



600 NE Grand Ave.  
Portland, OR 97232-2736

## Council work session agenda

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Tuesday, September 24, 2019

2:00 PM

Metro Regional Center, Council Chamber

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REVISED 9/23

**2:00 Call to Order and Roll Call**

**2:05 Safety Briefing**

**Work Session Topics:**

2:10 Internal Performance Reporting [18-5271](#)

Presenter(s): Cary Stacey, Metro

Attachments: [Work Session Worksheet](#)  
[Operational Measures](#)

2:40 Financial Investment Policy [18-5272](#)

Presenter(s): Caleb Ford, Metro  
Brian Kennedy, Metro

Attachments: [Work Session Worksheet](#)

3:20 Transportation Investment Measure Regionwide Programs [18-5273](#)

Presenter(s): Andy Shaw, Metro  
Tyler Frisbee, Metro

Attachments: [Work Session Worksheet](#)

**3:50 Chief Operating Officer Communication**

**3:55 Councilor Communication**

**4:00 Adjourn**

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ការគោរពសិទ្ធិពលរដ្ឋរបស់ ។ សំរាប់ព័ត៌មានអំពីកម្មវិធីសិទ្ធិពលរដ្ឋរបស់ Metro ឬដើម្បីទទួលបានកម្មប្រណាំងរើសអើងសម្រាប់សេចក្តីណែនាំ [www.oregonmetro.gov/civilrights](http://www.oregonmetro.gov/civilrights)។ បើលោកអ្នកត្រូវការអ្នកបកប្រែភាសានៅពេលអង្គប្រជុំសាធារណៈ សូមទូរស័ព្ទមកលេខ 503-797-1700 (ម៉ោង 8 ព្រឹកដល់ម៉ោង 5 ល្ងាច ថ្ងៃធ្វើការ) ប្រាំពីរថ្ងៃ ថ្ងៃធ្វើការ មុនថ្ងៃប្រជុំដើម្បីអាចឲ្យគេសម្រួលតាមសំណើរបស់លោកអ្នក ។

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**Internal Performance Reporting**  
*Work Session Topics*

Metro Council Work Session  
Tuesday, September 24, 2019  
Metro Regional Center, Council Chamber

## **WORK SESSION WORKSHETT**

### **INTERNAL PERFORMANCE REPORTING**

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Date: August 1, 2019  
Department: Office of COO  
Meeting Date: September 24, 2019

Presenters: Andrew Scott, Interim COO;  
Cary Stacey, Organizational Performance  
Improvement manager

Prepared by: Cary Stacey, x1619,  
cary.stacey@oregonmetro.gov

Length: 20 mins

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#### **ISSUE STATEMENT**

By the Numbers will measure and visualize data for Metro programs and regional goals. Operational performance measures, which gauge effectiveness of Metro programs, will replace the biannual management reports and annual Balanced Scorecard.

Operational measures related to the Council's Six Desired Outcomes will be accessed through the Regional Barometer, which displays data related to the Metro Council's regional desired outcomes using an interactive web tool available to staff, Metro decision-makers and the public.

#### **ACTION REQUESTED**

The purpose of coming to work session is to give a status report on project progress and provide a set of operational measures for all Metro departments and venues. Metro Council guidance is requested to inform the next phase of work.

#### **STRATEGIC CONTEXT & FRAMING COUNCIL DISCUSSION**

Operational measures will:

- Track the intended outcomes of Metro's work
- Identify areas for attention or resource allocation
- Streamline or replace existing internal performance measurement processes (i.e. Balanced Scorecard) and support public reporting processes

Operational measures will be reviewed and updated as needed to meet user needs and adapt to changes in Metro goals, strategies and programs. Departments and venues should update their measure governance plans annually to reflect measure, data collection and staff changes. This includes measures advancing Metro's racial equity and climate action goals.

#### **BACKGROUND**

Intake for this project is underway, having launched in Fall 2018; COO staff has facilitated operational measure development with executive teams. The next phase of work includes

gathering reporting needs which will inform development of By the Numbers database and data warehouse.

**ATTACHMENTS**

Representative subset of measures

Is legislation required for Council action? No

## Operational measures | Representative set for By the Numbers

Support Services	Goal area	Measure	Target
<b>AMCP</b>	Organizational sustainability	Periodic, independent review of assets finds they are well-maintained.	TBD
	Informed asset investment decisions	Provide tools and training for cost estimation	TBD
<b>Communications</b>	Trust and awareness - public	% of region's residents that are aware of Metro and correctly identify a Metro function	65%
	Engagement and inclusion – communities of color	Number of partnerships with community based organizations	Increase
<b>FRS</b>	Engagement and inclusion	Number of COBID firms proposing on Metro projects	Increase
	Effectiveness and efficiency	Number of audit deficiency comments from external auditors	Count of comments
<b>HR</b>	Organizational development – customer service	Employee engagement scores are at 3.5 or above overall	Increase by at least .2% over baseline
	Recruitment - efficiency	Implement latest version of NeoGov and a minimum of three new program enhancements	Completed plan to fully utilize and leverage current system's technology features
<b>IS</b>	Customer service	Help Desk services are efficient and effective	90% or better satisfaction
	Skilled workforce	% of training plans completed by Information Services staff within the performance management year	90% or better completion rate
<b>Research</b>	Public & client service	% of respondents answering "well" or "very well" to Likert-scale "how well did Research Center staff understand your project's needs?"	90%
	Equity – engagement	Percent staff completing annual training goals in each year	100%

External Services	Goal area	Measure	Target
<b>Parks</b>	Racially diverse workforce	Staff demographics	TBD
	Protect and improve water quality and fish/wildlife habitat	Acres protected	TBD
<b>PES</b>	Conserve natural resources	Sales and/or employment in the reuse sector	Increase
	Excellent service	Compliance inspections and audits of Metro-licensed, franchised and designated facilities	TBD
<b>Planning</b>	Invest in community capacity to effectively participate in and influence major transit project planning	% of people of color who indicate a level of satisfaction with engagement activities	TBD
	RTO program reduces single occupancy vehicle trips	Number of grants awarded and completed	TBD
Visitor venues	Goal area	Measure	Target
<b>Expo</b>	Fiscal responsibility	% of budget to completion for capital project expenses	High
	Diversity, equity, inclusion	% of positions hired with FOTA candidates	TBD
<b>OCC</b>	Fiscal responsibility	Revenue to expense percentages	TBD
	Sustainability and facility responsibility	Daily solar array generation	TBD
<b>Portland'5</b>	Diversity, equity and inclusion	% of P'5 Presents shows that serve underserved communities as shown by ticket buyer data	TBD%
	Safe, well maintained and operated venues	# of process improvements implemented	TBD
<b>Zoo</b>		Percentage of community connecting zoo with its mission	65%
		Number of conservation actions taken by staff, volunteers and community	10,000

**Financial Investment Policy**  
*Work Session Topics*

Metro Council Work Session  
Tuesday, September 24, 2019  
Metro Regional Center, Council Chamber



## METRO INVESTMENT POLICY DISCUSSION

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Date: September 10, 2019  
Department: Finance & Regulatory  
Services  
Meeting Date: September 24, 2019

Prepared by: Brian Kennedy, 503-797-  
1913, [brian.kennedy@oregonmetro.gov](mailto:brian.kennedy@oregonmetro.gov)  
Presenter(s): Brian Kennedy  
Length: 30 minutes

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### **ISSUE STATEMENT**

Metro policy guides the investment of all cash assets with the primary objectives of ensuring the safety of capital and the availability of funds to meet program requirements. The investment policy also ensures that cash investments are consistent with the region's values. State law requires the Metro Council annually readopt the investment policy and provides the opportunity to evaluate whether the current policy direction is still consistent with the Metro Council and the region's values.

### **ACTION REQUESTED**

Feedback from Council on whether changes to the direction in the investment policy should be considered and how the Council would like to be engaged in those decisions.

### **IDENTIFIED POLICY OUTCOMES**

The current investment policy identifies four primary objectives:

- Safety – investments will ensure the preservation of principal.
- Liquidity – funds will be constantly available to meet payment requirements.
- Return on investment – investment portfolio is designed to achieve a market rate of return through budgetary and economic cycles.
- Legality – funds will be invested in accordance with statutes, ordinances and policy.

Metro Code also currently prohibits investments in securities listed on the Carbon Fuel Underground 200 list.

### **POLICY QUESTION(S)**

- Does the Council want to change the Metro Code to further restrict the types of investments that can be included in Metro's portfolio?
- Does the Council want to change or provide additional policy direction to guide investments in corporate securities in Metro's portfolio?

### **POLICY OPTIONS FOR COUNCIL TO CONSIDER**

There are a range of policy options for the Council to consider:

#### Option 1: No Change

This option would leave the current policy direction in place.

Pro: The current policy provides significant flexibility for Metro to make investments that help achieve market rate returns from the portfolio. While corporate securities are a small part of Metro's overall portfolio, they do tend to offer diversification and attractive returns in low interest rate environments.

Con: Metro could hold investments in firms that do not share the region's values around climate change, racial equity or employee wages, benefits and working conditions. Metro's investments could implicitly or explicitly be supporting policies and actions inconsistent with the values of the region and the agency.

Financial impact: Selecting this option would not result in any material financial impact.

Option 2: Expand the "Prohibited Investments" list to reflect other policy considerations  
Expand the list of prohibited investments to include other policy considerations such as racial equity, additional climate change issues beyond fossil fuels and/or employee working conditions.

Pro: This option would be relatively easy to implement and is consistent with the decision making framework in the current policy.

Con: This would further limit investment options and could result in lower investment income to Metro.

Financial impact: This option could result in lower investment income for Metro, but it is difficult to quantify without determining which additional issuers would be prohibited.

Option 3: Limit investments in corporate debt to a list of authorized issuers  
This option would implement a method similar to that used by the City of Portland and specifically list corporate issuers that may be included in Metro's portfolio.

