



URMD

URBAN ROAD MAINTENANCE DISTRICT

Urban Road Maintenance District Advisory Committee

August 16, 2017

4 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: Raymond Eck, Bonnie Hadley, Daniel Hauser, Michele Limas, Mary Manseau, Martha Moyer, Larry Virgin

Absent: Tim Connelly, Ruth Deal

County Staff Present: Rebekah Bishop, Melissa De Lyser, Ron del Rosario, Steve Franks, Sheila Giambrone, Emily Maurer, Jennifer McCollum, Shelley Oylear, Stephen Roberts, Marla Vik, Todd Watkins

Guests: Julie Keanaaina, Commissioner Greg Malinowski

Welcome and Approval of Minutes

Bonnie called the meeting to order and introductions of committee, staff, and guests were made. Marty Moyer made a motion to approve the previous meeting minutes and Mary Manseau seconded the motion. All were in favor and the minutes were approved as submitted.

Guest Comments

Julie Keanaaina recommended the committee choose candidate #289 (Parkview Blvd, 185th Ave to Tillamook Dr). She stated there aren't any busses available and the lack of a sidewalk does not seem safe for kids or adults to walk. She stated it seems like the road is wide enough to add a sidewalk.

Steve introduced Rebekah Bishop as the GIS Analyst for Operations, who provides outstanding mapping and website support for URMD.

Department of Land Use & Transportation

Operations and Maintenance Division • Urban Road Maintenance District Advisory Committee

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Melissa handed out LUT annual reports. She recommended combining the LUT annual report with the [URMD annual report](#). She stated there is some duplication between the two, there is no real distribution mechanism for the URMD annual report, and the timing for publishing it (about May) seems odd. Melissa wants to have the committee decide if combining annual reports will work in the future—that there not be a separate URMD annual report. Todd explained the timing of the creation of the URMD annual report was due to the past URMD coordinator's duties. This is a new idea Melissa is encouraging. The committee agreed this would be a good idea, would be more cost effective, and reach a broader audience.

Make decision on whether to change to biennial safety improvement selection process

Bonnie Hadley began the discussion by noting that URMDAC had discussed potentially changing to a biennial safety improvement selection process at their last meeting. Bonnie said she supported going to a biennial project selection. Larry Virgin said he would like to keep it yearly. He stated he thinks changing to every two years will cut down on public input. Daniel Hauser stated the committee should do a better job of educating the public and he agrees with going to the two-year cycle.

Melissa De Lyser suggested that the old way of sharing information with the public was not very effective and staff is looking to get the information out to the public for their input with a new communication plan. Selecting projects once every two years would work better and reduce staff cost and time.

Todd Watkins mentioned Washington County does not have the manpower to do so many small improvement projects. He stated it takes as much work to do a small project as a large one. Steve noted that this is the seventh year of the URMD safety improvement program and the committee has selected a lot of the smaller projects in the past, and now it might be a good time to open up to some projects that are at a larger cost.

Bonnie asked Steve to share what funding is expected to be available for UMRD safety improvement projects next year. Steve responded that staff had met recently to identify the amount, and it is currently projected that \$3.5 million will be available next fiscal year (FY 2018-19) and the following fiscal year (FY 2019-20). Thus, if URMDAC decides to change to a biennial selection process, it would have \$7 million to allocate this fall for the next two fiscal years. Projecting out another two years, it is currently projected \$3 million will be available for years three and four. Steve said an important caveat is that projected amounts are conditioned on future funding availability and staff will do a financial assessment every year, and thus these projected amounts could change, especially for further out future years.

The committee discussed the proposed spending amounts. Bonnie stated efficiency is the issue for changing to a biennial cycle. Shelley Oylear offered that by changing to a two-year cycle, there might be some more opportunities for seeking grants to assist with projects.

Mary Manseau made a motion to go with the two-year cycle as a trial to see if it works. Daniel seconded the motion. The motion passed, six in favor, one opposed. Daniel voted to complete the quorum.

Commissioner Malinowski asked the committee about spending levels for individual improvement candidates—what the “cap” is? He has been saying the cap is about \$500,000. He stated he would like to share the number with CPO meetings. Bonnie suggested not citing a number. She stated the next discussion will be regarding the amounts for individual improvement candidates.

