the circumstances in which public improvements are required.
- \*\*Develop a fee-in-lieu sidewalk program that allows development along certain Local Streets with low vehicle volumes to pay into a fund dedicated to completing higher-need sidewalks identified in a neighborhood sidewalk plan.

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- \*Amend Article VII of the CDC to exempt from land use review walkway projects that would require additional right-of-way but would otherwise meet the requirements of CDC Section 702-4 (Exempt Projects).
- \*\* Continue county investment in walkways using funding sources that are controlled or managed by Washington County, including: • Gain Share • Major Streets Transportation Improvement Program • MSTIP Opportunity Fund • Transportation Development Tax • Urban Road Maintenance District
- Take limited actions to address improvement needs on non-county public roadways in UUWC.
- \*\*Develop an LID matching program in which property owners agree to pay for a portion of the cost of a particular walkway improvement and the county pays for the other portion.
- \*\*Initiate a ballot measure that would create either a new County Service District or an additional assessment under the existing Urban Road Maintenance District for the purposes of funding a specific set of identified walkway projects.

Joy also shared a handout explaining [Washington County's land use ordinance process](#).

Marty recommended watching Dangerous By Design; she stated the video is available on YouTube. The Committee discussed installing street lights along walkway projects. Joy said this is one of the funding options.

### **Safety of different walkway types – Commissioner Malinowski**

This topic was not presented.

### **Performance measures update and draft annual report – Victoria Saager**

Victoria presented the [Draft Annual Report from 2014-15](#). The approved projects will begin construction this summer. We are in a planned decline regarding the PCI of our roads. If a road needs more reconstruction to get the PCI back up to our goal of 75, then we will group them together when doing the work to get more for our money. Twenty-four miles are at fair or poor condition. Most of the roads that are in poor condition are one or two blocks long sections.

The target average PCI approved by URMD is 75. Our pavement management employees think by the year 2021-22 we will need to redirect URMD funds away from safety projects and concentrate on road maintenance.

URMD pavements are deteriorating slower than expected so the average PCI is declining slower than expected.

The annual maintenance program for 2015-16 concentrated on micro-surface paving treatments. Slurry seals will be used in the coming year.

There were 339 service requests last year. Vegetation was the most requested category followed by potholes, rough road, ROW obstructions, trash, and debris pick-up. Examples of vegetation requests include low branches covering a sign or blackberries growing into the road. In these cases, a 30-day notice is sent to the adjacent homeowner explaining their responsibility to fix the issue. Some requests that are not addressed by the homeowner will be taken care of by County after the 30 days. Dave Schamp stated in the past we took care of vegetation removal before we performed paving projects. We stopped doing the work and added it to the contracted work and found there was not an increase in cost with this change. So, we are doing less work, saving money and the requests are declining. In addition, property owners are taking more responsibility.

In 2014-15, URMD received about \$4.3 million in revenue, primarily from the URMD property tax. Property owners in the URMD pay \$0.2456 per \$1,000 assessed value. The number of acres within the District has remained relatively stable over the last four years, while the assessed value of property paying the URMD tax has grown about 11% over that same period. New subdivisions in urban unincorporated Washington County are required to annex into URMD as a condition of development. Taxlots are withdrawn from URMD when annexed by a city. Assessed value generally increases at 3% per year, subject to adjustments and limits defined in Oregon law.

In 2014-15 URMD spent about \$2.7 million, with about 62% of that for contracted services and contract-related costs. Contract administration was equal to about 5.5% of contracted costs.

Slurry seal unit costs have decreased by 25%.

Anthony mentioned asphalt prices are down and asked if it would be more cost effective to do the work now as opposed to waiting until 2021-22. Victoria stated it would not be effective to stray from the strategy being used now.

The Committee was invited to review the draft online and make comments. Victoria hopes to have it ready to distribute to the public by the Public Works Fair on May 14.

Victoria also provided an update on [URMD service requests](#) for the first three quarters of 2015-16. Picking up of dead animals was discussed. Victoria clarified that Operations and Maintenance only picks up large dead animals in the ROW when causing a road hazard. Otherwise, nature will take its course.

Anthony mentioned these are the numbers of requests submitted, but not the actual numbers of County responses. He asked to see the number of responses to service requests as opposed to those requests not needing follow up or an action to fix. Victoria will follow up with a completion number report.

Larry asked about response time to service requests. Dave stated that is part of the numbers we track annually. Anthony asked about the 7-day response timeline. He asked how we will respond to more urgent issues. Victoria said we are tracking the completion but a little more work is needed to update the committee on that level.

## Funding of collector maintenance-Larry Virgin

This presentation has been postponed until May.

## Guest Comments

Barbara Dosicka thanked the committee members for volunteering. She appreciates the work they are doing. Safe Routes to School is an important topic for her. She noticed a project for a crosswalk that needed to be improved and asked the committee to add the crosswalks and signals on the URMD agenda to the list for consideration for funding by the committee. Pedestrian safety is important for her neighborhood HOA also. Barbara requested no parking on side streets be allowed because of the danger of children not being seen.

She appreciates the county support but wants to ask the committee to consider these projects. Andrew explained the funding for safe routes to school came from a different source. Dave stated it's a policy issue that URMD does not use funds for these crossing projects. He suggested Gary or Stacy could explain this better.

Anthony asked who is the correct person to contact to advocate for crosswalk safety. Victoria recommended using the email contact on our webpage.

## Miscellaneous

Bonnie mentioned there are a lot of trees blocking the street lights. Victoria said to call our ROADS number (503-846-7623) and an inspector or SDL representative will go out and inspect the situation. If needed a letter will be sent to the home owner giving them 30 days to cut the tree or vegetation back.

State law has a mechanism to recover the County cost if we are required to do the work; however, it might cost more than what we would get back. We went through this process for Southwest 65th Avenue charging the home owner for the cost of removal of a tree. Ruth said what it comes down to is being a good neighbor.

Ruth asked about shoulder size/ditch on Southwest Taylor Street. CWS cleaned the ditch out and she believes it is now a hazard for vehicles because there is no fog line. Ruth asked to have an inspector look at the road.

Bonnie mentioned an issue with the intersection of 160th Avenue and Barrows Road. The stop is not a 4-way stop and asked if we could install signs for cross traffic that doesn't stop. Victoria said this is a request for Traffic Engineering. Dave said he will talk to Traffic Engineering for her.

[ORS 368.256](#) was referenced by Dave.

#### Agenda topics for May Meeting

- Funding of Urban collector maintenance-Larry Virgin
- Invite Mike Mills-Traffic Calming
- Safety Improvement Projects Update-Ron del Rosario (dedicate a large part of the meeting)
- Gary/Stacy – policy issue for crosswalks not being covered by URMD funds-Andrew will talk with the Leadership Team
- Safety of walkway types
- Chair Duyck – for funding...May or June

Meeting adjourned

**Next meeting:** May 18, 2016, 4:00 – 6:00 p.m.