Pro: Once the list of approved issuers was determined, it would be easy to administer this policy.

Con: This would further limit investment options and could result in lower investment income to Metro, but it is difficult to quantify without determining which issuers would be authorized. The process to select the approved issuers could potentially be time-consuming and controversial.

Financial Impact: This option could result in lower investment income for Metro, but it is difficult to quantify.

Option 4: Prohibit any investments in corporate securities  
This option would update the Metro Code and not allow any investments in corporate notes or commercial paper.

Pro: This option would be easy to administer and significantly reduce political risk in Metro's investment portfolio.

Con: This option would result in lower investment income for Metro.

Financial Impact: This option would result in lower investment income, but it is difficult to quantify. As of 6/30/2019, investments in corporate securities represented less than 2% of the agency's total portfolio. Implementing this option would have a relatively small impact on current earnings, but those impacts could grow as economic conditions change.

### **STAFF RECOMMENDATIONS**

Staff recommends directing the Finance and Regulatory Services Department to work with the Investment Advisory Board to draft an update to the Metro Code for Council consideration that reflects the policy option selected by the Council.

### **STRATEGIC CONTEXT & FRAMING COUNCIL DISCUSSION**

Metro's investment policy (adopted as Metro Code Chapter 7.03) is one of the financial policies that guide execution of the Council's strategic priorities. The investment policy should also reflect the Council's vision and values.

- Legal Antecedents  
Oregon Revised Statutes Chapter 294, Metro Code Chapter 7.03.

### **BACKGROUND**

The vast majority of Metro's portfolio is invested in United States government securities. A small portion (less than 2% as of 6/30/2019) is invested in corporate securities. Per Oregon Revised Statutes, local governments are prohibited from investing in equities or other speculative investments. Metro is permitted to purchase commercial paper and corporate indebtedness that meet ratings standards set in statute.

The Metro Code currently limits investments in those types of corporate securities to no more than 35% of the total portfolio and no more than 5% of the portfolio in securities offered by a single issuer. In practice, Metro's portfolio is always well below those limits. Those limits reflect the maximum allocation as allowed by Oregon Revised Statutes.

In the prior fiscal year, investment income across Metro's major functions totaled approximately \$2.9 million, or about 1% of total operating revenues. Income from investments in corporate securities represents a small portion of overall investment income. However, it is also important to note that investment income was a more significant portion of Metro's revenue prior to the last recession and the extended period of historically low interest rates that followed. For example, in FY2007-08 investment income totaled \$12 million, or over 5% of total operating revenues for Metro.

- Is legislation required for Council action?  Yes  No
- If yes, is draft legislation attached?  Yes  No

**Transportation Investment Measure Regionwide  
Programs**  
*Work Session Topics*

Metro Council Work Session  
Tuesday, September 24, 2019  
Metro Regional Center, Council Chamber

REGIONAL INVESTMENT STRATEGY:  
TRANSPORTATION INVESTMENT MEASURE REGIONWIDE PROGRAMS

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Date: 9/10/19

Department: GAPD

Work session date: Sept. 24, 2019

Prepared by: Craig Beebe,  
[craig.beebe@oregonmetro.gov](mailto:craig.beebe@oregonmetro.gov)

Presenters: Andy Shaw  
[andy.shaw@oregonmetro.gov](mailto:andy.shaw@oregonmetro.gov);

Tyler Frisbee,  
[tyler.frisbee@oregonmetro.gov](mailto:tyler.frisbee@oregonmetro.gov)

Length: 60 min.

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**ISSUE STATEMENT**

It is fundamental to greater Portland's future to have a variety of safe, affordable, and reliable options for people to get where they need to go – whether they are driving, riding a bus or train, biking or walking. Advised by a Transportation Funding Task Force, and guided by community voices and regional policies, the Metro Council is considering a potential 2020 regional transportation investment measure. The Council envisions that this measure will include short- and long-term investments in specific travel corridors, as well as investment programs that provide benefit to communities throughout the region.

**ACTION REQUESTED**

Direction from Council on regionwide programs that should proceed into further development for likely inclusion in a potential measure.

**IDENTIFIED POLICY OUTCOMES**

The Metro Council has expressed a consistent desire that a potential regional investment measure advance the Regional Transportation Plan, Strategic Plan to Advance Racial Equity, and Climate Smart Strategy; engage diverse partners and community members; and leverage regional and local investments in affordable housing and parks and nature.

The Metro Council approved specific policy outcomes for the potential transportation measure and appointed a Transportation Funding Task Force in early 2019.

In order to advance its desired policy outcomes, the Council has directed staff to develop a measure that focuses investments in key travel corridors and also includes regionwide investment programs to spread benefits throughout the region.

**POLICY QUESTION**

Which regionwide programs should proceed into further development for inclusion in a potential funding measure package?

## **POLICY OPTIONS FOR COUNCIL TO CONSIDER**

Staff presented and heard high-level feedback on a range of potential program concepts at the Metro Council's work session on July 30, 2019. Following discussions in June and July, the Transportation Funding Task Force completed a prioritization exercise regarding these potential program concepts on Aug. 21.

Staff presented the results of this prioritization exercise and heard initial feedback at Council's Sept. 3 work session. At work session on Sept. 17, Council further discussed which programs should advance as priorities in the potential measure. Based on Council feedback, staff will attach a program recommendation to this worksheet prior to the Sept. 24 work session.

Based on Council's direction at these work sessions, staff will further develop potential programs through engagement with community members, public agency and community partners, and transportation practitioners. This engagement and technical work will seek to ensure that programs included in the measure are feasible and effectively advance the key outcomes identified by the Metro Council and Transportation Funding Task Force.

## **STRATEGIC CONTEXT & FRAMING COUNCIL DISCUSSION**

Everybody in greater Portland deserves safe and reliable ways to get to work, school, and other destinations, and back home again. However and wherever we travel, we all depend on roads, buses, trains and streets that work for many kinds of people and many kinds of trips – from commuting and moving goods to running errands and visiting friends.

Greater Portland is growing quickly. It's fundamental to our future to have a variety of safe, affordable and reliable options for people to get where they need to go – whether they are driving, riding a bus or train, biking or walking.

Metro has been working since early 2018 to lay the foundation of a collaborative, comprehensive investment plan that makes getting around safer, faster and more affordable for everyone. The Metro Council has directed that this plan include investments throughout the region, supporting the many ways people travel. The council has been clear that this work must place advancing racial equity and addressing climate change at its core. The council also directed staff to engage a wide range of community members, partners and leaders to identify smart solutions supported by a broad coalition.

The passage of the regional affordable housing bond last November demonstrates greater Portland voters' eagerness to work together to address the critical issues we face. The council is now working with jurisdictional partners, housing providers and the community to create needed affordable homes through the bond. The Metro Council has referred a parks and nature bond renewal to voters for November 2019. As greater Portland faces the future, a regional transportation investment measure in 2020 represents a significant opportunity to connect priorities and make meaningful, strategic investments that improve lives and increase opportunities throughout the region.

## **BACKGROUND**

In December 2018, the Metro Council adopted a Regional Transportation Plan update, following years of engagement that included more than 19,000 touchpoints with community members, community and business leaders, and regional partners. Through the extensive engagement that shaped the plan, Metro heard clear desires from community members for safe, smart, reliable and affordable transportation options for everyone and every type of trip. The 2018 Regional Transportation Plan is therefore built on key values of equity, climate, safety, and congestion relief.

At work sessions in January, the Metro Council provided guidance on key outcomes, principles and the structure of a potential investment measure to help advance these values. The council also approved a charge for a diverse and regionally inclusive Regional Transportation Funding Task Force.

By the date of this work session, the Task Force co-chaired by Commissioners Jessica Vega Pederson and Pam Treece will have met 11 times. The Task Force has reviewed Metro Council direction and policy applying to the regional investment measure, including Metro's racial equity and climate strategies and the 2018 Regional Transportation Plan. They have identified key values to advance and reviewed, proposed and provided feedback on prioritizing corridors. On June 4, Metro Council directed staff to move 13 "Tier One" corridors into further project identification and development. Council also identified 16 "Tier Two" corridors that could also be considered for funding if there is revenue capacity.

Over the summer, three local investment teams, with membership identified through consultation with the Metro Council, Task Force co-chairs, local partners and community advocates, toured the Council's Tier One corridors and provided feedback to inform the Task Force's recommendations, expected this fall, regarding short- and long-term corridor project investments for possible inclusion in the investment measure.

Also this summer, staff shared with Council and the Task Force key findings from coordinated community engagement co-created with community partners in the spring, as well as an online survey that received more than 3,500 responses in the early summer, with each sharing unique experiences of getting around the region and what could make it better. What we heard from these activities has informed the identification and development of possible regionwide program concepts and the Task Force's prioritization work. Continuing partnership and engagement will further shape the regionwide programs' development, ensuring they serve community needs and priorities.

The Metro Council will continue to direct staff in future iterative policy discussions, including direction on options for the measure's projects, revenue mechanisms, oversight and implementation. In the spring, the Metro Council could consider referring a measure

- Is legislation required for Council action? **No**
- If yes, is draft legislation attached? **No**



# Memo

Date: Friday, September 20, 2019  
To: Metro Council  
From: Tyler Frisbee, Government Affairs and Policy Development  
Subject: Staff Recommendation re: Programs for a Transportation Investment Measure

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## **Background**

The Metro Council has directed staff to ensure that a potential regional investment measure advance the Regional Transportation Plan, Strategic Plan to Advance Racial Equity, and Climate Smart Strategy; engage diverse partners and community members; and leverage regional and local investments in affordable housing and parks and nature.

The Metro Council approved specific policy outcomes for the potential transportation measure and appointed a Transportation Funding Task Force in early 2019.

