



URMD

URBAN ROAD MAINTENANCE DISTRICT

Urban Road Maintenance District Advisory Committee

June 21, 2017

4 p.m. to 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, Bonnie Hadley, Daniel Hauser, Raymond Eck, Mary Manseau, Martha Moyer

Absent: Ruth Deal, Michele Limas, Larry Virgin

County Staff Present: Ron del Rosario, Steve Franks, Emily Maurer, Jennifer McCollum, Marla Vik, Todd Watkins

Guests: Chair Andy Duyck, Commissioner Greg Malinowski

Welcome and Approval of Minutes

Bonnie called the meeting to order. Introductions of committee members and staff were made. Daniel Hauser made a motion to approve the May meeting minutes as submitted; Marty Moyer seconded the motion. All were in favor and the minutes were approved as submitted.

Guest Comments

None

URMD Safety Improvement Projects – Marla Vik, Senior Engineer

URMDAC has recommended 41 [safety improvement projects](#) over the past six years with a total cost of over \$14 million. Marla reviewed each fiscal year's projects, beginning with FY 2012/13 (the first year of the URMD

safety improvement program) up to FY 2017-18 (the projects URMDAC recommended last fall). Marla's comments included that FY 2014/15 projects were delivered at 75% of budget.

The committee discussed several projects in design or construction phase.

Regarding the status of FY 2016-17 projects, Marla shared that at this time one project is complete and four projects are fully designed, out to bid, and will begin construction this summer. Upcoming projects for FY 2017-18 are in the design phase.

Marla stated the County is better now at estimating projects' actual cost and keeping them within the URMD budget – an example of how staff has learned as the URMD safety improvement projects have evolved over time. Another learning curve example is the safety improvement projects timelines. The process – from designing the project (which includes survey work and addressing any right-of-way issues), awarding the construction contract, and the actual construction –takes over a year. Obtaining permits is the most time consuming part.

Todd acknowledged the good work of Marla Vik and the Engineering and Construction Services division for managing these projects. He said these small improvement projects have just as many challenges as a large capital project. Each project is a huge effort and to complete these under budget and on schedule is a great achievement.

URMD Safety Improvement Projects -- Discuss Potentially Changing from an Annual Selection Process – Steve Franks

URMD is gearing up for the annual cycle of choosing URMD safety improvement projects. On June 15, media coverage began announcing the public's opportunity to submit proposals for new URMD safety improvement projects and the July 15 cut-off date for submissions to be considered for this year's selection process. Since June 15, there have been 33 submissions from the public for new proposals. Of those 33 proposals, 19 were maintenance requests, four were capital project requests, seven were related to traffic control devices, and only three were possibly eligible for safety improvement projects. Of those three, one was in Beaverton's jurisdiction and one was ODOT's jurisdiction. The only one left had already been submitted and was thus already a candidate.

After six years of receiving public input for URMD safety improvement projects, 155 possible projects ("candidates") are on the list. This annual process is extremely time-consuming for the public, URMDAC, and staff, and after six years of the program many eligible candidates have already been identified. For these reasons, staff has recommended that URMDAC consider changing the annual selection process to a [biennial safety improvement project choices](#) process.

Todd mentioned URMDACs recommendations for URMD safety improvement projects are pending Board approval; the Board is responsible for final approval of the projects. Ray Eck asked if Gain Share funding has its

own list. Steve said yes and Shelley Oylear, Bike/Ped Coordinator, keeps track of that list. Steve stated these lists are coordinated.

Commissioner Malinowski shared concern that the public would have to wait two years to have their candidates reviewed. Steve said they can submit projects year round and the candidates are re-ranked each year based on the criteria that URMDAC adopts. Ron said the committee could choose to do a large project or several small projects. Candidates submitted but not selected are not removed from the candidate list. Mary Manseau said she thought one potential drawback is the public might get discouraged if projects are only chosen biennially.

Mary also brought up mid-block crossings and how they are not eligible as URMD safety improvement projects. Bonnie said the issue of mid-block crossings it is more of a policy question for the Board of County Commissioners rather than an issue for URMDAC. Mary then read from URMDAC's by-laws that the committee could give recommendations to the Board and "assist in identifying issues and solutions related to service provision." Mary said she wanted URMDAC to write a letter to the Board to ask them to reconsider mid-block crossings, and make them eligible as URMD safety improvement projects. Commissioner Malinowski said the Board's consideration of this issue would have to go through a Board work session and he will try to do that. Chair Duyck explained there is a finite amount of URMD money, which is intended first and foremost for road maintenance, and it was a huge issue in the past to get URMD funding approved to use for safety improvement projects. Also, it is expected that these URMD safety improvement funds will expire in about five years (when the funding will need to be used for URMD road maintenance), and thus to expand the program to include other types of projects is not reasonable. The more you expand the use of URMD funds, the less you focus on what their original intent was.

Daniel Hauser encouraged the committee to accept the recommendation to choose projects on a biennial timeline. Other committee members also expressed their support for the idea.

The committee discussed the benefits and disadvantages of changing the timeline. Steve stated efficiency – for the public, URMDAC, and staff – is driving this proposal.

Bonnie said she would like to give the absent committee members a chance to respond. Ron said he would have a list of all URMD candidates available for the committee to review prior to the August URMDAC meeting. Ray asked for a list of the Gain Share projects, and Ron committed to send it to him, as well as other URMDAC members.

Todd said changing the timeline to a biennial project selection process would give the committee time to focus on road maintenance, which is the primary purpose of URMD and URMDAC.

Commissioner Malinowski thanked Ron for putting the spreadsheet together to track the URMD safety improvement candidates, and thanked Todd for the improvements being made to NW Brugger Road. He also shared his appreciation for the County and this committee.

Miscellaneous

Steve shared a new one-page handout that provides an [overview of URMD Safety Improvement Projects](#). This handout is an example of work staff is doing to improve outreach related to URMD and its services. Ron demonstrated a new, still-draft map-based website for URMD safety improvements. The website will show all safety improvement projects (approved and funded) as well as all the candidates that have been submitted (proposals determined to be eligible but not funded). Ron said the website is still in development but will be ready for the August meeting. He thanked Mary Manseau for the suggestion that she made at a prior meeting to create such a website. Ron will send a link to the committee when it is ready.

Steve shared the [URMD Annual Report](#) (for Fiscal Year 2015-16) with the committee, which was just recently published. Steve noted that FY 2016-17 is the most recent fiscal year for which data is available for the complete fiscal year, since the County's fiscal year runs July 1—June 30). Todd stated this summer Operations will have a contractor perform a pavement condition rating on all Urban Locals, which will provide useful data, particularly after this hard winter.

Future Agenda Items:

- Set agenda for August meeting:
 - 2 year project selection process-yes or no?
 - Identify the top candidates for safety improvement projects-Ron (start the process to choose projects)

Meeting adjourned.

Next meeting: August 16, 4 p.m. – 6 p.m.