Identify URMD safety improvement “top candidates” for public comment

Steve had emailed three tables listing the candidates ([listed alphabetically](#), by [overall ranking](#), and [cost](#)) to the committee last week. There were 105 total candidates. Ron del Rosario compiled and created the spreadsheets.

The following projects were removed from the list since they were emailed out:

- Candidate #374 Alexander St, from 172nd Ave to 198th Ave (future MSTIP project)
- Candidate #422 209th Ave, from Farmington Rd to TV Hwy (future MSTIP project)
- Candidate #514 209th Ave, from Alexander St to Johnson St (future MSTIP project)
- Candidate #581 185th Ave, from Blanton St to Alexander St (railroad conflict)
- Candidate #453 175th Ave, from Chris St to Florence St (very similar to another candidate)

Candidate costs range from \$10 million to \$68 thousand dollars. The “top candidates” list that URMDAC needs to develop will consist of the committee’s choices for candidates that will go out to the public for comment. Ron reiterated the projected amount allotted for projects for the next two years would be \$3.5 million per year for safety improvements.

Mary suggested for the next two-year trial basis, the bottom amount should be \$500,000 and the top amount should be \$3.5 million. Stephen Roberts suggested being flexible when considering funding the projects. Commissioner Malinowski suggested being able to consider choosing a large or small project depending on which projects move to the top of the safety improvement list. There was considerable discussion about different ways to approach identifying the top candidates.

Ron shared a list of staff recommendations (handout titled “[URMD Biking and Pedestrian Improvement Candidates, Sorted by Staff’s Picks](#)” dated 8/16/17). He worked together with Emily Maurer, Steve Franks, Aaron Clodfelter, Cecilia Hagle, Sarah Owens, and Shelley Oylear to compile the list. Ron suggested these choices be used as a template or to give the committee ideas, since there are more than 100 candidates to choose from.

Bonnie suggested discussing cost limits. The committee has \$3.5 million to spend each year for the next two years. Bonnie suggested excluding the top dollar projects from the options they will choose for public comment. The committee discussed the cost level.

Daniel made a motion that the \$7 million projects be removed from the list today. There was no second. There was extensive discussion of various ways to develop a top candidates list, to provide to the public for their comment. The committee decided they would not impose any cost parameters at this evening's meeting.

Steve reiterated that the "Staff's Picks" list was provided as a potential tool for URMDAC to use—it's one option. Steve suggested as one way to advance the discussion that URMDAC members identify if they are any candidates on the list they would like removed, and then discuss if there are any candidates they would like to add to the list. There were questions about candidates #354 (160th Ave., Division to TV Highway) and #161d (174th, Bronson to Park View). But it was ultimately decided to keep both on the top candidates list.

The following projects were added by committee members for public comment:

- Candidate #599: Cornell Rd, 87th Ave to Cedar Hills Blvd
- Candidate #540: Ecole Ave, Jenkins Rd to Brightwood St
- Candidate #482: Rigert Rd, Charlotte Dr to Bryan Way
- Candidate #485: Madeline St, Aloha H.S. frontage to 180th Ave
- Candidate #529: 185th Ave, Bany Rd to Farmington Rd
- Candidate #289: Parkview Blvd, 185th Ave to Tillamook Dr

Larry made a motion that the committee add the six projects (listed above) in addition to the 21 projects suggested by staff. Daniel seconded the motion. All were in favor and the motion passed.

Review next steps for safety improvement process (website, terminology, etc.)

Steve reminded the committee that the communication plan for safety improvements was shared at the April URMDAC meeting, and staff will follow it. There will be a 30-day public comment period approximately September 8 through October 8. Bonnie suggested it might be 45 days instead. Steve noted that 30 days was selected to fit with the timeline and Mel noted that most comments come in during the early stages of outreach efforts, so the comment period was left at 30 days. At the October 18 meeting, Steve will have some initial public comments to share.

Steve shared that "URMD Safety Improvements" had been rebranded "URMD Pedestrian and Bicycle Improvements" in an effort to better convey what the improvements are, and what they are not.

Miscellaneous

Set Agenda Items for September:

- Field trip of some URMD pedestrian and biking improvement candidates

Future Agenda Items:

- October: Choose URMD pedestrian and biking improvement projects
- URMD PCI update from Todd (10 minutes)

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- Annual pavement maintenance program update (URMD performance measure)
- Goals to increase community awareness of URMD

Meeting adjourned

Next meeting: September 20, 4 – 6 p.m. (Field Trip)