In order to advance its desired policy outcomes, the Council directed staff to develop a measure that focuses investments in key travel corridors and also includes regionwide investment programs to spread benefits throughout the region. Council indicated an interest in ensuring that these regionwide programs provide investment in areas besides the priority corridors, that they allow for flexibility between capital and operating funds, and that they allow for investment throughout the course of a potential measure.

## **Building on engagement**

In our early engagement with culturally specific community organizations, staff heard feedback that the possible program investments are of high interest to many of these organizations. Consequently, during the spring coordinated engagement process, which engaged community members on transportation, parks and nature, and housing simultaneously, staff focused on soliciting feedback around the outcomes possible programs should deliver. Through that process, staff heard a strong desire for programs that will make our transportation system safer, strengthen communities and minimize displacement, improve transit accessibility, and make the transportation system more affordable. A follow-up public survey, which received over 3,500 responses from across the region, reinforced those community interests.

Over the summer of 2019 the Transportation Funding Task Force considered possible program investments. They learned about the engagement that had already happened, and then identified outcomes that they thought were important for the programs to move forward. In their next two meetings, Task Force members provided feedback to staff on possible program concepts, which were developed using Council direction, earlier engagement feedback, feasibility, Task Force values, and Task Force input. At their August meeting, Task Force members provided individual recommendations about programs they thought were the most important to move forward. Council heard that feedback at work session on September 3. At work sessions on September 3 and September 17, Council provided additional feedback to staff about possible programs for further development.



**Safety, equity, climate action**

Staff propose a three-part overarching theme for the programs that advance into a potential measure, based on what we have heard from community, the Task Force and the Metro Council. Taken together, these programs should be seen as advancing the goals of:

- safer streets, particularly for the very young, the very old, and the most vulnerable users
- racial equity, ensuring that benefits focus on communities of color and other historically marginalized people who have been disproportionately harmed by past transportation investments and/or lack of investments
- climate action, focusing investments to help reduce carbon pollution and other contributors to the climate change crisis.

Staff believe that the programs proposed below, taken together, advance these key themes, which have been priorities for the Task Force and Metro Council. Overall, we believe these programs have the potential to significantly contribute to the priority outcomes our communities, Task Force and Council alike have identified for the potential measure.

Based on this cumulative feedback and Metro Council's interest, staff are proposing that the following programs move forward for more development, for likely inclusion in a possible transportation funding measure.

*Program Concept: Safe Routes to Schools*

Metro's Regional Safe Routes to School Program supports safety project and programming investments to make it possible for all students to get to school and travel around the community safely, affordably, and efficiently by walking, biking and taking transit. The program funds infrastructure improvements, such as traffic safety projects near schools, and programming to encourage walking and biking and teach students how to walk and bike safely. Increasing funding for the Regional Safe Routes to Schools program will allow it to serve more schools and more students, improving safety across the region and encouraging healthier, more active lifestyles at a young age. Such a program could particularly help students of color get to school safely, and reduce daily vehicle emissions from drop-off and pick-up.

*Program Concept: Safety Hot Spots*

A regional Safety Hot Spots program would use Metro's existing safety analysis to work with local jurisdictions to identify and build needed safety projects in the places where people are most likely to be hit or killed in greater Portland.

While many of the region's most serious safety concerns are on the priority corridors where the measure will invest, there are still pressing safety needs on other roadways throughout the region. These locations, either in a single place or in clusters along a roadway, are often referred to as safety "hot spots." Localized, targeted investments in hot spots can reduce crashes, injuries and deaths. Examples include adding signals to crosswalks, re-striping intersections to slow and control turning movements, constructing medians, and reconfiguring streets to manage speeds. These safety investments, depending on where they are, have been shown to be particularly important for communities of color, who are more likely to be hit or killed on our roadways, and our most vulnerable residents, including the very old, the very young, and those living with disabilities. They also increase first and last mile access to transit, by helping make it safe for people to walk or bike to transit stops, potentially helping increase transit modeshare and reducing climate emissions.

*Program Concept: Active Transportation Regional Connections*

An Active Transportation Regional Connections program would provide grants and technical assistance to jurisdictional partners to build critical connections in the regional walking and biking networks. Equitable access to affordable and safe transportation options are key to meeting community and regional goals. The regional pedestrian and bicycle networks are planned to provide safe, direct and comfortable access to transit, town centers, employment, education and daily needs. As a region, greater Portland has made great strides towards filling sidewalk gaps, creating safe crossings, and building bikeways and access to transit. However, there are significant gaps in these networks, many of which will require significant investment in order to be filled in. Many of these are located in parts of the region with higher concentrations of people of color and low-income people. An Active Transportation Regional Connections program could help fund projects to connect these gaps and give more people safe options for walking and biking to work, school, transit stops or other destinations.

*Program Concept: Better Bus*

A regional Better Bus program would invest in key treatments to help move buses quickly throughout the region, using existing data about where delay and reliability problems occur. As our region grows and congestion increases, people need reliable transportation options to get to their jobs, homes and daily activities. Transit could be a viable option for many, but currently, buses are often caught in the same congestion as personal vehicles. Random delays, many caused by traffic, make it hard for buses to stay on schedule, so the waiting time may be worse than published. This can lead to cascading delays all along the bus line that stretches across the Metro region, far from where the original delay occurred. Delays have major impacts on people's daily lives. People who need to arrive at work on time, or who need to pick up kids from daycare or school, can't afford the risks of using an unreliable transit system. Even when we invest in increased service, delays make transit a less desirable and efficient option, either leaving people stranded, late to work, or choosing to drive a personal vehicle instead.

Just as a delay on a single route can make travel unreliable across the system, local improvements in reliability can have a positive regional impact. Better Bus is a set of small, strategic, capital investments to improve transit capacity, reliability and travel time along major service bus lines that are relatively low cost to construct, context sensitive and able to be deployed quickly. These investments are likely to serve two goals in the region: improving the experience and efficiency of riding the bus for existing riders, who we know are more likely to be disproportionately older, lower-income, people of color and people living with disabilities, and making transit a more desirable option as compared to driving alone.

*Program Concept: Transit Vehicle Electrification*

A transit electrification program would focus on ensuring that the region's transit agencies do not need to buy a diesel bus ever again. The region's Climate Smart Strategy identifies increasing transit service as a key way to encourage more people to ride transit, consequently reducing greenhouse gas emissions and air pollution and reducing inequities built into our transportation system. However, most transit buses run on diesel fuel, which increases diesel particulate matter along key transit corridors. While the overall impact to our air quality and public health is still much better than it would be without that transit service, there is significant interest in the region in reducing our reliance on diesel-fueled buses in order to build a cleaner transit system. Reducing diesel particulate emissions will have significant impacts on public health outcomes and air quality metrics, and since many current transit lines run through neighborhoods with many people of color and people with lower incomes, this program will help advance the Council's racial equity goals.

*Program Concept: Fare Affordability for Students*

A student fare affordability program would provide free transit passes to students around the region who qualify for free or reduced-price lunch. Research suggests that helping young people

access and become familiar with using public transit at an early age makes them more likely to be regular transit users later in life. For students who are unable to drive, access to transit can also help expand job opportunities and make it more possible to participate in a variety of extra-curricular activities that would otherwise be difficult.

One school district in the region, Portland Public Schools (PPS), is exempt from state requirements to provide regular yellow bus service for high school students. Instead, PPS currently offers all high school students a free transit pass during the school year. That transit pass program is paid for through a joint effort by TriMet and PPS; PPS is partially reimbursed by the Oregon Department of Education. Currently, all other school districts in the region run a yellow school bus program for their high schools and consequently are not financially able to offer a transit pass to their students in addition to the existing student transportation program required by the state. Because transit service does not provide sufficient coverage in all districts, removing the yellow school bus program is not a viable option.

As part of a student affordability program, Metro could fund TriMet Hop passes for non-PPS high school students who qualify for free or reduced-price lunch, thus removing the cost burden of accessing transit. Currently students pay a reduced fare of \$1.25 per ride. This program would need to be administered in partnership with local school districts, which could be challenging. There is also uneven interest in this program from around the region; areas with better transit service believe it would be of more use to their students, areas with less comprehensive transit service are not as motivated by a lower fare. As staff work to better understand how this program might be administered, we will likely need to come back to Council for further direction.

*Program Concept: Protecting and Preserving Multifamily Housing*

A regional Multifamily Housing program would build on already successful efforts through the Transit- Oriented Development program and the regional affordable housing bond to invest in property and development to protect and preserve existing multifamily housing close to current or planned frequent transit. While the region must build new, regulated affordable housing to address the housing crisis, it is also important to preserve affordable housing built by the private market in places that are important to communities, including near schools, jobs, transportation and other places people want to be. Rehabilitation of existing housing can make it safer and healthier, while stabilizing communities and preventing displacement as a result of new public and private investment in transportation and economic development.

Staff are exploring possible models for the most effective and cost-efficient way to do this work, and will likely need to come back to Council for further direction.

*Program Concepts: Main Streets Revitalization*

A Main Streets program could provide grants and technical assistance to cities and counties for improvements to main streets and centers in greater Portland. Main streets are at the center of neighborhood life and vibrant downtowns, with local businesses, key transit routes and community activity all within walking and bicycling distance. As the region's downtown centers grow and change, they need investments that give people transportation options and promote vibrant and healthy public spaces. Every city and county in greater Portland has one or more center or main street, but many struggle with deferred maintenance, safety concerns and limited capacity for transit. When main streets are inadequate to support planned land uses, businesses, housing and other development stagnate.

Projects funded through this program could either improve existing downtowns or help develop a downtown main street where one doesn't exist. Improvements could include sidewalks and sidewalk buffers and other investments to improve safety. Other eligible improvements could

increase transit access and reliability in a downtown setting, like seating and other amenities at transit stops, enhanced pedestrian crossings, bikeways, pedestrian scale lighting, street trees and vegetation, street seating, art and other placemaking elements. These investments could support local entrepreneurship, make communities safer and reduce driving by allowing people to meet basic needs closer to home.

#### *Program Concept: Planning for the Future*

In order to ensure that we are prepared for future funding opportunities, the greater Portland region has to plan for transportation investments that will help our region protect our quality of life and provide a safe, clean, affordable transportation system to our residents and businesses. The Portland region is unique in the country for our approach that links transportation and land use together to guide where population and employment growth will occur. Our region's compact urban form with walkable neighborhoods, density concentrated in centers and corridors, and access to nature is a result of our deliberate connection of investments in transportation, development, and nature. True corridor planning requires integrating land use, housing, open space needs, housing needs, and economic development while ensuring that the voices and needs of existing residents, particularly those who have traditionally been ignored or harmed by government planning processes, are heard. A future planning program would likely operate on two levels: funding large-scale planning processes focusing on major transit initiatives, and smaller scale planning processes focusing on multi-modal solutions to safety and congestion issues.

#### *Community Strengthening*

Finally, at the Council work sessions on September 3<sup>rd</sup> and 17<sup>th</sup>, staff discussed a proposal that emerged from community and partner engagement, but which staff propose should be part of corridor investments rather than a standalone program. This work would focus on increasing community capacity so that residents and businesses can identify strategies to strengthen and stabilize their community and minimize the risk of displacement ahead of major transportation investments.

As we have seen in our own region, transportation investments can support and improve the quality of life for the people who live in a community, or they can disrupt neighborhoods and drive displacement. Achieving the former and avoiding the latter requires a multi-disciplinary approach and significant investment that is tailored to the specific needs of the community and the affected neighborhoods.

Over the last two years, Metro has piloted the Southwest Corridor Equitable Development Strategy (SWEDS) in partnership with the cities of Portland and Tigard. The program brings together local businesses, community organizations, and other residents to identify needs and strategies to:

- Increase supply and meet demand for diverse places to live to fit the needs of individuals and families of all incomes and sizes.
- Encourage jobs that provide individuals and families with sufficient wages that allow them to live within the corridor.
- Prepare current and future corridor residents for existing and emerging industries.
- Protect and invest in existing development, adapt or development areas, or invest in new development.

This process has resulted in bringing new voices to the table, helping strengthen and increase capacity for community organizations within the corridor, and supporting the community in identifying the investments, policies, and strategies that will most help them in advance of the significant light rail investment.

Metro proposes setting aside a portion of funding from each corridor funded through the measure to replicate this equitable development strategy on all corridors.

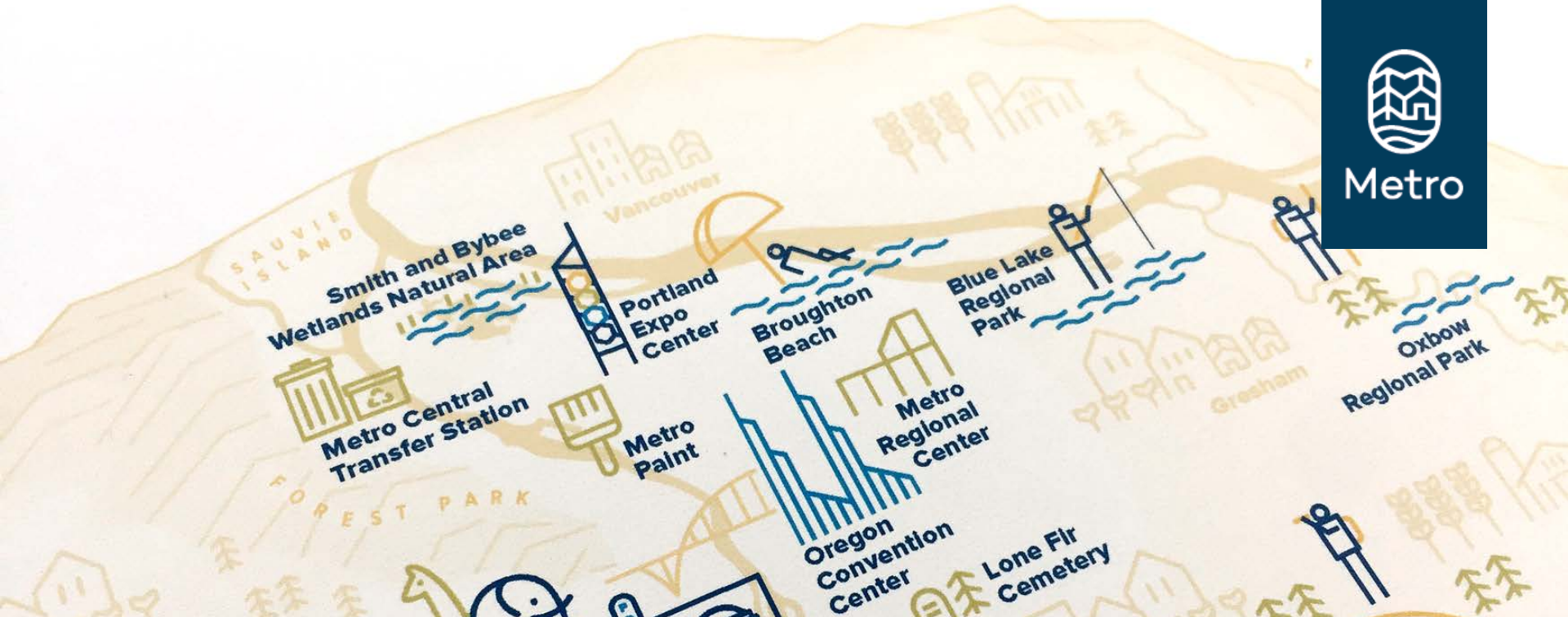
**Next Steps**

These program concepts require more development and engagement before more detailed work plans could be delivered to Council. With Council's direction, staff are prepared to move forward with a process to bring together community leaders, community members, partners and practitioners, to provide feedback around how best to implement these programs. Staff might ask for engagement on a range of issues, from types of criteria to include in a competitive grant program, to funding scale, whether the program should fund more small projects or fewer large projects, or how long a funding cycle should be. This program development timeline will likely result in staff bringing more detailed program proposals back to Council in the spring.

Materials following this page were distributed at the meeting.



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# Metro Accomplishments

Sept. 24, 2019 Metro Council work session

# External Services



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# Parks & Nature

- Development and referral of bond that continues our mission, advances racial equity and addresses climate change



# Property & Environmental Services

- Adoption of 2030 Metro Regional Waste Plan
- New contracts for disposal, transport & operations in place for 10 years



2030 Regional Waste Plan

Equity, health and  
the environment

# Planning & Development

- Completion of the Orchards at 82<sup>nd</sup> Ave., a 48 unit affordable housing project
- Designing Livable Streets guidelines update



# Visitor Venues:

- Hyatt Regency Portland: on time, on schedule, on budget
- Visitor Facility IGA
- Food and Beverage RFP
- FOTA: Increase in African American employment

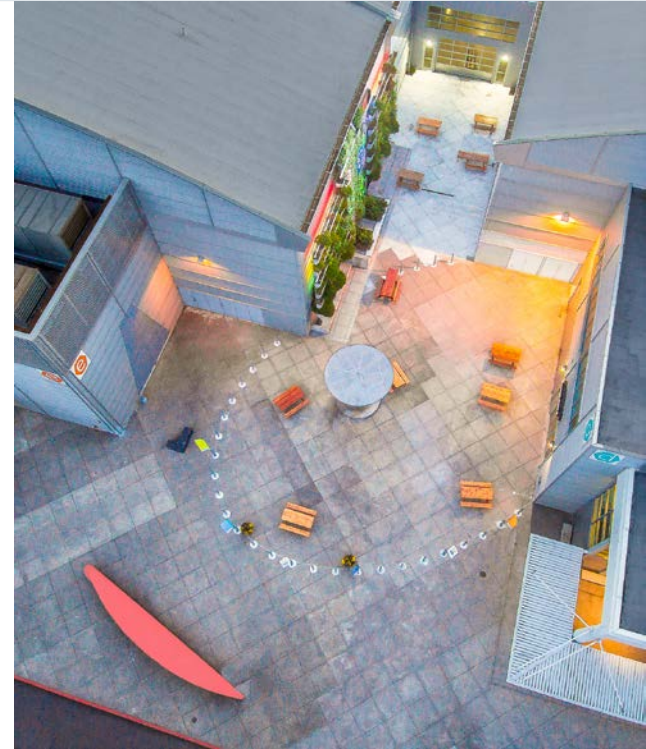


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# Portland Expo Center

- FY19 to end with \$336,102 in net operations
- Completed Stormwater Greenwall Plaza
- Revenue-generating award for utilities



# Oregon Convention Center

- 500 events in a building undergoing a \$40 million renovation, with robust level of minority contracting
- 93% satisfaction ratings for service; Enterprise revenues up 22% from fiscal year 2018 to \$33.2 million

# Portland'5

- 9 student shows/13 performances for Title I schools. 80% attending were students of color
- P5 Presents netted \$420K



# Oregon Zoo

- Raised and released five imperiled native species
- Employee trips to save lamprey
- Broke ground on Polar Passage, Primate Forest and Rhino exhibits





# Diversity, Equity and Inclusion

- C2P2 policy framework: 4 agencies agreeing to move adoption, 2 counties interested
- Transgender inclusivity internal audit
- T2020 civic engagement grants

# Support Services



# Asset Management & Capital Planning

- Diversity in Metro's construction contracts
- Merged CPMO, fleet and MRC operations under program umbrella



# Communications

- Metro/Pamplin internship: elevating the next generation of community voices
- Regional Snapshot: Diversifying the region's construction industry



# Finance & Regulatory Services

- \$652.8 million in taxable bonds sold for the new affordable housing program
- Procurement Centralization Project completed

# Human Resources

- Employer of Choice initiative: implementation of a new paid parental leave policy (23 employees on/applied)



# Information Services

- Full conversion of point-of-sale systems at visitor venues to be fully PCI compliant
- Rolled out Kronos Mobile



# Research Center

- Historic-trend and forecast analytics for the Council's 2018 Urban Growth Boundary decision
- Supported decision-making for the 2018 Regional Transportation Plan



# Office of the Metro Attorney

- Legal support for Affordable Housing Bond and Parks Bond
- Urban Growth Boundary decision support
- Transit Oriented Development agreements
- Successful 3 of “Big 4” solid waste contracts

[oregonmetro.gov](http://oregonmetro.gov)





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# Metro Investment Policy Update

September 24, 2019

# Legal Context – ORS 294

- Specifies authorized investments
- Sets asset allocation limits and maturities
- Requires local investment policies in some circumstances

# Metro Background

- Investment policy is adopted as Metro Code Chapter 7.03
- Investment transactions are handled by an external advisor
- Council-appointed Investment Advisory Board provides oversight and advice

# Current Investment Policy

- 4 general objectives: Safety, Liquidity, Return on Investment and Legality
- Prohibited investments: mortgage-backed securities and firms on the Carbon Underground 200 list
- Asset allocations and maturities consistent with state law

# Current Portfolio – 6/30/19

Asset Type	Market Value	% of Portfolio
US Treasuries	\$575,108,395	60.90%
US Agencies	\$287,008,822	30.39%
Corporate Notes	\$12,050,235	1.28%
Commercial Paper	\$4,471,550	0.47%
Bank Deposits	\$18,538,943	1.96%
Certificates of Deposit	\$240,163	0.03%
Local Government Investment Pool	\$46,969,657	4.97%

# Corporate Securities – 6/30/19

Security	Market Value
Microsoft	\$718,457
Johnson & Johnson	\$530,458
Berkshire Hathaway	\$1,880,194
Apple	\$2,536,570
Alphabet Inc. (Google)	\$455,267
Microsoft	\$2,399,396
Federal Home Loan Banks	\$2,959,034
Microsoft	\$1,863,658
Johnson & Johnson	\$1,666,234



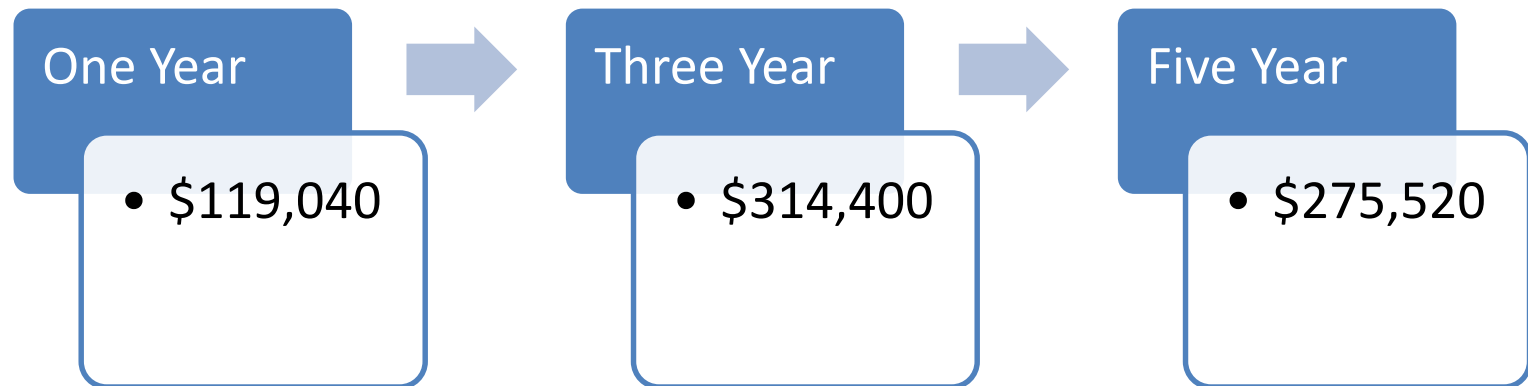
# Policy Options

1. No change
2. Expand the prohibited investments list
3. Limit investments in corporate debt to a list of authorized issuers
4. Prohibit any investments in corporate securities

# Fiscal Impact

- Eliminating corporate securities could reduce investment earnings between \$120k and \$315k over five years
- Further restricting investments in corporate securities is hard to quantify, but less fiscal impact than eliminating them

# Fiscal Impact



# Discussion questions

- Does the Metro Council want to change the policy direction included in the investment policy?
- How should the Metro Council be engaged in developing recommended changes to the investment policy?



Arts and events  
Garbage and recycling  
Land and transportation  
Oregon Zoo  
Parks and nature

[oregonmetro.gov](https://www.oregonmetro.gov)

# Buy List

Date 7/1/2019

Cannot buy 4(2) 144A CP  
 Cannot buy 144 A  
 Can go to Single A in Oregon Company's

## Corporate Buy List

LONG TERM								SHORT TERM CP No 1			
Issuer Name	S&P Rating	S&P Outlook	Moody's Rtg	Moody's Rating Outlook	Fitch Rating	Fitch Outlook	Industry	Foreign Domicile	S&P CP	Moody's CP	
<b>3% Limit per issuer - AA or Better by S&amp;P and Moody's and Fitch</b>											
Apple Inc	AA+	STABLE	Aa1	STABLE	N/R	N/R	Technology		A-1+	P-1	4(2) 144A
Automatic Data Processing	AA	STABLE	Aa3	STABLE	N/R	N/R	Consumer, Non-cyclical		A-1+	P-1	4(2) 144A
Berkshire Hathaway Inc	AA	STABLE	Aa2	STABLE	AA-	STABLE	Financial		A-1+	P-1	
BlackRock Inc	AA-	STABLE	Aa3	STABLE	N/R	N/R	Financial		A-1+	P-1	4(2) 144A
CME Group Inc	AA-	STABLE	Aa3	STABLE	AA-	STABLE	Financial		A-1+	P-1	4(2) 144A
Colgate-Palmolive Co	AA-	STABLE	Aa3	STABLE	WD	WD	Consumer, Non-cyclical		A-1+	P-1	4(2) 144A
Google Inc	AA+	STABLE	Aa2	STABLE	N/R	N/R	Communications		A-1+	P-1	4(2) 144A
Johnson & Johnson	AAA	STABLE	Aaa	STABLE	AAA	STABLE	Consumer, Non-cyclical		A-1+	P-1	4(2) 144A
Microsoft Corp	AAA	STABLE	Aaa	STABLE	AA+	STABLE	Technology		A-1+	P-1	4(2) 144A
New York Life Global Funding	AA+	NR	Aaa	STABLE	AAA	NR	Life Insurance		A-1+	P-1	
Procter & Gamble Co	AA-	STABLE	Aa3	STABLE	N/R	N/R	Consumer, Non-cyclical		A-1+	P-1	
Toronto-Dominion Bank/NY	AA-	STABLE	Aa3	STABLE	AA-	STABLE	Financial	Canada	A-1+	P-1	4(2) 144A
Wal-Mart Stores Inc	AA	STABLE	Aa2	STABLE	AA	STABLE	Consumer, Cyclical		A-1+	P-1	
<b>2% Limit Per Issuer Split Rating - AA at least one of the rating agencies</b>											
3M Co	AA-	NEGATIVE	A1	STABLE	N/R	N/R	Industrial		A-1+	P-1	
Bank of Montreal/Chicago IL	A-	STABLE	A2	STABLE	AA-	STABLE	Financial	Canada	A-1	P-1	
Bank of New York Mellon Corp/The	A	STABLE	A1	STABLE	AA-	STABLE	Financial		A-1	P-1	
Bank of Nova Scotia/Houston	A+	STABLE	A2	STABLE	AA-	STABLE	Financial	Canada	A-1	P-1	
Canadian Imperial Bank of Cmra/NY	A+	STABLE	Aa2	STABLE	AA-	STABLE	Financial	Canada	A-1	P-1	4(2) 144A
Cisco Systems Inc	AA-	STABLE	A1	STABLE	N/R	N/R	Communications		A-1+	P-1	
CitiBank NA NY	A+	STABLE	Aa3	STABLE	A+	STABLE	Financial		A-1	P-1	
Costco Wholesale Corp	A+	STABLE	Aa3	STABLE	WD	WD	Consumer, Cyclical		A-1	WR	4(2) 144A
JPMorgan Chase & Co/ Bank N.A.	A-	STABLE	A2	STABLE	AA-	STABLE	Financial		A-2	P-1	4(2) 144A
Merck & Co Inc	AA	STABLE	A1	STABLE	A+	STABLE	Consumer, Cyclical		A-1+	P-1	
Met Life Global Funding I	AA-	N/A	Aa3	STABLE	AA-	N/A	Life Insurance		NR	P-1	NR
Nike Inc	AA-	STABLE	A1	STABLE	N/R	N/R	Consumer, Cyclical		A-1+	P-1	
Northern Trust Co/The	A+	STABLE	A2	STABLE	AA-	STABLE	Financial		A-1	WR	
Pfizer Inc	AA	STABLE	A1	STABLE	A+	STABLE	Consumer, Non-cyclical		A-1+	P-1	4(2) 144A
Royal Bank of Canada/New York NY	AA-	STABLE	A2	STABLE	AA	STABLE	Financial	Canada	A-1+	P-1	
State Street Corp	A	STABLE	A1	STABLE	AA-	STABLE	Financial		A-1	WR	
Toyota Motor Credit Corp	AA-	STABLE	Aa3	STABLE	A+	STABLE	Consumer, Cyclical		A-1+	P-1	
US Bancorp / Bank NA	A+	STABLE	A1	STABLE	AA-	STABLE	Financial		A-1	P-1	

Disclosure: There are risks associated with investing in corporate bonds, including loss of principal. Fixed income investments are subject to interest rate risk, their value will normally decline as interest rates rise. In addition, when interest rates fall, income may decline. Fixed income investments are also subject to credit risk, the risk that the issuer of a bond will fail to pay interest and principal in a timely manner, or that negative perceptions of the issuer's ability to make such payments will cause the price of that bond to decline. Lists subject to change intra-month.

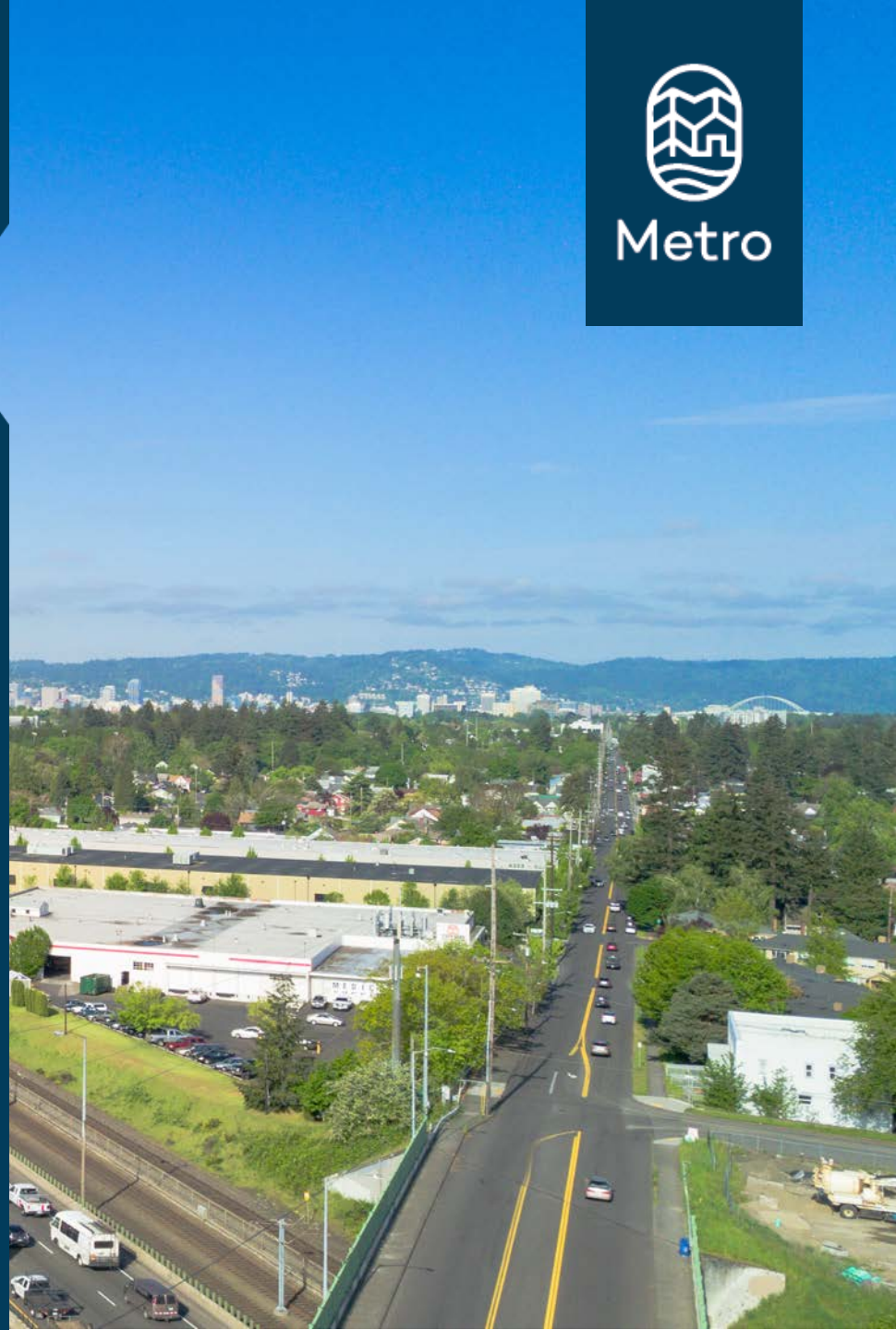
GPA relies on rating agencies data to support this list and does not guarantee as to principal and interest and price variation is expected to be greater than those of US treasury securities. This list is based on securities that are allowed under statute based on ratings.



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# Regional Investment Strategy: Transportation programs direction

Council work session  
Sept. 24, 2019



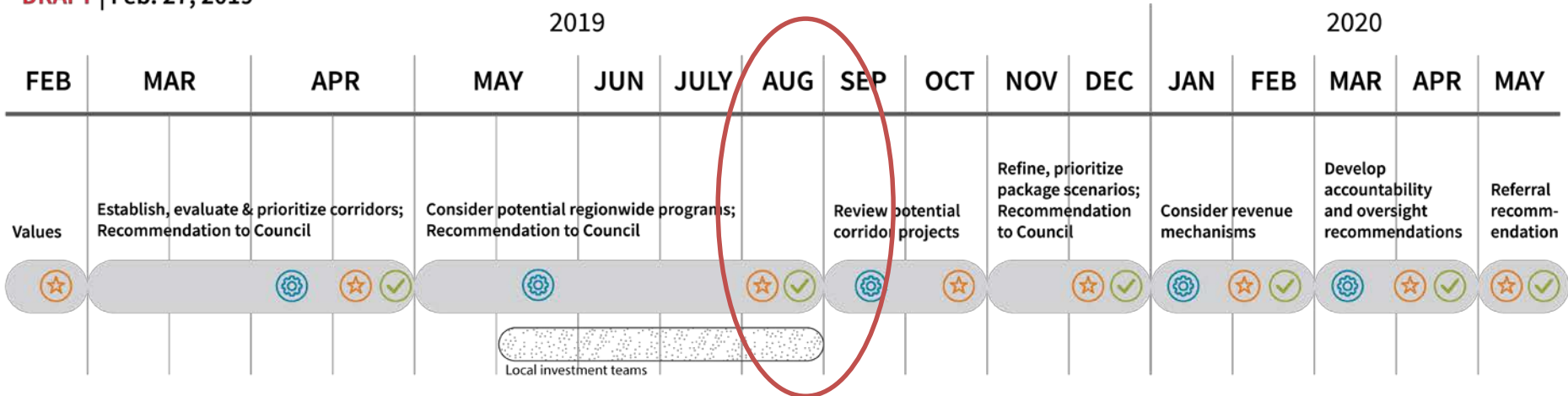
# Timeline reminder

Metro Transportation Funding Task Force 2020

## Process Schedule

**DRAFT** | Feb. 27, 2019

 Council Action
  Staff Deliverables
  Task Force Milestones





# Task Force update

Sept. 18 meeting:  
Local Investment  
Team reports

Oct./Nov.: Working  
toward corridor  
projects  
recommendation

October:  
County forums



Clackamas County



Multnomah County



Washington County

# Programs: Concept and purpose

Benefits beyond corridors

Meeting community needs,  
based on community input

Capital & non-capital

Advance measure outcomes



# Built on community, Task Force input

- Making streets safer, especially for people walking/biking
- Improving transit service, reliability and affordability
- Preventing displacement and advancing racial equity
- Protecting clean air and addressing climate change
- Linking investments to affordable housing, parks, jobs, services





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**Safety**  
**Equity**  
**Climate Action**



# Recommended programs to advance

Safe Routes to Schools

Better Bus

Safety Hot Spots

Active Transportation  
Connections

Transit Vehicle  
Electrification

Main Streets

Fare Affordability: Students

Protect & Preserve  
Multifamily Housing

Future Corridor Planning

Strengthening Communities  
*(part of corridor funding)*

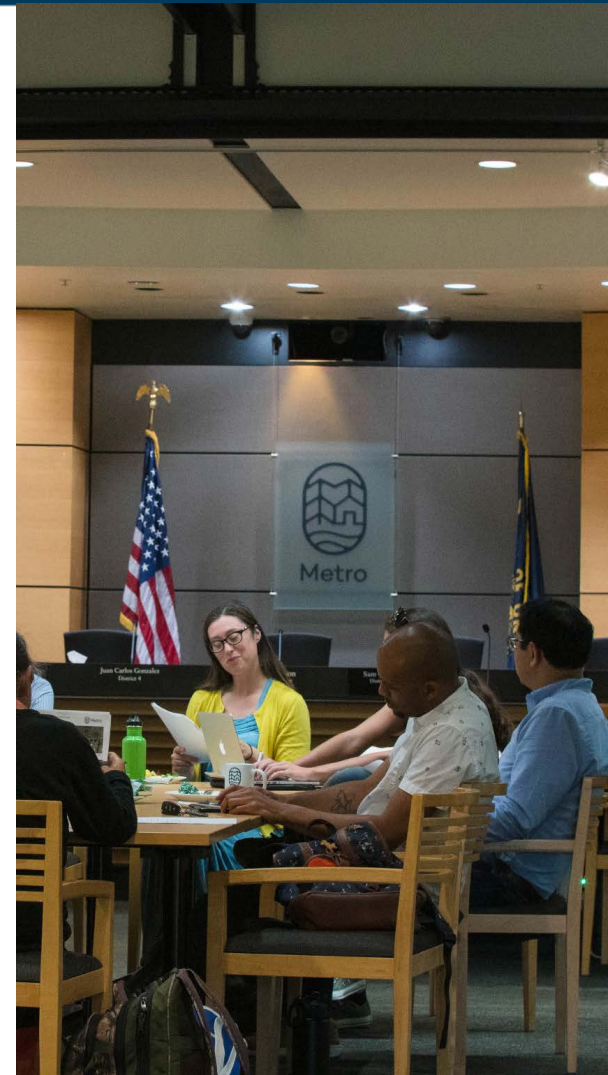
# Developing programs

Metro Planning staff

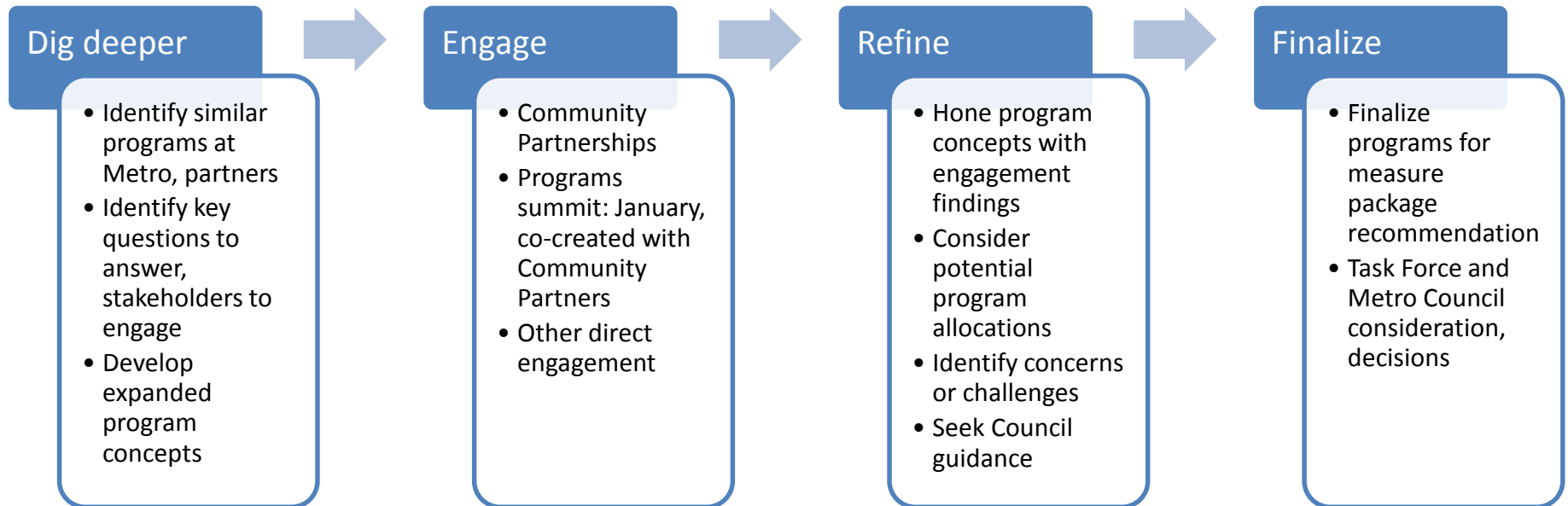
Community Partnerships:  
Focus on communities of  
color

Technical experts &  
practitioners

Partner agencies



# Programs: Next steps



# Discussion questions

Is Council ready for staff to proceed with further development of these programs?

Do you have any further feedback on the overall programs themes of Safety, Equity and Climate Action?





## Operational measures | Representative set for By the Numbers

Support Services	Goal area	Measure	Target
<b>AMCP</b>	Organizational sustainability	Periodic, independent review of assets finds they are well-maintained.	TBD
	Informed asset investment decisions	Provide tools and training for cost estimation	TBD
<b>Communications</b>	Trust and awareness - public	% of region's residents that are aware of Metro and correctly identify a Metro function	65%
	Engagement and inclusion – communities of color	Number of partnerships with community based organizations	Increase
<b>FRS</b>	Engagement and inclusion	Number of COBID firms proposing on Metro projects	Increase
	Effectiveness and efficiency	Number of audit deficiency comments from external auditors	Count of comments
<b>HR</b>	Organizational development – customer service	Employee engagement scores are at 3.5 or above overall	Increase by at least .2% over baseline
	Recruitment - efficiency	Implement latest version of NeoGov and a minimum of three new program enhancements	Completed plan to fully utilize and leverage current system's technology features
<b>IS</b>	Customer service	Help Desk services are efficient and effective	90% or better satisfaction
	Skilled workforce	% of training plans completed by Information Services staff within the performance management year	90% or better completion rate
<b>Research</b>	Public & client service	% of respondents answering "well" or "very well" to Likert-scale "how well did Research Center staff understand your project's needs?"	90%
	Equity – engagement	Percent staff completing annual training goals in each year	100%

External Services	Goal area	Measure	Target
<b>Parks</b>	Racially diverse workforce	Staff demographics	TBD
	Protect and improve water quality and fish/wildlife habitat	Acres protected	TBD
<b>PES</b>	Conserve natural resources	Sales and/or employment in the reuse sector	Increase
	Excellent service	Compliance inspections and audits of Metro-licensed, franchised and designated facilities	TBD
<b>Planning</b>	Invest in community capacity to effectively participate in and influence major transit project planning	% of people of color who indicate a level of satisfaction with engagement activities	TBD
	RTO program reduces single occupancy vehicle trips	Number of grants awarded and completed	TBD
Visitor venues	Goal area	Measure	Target
<b>Expo</b>	Fiscal responsibility	% of budget to completion for capital project expenses	High
	Diversity, equity, inclusion	% of positions hired with FOTA candidates	TBD
<b>OCC</b>	Fiscal responsibility	Revenue to expense percentages	TBD
	Sustainability and facility responsibility	Daily solar array generation	TBD
<b>Portland'5</b>	Diversity, equity and inclusion	% of P'5 Presents shows that serve underserved communities as shown by ticket buyer data	TBD%
	Safe, well maintained and operated venues	# of process improvements implemented	TBD
<b>Zoo</b>		Percentage of community connecting zoo with its mission	65%
		Number of conservation actions taken by staff, volunteers and community	10,000



# Why a whistle?

The sound of a whistle will alert first responders to your location. This whistle creates a distinct sound that will not be confused with wind or other natural sounds that can occur. They are small, easy to store and can dramatically increase chances of being located.

## **How to use it?**

Three short, loud blasts are a universal signal as a "call for help."

## **Where to keep it?**

Under your desk, in your top drawer, within reach.



**Metro**

Arts and events  
Garbage and recycling  
Land and transportation  
Oregon Zoo  
Parks and nature

**[oregonmetro.gov](http://oregonmetro.gov)**

# Steps for prep.

## Preparedness ideas for you, your family and your community.

Metro is investing in resources and planning to ensure we are ready when an emergency occurs in our region. This includes providing resources and information to Metro employees so they and their families can be prepared too.

Here are a few steps we can all take to make ourselves, our families and our community more prepared for emergencies.

### **Ideas and tips to get started:**

1. Be informed: sign up for alerts and know your hazards
2. Make a plan!
3. Build a kit. You may already have a great start.
4. Get involved with your community response team.

Visit [ready.gov](https://www.ready.gov) for more information.

# My Pocket Plan

Create a valuable family  
emergency action plan

**2**   
**WEEKS**  
**READY**

# What is ***My Emergency Plan?***

This is your ***My Pocket Plan*** which contains your personal emergency information. Take the time to work through this booklet and create a valuable family emergency action plan.

Include only the information that you are comfortable with. ***My Pocket Plan*** is to assist you and only you and your family. **No one else needs to see it, or get information from it.**

Use this booklet to create a record of your important information, from work and school phone numbers to insurance information to medical contacts and prescription details for every member of your family, all in one easy-to-find location.



# How to use *My Pocket Plan*

Take time with family members to discuss what information you will need in an emergency.

Put this completed booklet with your emergency medications in a safe, easy-to-access location. Consider making copies to put in multiple locations, such as in your go-kit, car and online.

## Emergency Preparedness

1. Identify hazards in or around your home
2. Create a disaster action plan
3. Compile a disaster supply kit
4. Review the safety and structural integrity of your home
5. Protect yourself during a disaster
6. Evacuate, if necessary
7. Follow your plan



# Personal information

» **Full name:** \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

» **Local emergency management office:** \_\_\_\_\_  
\_\_\_\_\_

» **Non-emergency police:** \_\_\_\_\_

» **Employer:** \_\_\_\_\_

Phone: \_\_\_\_\_

» **School:** \_\_\_\_\_

Phone: \_\_\_\_\_

» **School:** \_\_\_\_\_

Phone: \_\_\_\_\_

Two numbers to program into your mobile device:

- **In Case of Emergency (ICE):** Emergency personnel will look for your ICE listing to know who to contact.
- **1EQText:** This is your out-of-state contact who is able to receive text messages.



# Who lives with you?

You may want to include pictures of people and pets that live with you.

» **Name:** \_\_\_\_\_

Relationship: \_\_\_\_\_

» **Name:** \_\_\_\_\_

Relationship: \_\_\_\_\_

» **Name:** \_\_\_\_\_

Relationship: \_\_\_\_\_

» **Name:** \_\_\_\_\_

Relationship: \_\_\_\_\_

» **Name:** \_\_\_\_\_

Relationship: \_\_\_\_\_

» **Name:** \_\_\_\_\_

Relationship: \_\_\_\_\_



# Family emergency plan

» **Local emergency contact name:**

---

Phone:

---

Email:

---

» **Out-of-state emergency contact name:**

---

Phone:

---

Email:

---

» **Phone or other contact information:**

---

---

---

---

---

---

---

---

TEXT MESSAGES can often get through when PHONE CALLS won't.

# Family emergency plan

» **Neighborhood meeting place:**

---

---

» **Outside of neighborhood meeting place:**

---

---

Location address:

---

---

» **CERT or neighborhood watch contact:**

---

Phone:

Email:

» **Additional information:**

---

---

---

---

# **Draw an outline of the floor plan of your home**

- Mark two escape routes from each room.
- Where is the gas shut-off valve?
- Where is the water shut-off valve?
- Where are the oxygen tanks stored?

# **Draw a map or paste a map of your work or school**

- Show evacuation routes, assembly areas, etc.

# **Draw a map or paste a map of your neighborhood**

- Show evacuation routes, assembly areas, etc.

# What kind of natural hazards are in your area?

**Tornado? Flood? Earthquake?  
Wildfire? Tsunami? Winter Storm?**

Don't assume that you have no natural hazards in your area just because there hasn't been a disaster in recent memory. Knowledge and preparation can mean the difference between life and death.

- Know how to get alerts on a weather alert radio:  
Visit [www.weather.gov/alerts](http://www.weather.gov/alerts)



# Family medical information

» **Name:**

---

Current medical conditions: (diabetes, heart issues, high blood pressure)

---

---

---

Pacemaker: Yes No Type

---

Internal defibrillator: Yes No

---

Implants (location):

---

Additional information:

---

---

---

---

Religious preference (optional):

---

Known allergies:

---

---

---

Blood type:

---



# Family medical information

» **Name:** \_\_\_\_\_

Current medical conditions: (diabetes, heart issues, high blood pressure) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pacemaker: Yes No Type \_\_\_\_\_

Internal defibrillator: Yes No \_\_\_\_\_

Implants (location): \_\_\_\_\_

Additional information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Religious preference (optional): \_\_\_\_\_

Known allergies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Blood type: \_\_\_\_\_

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---

Current medical conditions: (diabetes, heart issues, high blood pressure)

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---

---

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Known allergies:

---

---

---

Blood type:

---

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\_\_\_\_\_  
\_\_\_\_\_

Pacemaker: Yes No Type \_\_\_\_\_

Internal defibrillator: Yes No \_\_\_\_\_

Implants (location): \_\_\_\_\_

Additional information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Religious preference (optional): \_\_\_\_\_

Known allergies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Blood type: \_\_\_\_\_

# Family doctor information

» **Doctor or health practitioner name:** \_\_\_\_\_

Clinic/Hospital name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Location/address: \_\_\_\_\_  
\_\_\_\_\_

» **Doctor or health practitioner name:** \_\_\_\_\_

Clinic/Hospital name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Location/address: \_\_\_\_\_  
\_\_\_\_\_

» **Doctor or health practitioner name:** \_\_\_\_\_

Clinic/Hospital name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Location/address: \_\_\_\_\_  
\_\_\_\_\_

# Pharmacy information

» **Pharmacy name:** \_\_\_\_\_

Location: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

» **Pharmacy name:** \_\_\_\_\_

Location: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

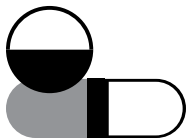
» **Pharmacy name:** \_\_\_\_\_

Location: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_





# Current prescription medications

- Write or paste your prescription labels here

» **Name of drug:** \_\_\_\_\_

\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_

» **Name of drug:** \_\_\_\_\_

\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_

» **Name of drug:** \_\_\_\_\_

\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_

# Current prescription medications

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» **Name of drug:** \_\_\_\_\_

\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_

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\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_

» **Name of drug:** \_\_\_\_\_

\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_



# Current prescription medications

- Write or paste your prescription labels here

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\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_

» **Name of drug:** \_\_\_\_\_

\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_

» **Name of drug:** \_\_\_\_\_

\_\_\_\_\_

Date prescribed: \_\_\_\_\_

Prescribing doctor: \_\_\_\_\_

Dosage: \_\_\_\_\_



# Insurance carriers

» **Company:** \_\_\_\_\_

(Check one)

Medical

Dental

Vision

Homeowner

Renter

Automobile

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Insurance ID #: \_\_\_\_\_

Insurance Group #: \_\_\_\_\_

» **Company:** \_\_\_\_\_

(Check one)

Medical

Dental

Vision

Homeowner

Renter

Automobile

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Insurance ID #: \_\_\_\_\_

Insurance Group #: \_\_\_\_\_

# Insurance carriers

» **Company:** \_\_\_\_\_

(Check one)

Medical

Dental

Vision

Homeowner

Renter

Automobile

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Insurance ID #: \_\_\_\_\_

Insurance Group #: \_\_\_\_\_

» **Company:** \_\_\_\_\_

(Check one)

Medical

Dental

Vision

Homeowner

Renter

Automobile

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Insurance ID #: \_\_\_\_\_

Insurance Group #: \_\_\_\_\_

# Insurance carriers

» **Company:** \_\_\_\_\_

(Check one)

Medical

Dental

Vision

Homeowner

Renter

Automobile

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Insurance ID #: \_\_\_\_\_

Insurance Group #: \_\_\_\_\_

» **Company:** \_\_\_\_\_

(Check one)

Medical

Dental

Vision

Homeowner

Renter

Automobile

Phone: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Insurance ID #: \_\_\_\_\_

Insurance Group #: \_\_\_\_\_

# Pet information

## » **Type of animal:**

---

Name of animal:

---

Medical conditions or medications of pet:

---

---

---

Name of veterinarian:

---

Phone:

---

Website/email:

---

## » **Type of animal:**

---

Name of animal:

---

Medical conditions or medications of pet:

---

---

---

Name of veterinarian:

---

Phone:

---

Website/email:

---

# Pet information

» **Type of animal:** \_\_\_\_\_

Name of animal: \_\_\_\_\_

Medical conditions or medications of pet: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of veterinarian: \_\_\_\_\_

Phone: \_\_\_\_\_

Website/email: \_\_\_\_\_

» **Type of animal:** \_\_\_\_\_

Name of animal: \_\_\_\_\_

Medical conditions or medications of pet: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of veterinarian: \_\_\_\_\_

Phone: \_\_\_\_\_

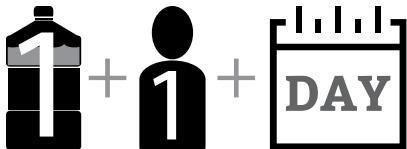
Website/email: \_\_\_\_\_

# Basic emergency kit

## » Location of emergency Kit:

---

- Water, 14-gallons per person (one gallon per person per day)
- Food (14-day supply) for each person
- Radio, battery-powered or hand-crank
- Flashlight and extra batteries
- First aid kit
- Whistle to signal for help
- Dust mask
- Moist towelettes
- Wrench or pliers to turn off utilities
- Manual can opener for food
- Local maps
- Cell phone and chargers
- Seasonal jacket





## **Additional items for emergency kit**

- Prescription eyeglasses
- Infant formula and diapers
- Pet food and extra water for your pet
- Important family documents (insurance papers, birth certificates, bank records, etc.)
- Cash (small values, such as \$5 or \$10)
- Emergency reference material (first aid books)
- Sleeping bag or warm blankets
- Complete change of clothing
- Household chlorine bleach, unscented and soap free (change every 6 months along with water)
- Fire extinguisher
- Matches in a waterproof container or a lighter
- Feminine supplies and personal hygiene items
- Toilet paper
- Plastic bags for sanitation
- Mess kits, paper cups and plates
- Paper and pencil
- Games, books, puzzles or other activities





# Resources

Want to know more about family preparedness?

- **American Red Cross**, [www.redcross.org](http://www.redcross.org)
- **FEMA**, [www.ready.gov](http://www.ready.gov)

Want to know more about earthquakes and tsunami?

- [www.OregonTsunami.org](http://www.OregonTsunami.org)

Want to know about being firewise?

- **Oregon Department of Forestry**, [www.Oregon.gov/ODF](http://www.Oregon.gov/ODF)

Want to know more about severe weather?

- **National Weather Service**, [www.weather.gov](http://www.weather.gov)

Want to know more about pandemics?

- **Centers for Disease Control and Prevention**, [www.cdc.gov](http://www.cdc.gov)

Want to know how to help your pets during an emergency?

- **American Humane Society**, [www.humanesociety.org](http://www.humanesociety.org)

## ***My Pocket Plan***

was created as a personal  
preparedness tool by:

**Federal Emergency Management Agency  
Oregon Office of Emergency Management  
Coos County Emergency Management**

Once you have completed  
*My Pocket Plan*,  
let us know by sending an email:  
**public.info@state.or.us**

You'll receive a preparedness certificate  
signed by the Oregon governor.

DO NOT send us *Your Pocket Plan*,  
only an email stating you completed it.  
*The plan is for your use only.*





## **Oregon Office of Emergency Management**

Phone: 503-378-2911

### **Websites**

[www.Oregon.gov/OEM](http://www.Oregon.gov/OEM)

[www.facebook.com/OMDOEM](http://www.facebook.com/OMDOEM)

[www.Ready.gov](http://www.Ready.gov)

## **Slate of candidates for regional waste advisory committee**

Sharetta Butcher: Community Care Director at North by Northeast Community Health Center and a member of the CBO cohort that helped develop the 2030 Plan

Marilou Carrera: Community health equity expert and served for two years on the Equity Work Group that was the external steering committee for the 2030 Plan

Alondra Flores Avina: A PSU student and environmental education coordinator for Trash for Peace, one of the CBOs that informed the development of the 2030 Plan

Christa McDermott: Directs PSU's Community Environmental Service program; is a social scientist and previously worked for EPA

Joe Buck: Owns a restaurant in Lake Oswego that was one of the first businesses to adopt food recycling practices; former Lake O City Council member

Shannon Martin, City of Gresham Recycling and Solid Waste Manager

Eben Polk, Clackamas County Sustainability and Solid Waste Manager

Jenny Slepian, Lake Oswego Sustainability Analyst

Jill Kolek, City of Portland Sustainability Engagement and Waste Collection Manager

Theresa Koppang, Washington County Solid Waste and Recycling Manager

Audrey O'Brien, Oregon DEQ

Beth Vargas Duncan, Oregon Refuse and Recycling Association

Roy Brower, Metro PES