

# A G E N D A

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736  
TEL 503 797 1700 | FAX 503 797 1797



**METRO**

**MEETING:** METRO COUNCIL REGULAR MEETING  
**DATE:** December 14, 1995  
**DAY:** Thursday  
**TIME:** 2:00 p.m.  
**PLACE:** Council Chamber

| <u>Approx.<br/>Time *</u> |   | <u>Presenter</u> |
|---------------------------|---|------------------|
| 2:00 PM                   | <b>CALL TO ORDER AND ROLL CALL</b>  |                  |
| (5 min.)                  | 1. <b>INTRODUCTIONS</b>   |                  |
| (5 min.)                  | 2. <b>CITIZEN COMMUNICATIONS</b>  |                  |
| (5 min.)                  | 3. <b>EXECUTIVE OFFICER COMMUNICATIONS</b>  |                  |
|                           | 4. <b>CONSENT AGENDA</b>  |                  |
| 2:15 PM<br>(5 min.)       | 4.1 Consideration of Minutes for the December 7, 1995 Metro Council Meeting.  |                  |
|                           | 5. <b>INFORMATIONAL ITEMS</b>   |                  |
| 2:20 PM<br>(20 min.)      | 5.1 FHWA/FTA Certification Review briefing by Pat Levine of FTA (Seattle) and Fred Patron of FHWA (Salem).  |                  |
| 2:40 PM<br>(20 min.)      | 5.2 Informational briefing related to the Comprehensive Annual Financial Report for the Year Ended June 30, 1995.   | Dow              |
| 3:00 PM<br>(10 min.)      | 5.3 Informational briefing on Metro Receiving a Federal grant for the U.S. Environmental Protection Agency for Clackamas River Watershed Technical Project. | Furfey           |
|                           | 6. <b>ORDINANCES - SECOND READINGS</b>  |                  |

For assistance/Services per the Americans with Disabilities Act (ADA), dial TDD 797-1804 or 797-1540 (Council Office)

\* All times listed on the agenda are approximate; items may not be considered in the exact order listed.

| <u>Approx.<br/>Time *</u> |           |   | <u>Presenter</u> |
|---------------------------|-----------|---|------------------|
| 3:10 PM<br>(5 min.)       | 6.1       | <b>Ordinance No. 95-626</b> , Amending the FY 1995-96 Budget and Appropriations Schedule by Transferring \$90,000 From the Spectator Facilities Fund Contingency to the Performing Arts Center Personal Services to Add Four New Positions to Meet Unforeseen Increased Work Loads; and Declaring an Emergency. | McFarland        |
| 3:15 PM<br>(60 min.)      | 6.2       | <b>Ordinance No. 95-625A</b> , Amending the Regional Urban Growth Goals and Objectives, and Adopting Metro 2040 Growth Concept and Metro 2040 Growth Concept Map.   | McLain           |
|                           | <b>7.</b> | <b>RESOLUTIONS</b>  |                  |
| 4:15 PM<br>(5 min.)       | 7.1       | <b>Resolution No. 95-2231</b> , For the Purpose of Certifying That Tri-Met's Joint Complementary Paratransit Plan Update for 1996 Conforms to Metro's Regional Transportation Plan  | Kvistad          |
| 4:20 PM<br>(90 min.)      | 7.2       | <b>Resolution No. 95-2244</b> , For the Purpose of Amending Urban Reserve Study Areas   | McLain           |
| 5:50 PM<br>(10 Min.)      | <b>8.</b> | <b>COUNCILOR COMMUNICATIONS</b>   |                  |
| 6:00 PM                   |           | <b>ADJOURN</b>  |                  |

\* All times listed on the agenda are approximate; items may not be considered in the exact order listed.

**AGENDA ITEM 4.1**  
**Meeting Date: December 14, 1995**

**Consideration of Minutes for the December 7, 1995 Metro Council Meeting.**

**AGENDA ITEM 5.1**  
**Meeting Date: December 14, 1995**

**FHWA/FTA Certification Review briefing by Pat Levine of FTA (Seattle) and  
Fred Patron of FHWA (Salem).**

M E M O R A N D U M

600 NORTHEAST GRAND AVENUE PORTLAND, OREGON 97232 2736  
TEL 503 797 1700 FAX 503 797 1794



**METRO**

**Date:** December 4, 1995  
**To:** Metro Council  
**From:** Mike Burton, Executive Officer  
**Subject:** FHWA/FTA Certification Review; Council Presentation

In June of this year, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conducted a three-day Certification Review of the Portland-Vancouver Transportation Management Area (TMA). The review consisted of an evaluation of the transportation planning processes of Metro (Oregon portion of the TMA) and the Southwest Washington Regional Transportation Council (RTC, Washington portion of the TMA).

FHWA and FTA have subsequently released a draft report of their findings. As part of their process, they wish to present a summary of those findings to both JPACT and the Metro Council in December. As such, I am proposing to include their presentation in the Executive Officer Reports agenda at the December 14 meeting. They will make a similar presentation to JPACT earlier that day.

Attached for your review, please find a copy of the Draft Report and a memorandum from Andy Cotugno to me which responds to the report's corrective actions and recommendations. In sum, the following conclusions can be made regarding Metro's transportation planning process:

1. In most areas, Metro has met or exceeded the federal planning requirements and the report recognizes that fact.
2. Where a corrective action or recommendation has been identified, the concern has been or is being addressed.
3. The region remains eligible to expend federal funds.

On behalf of FHWA and FTA, we look forward to presenting their findings on December 14.

ACC:lmk

Attachments

cc: Andy Cotugno  
Mike Hoglund

M E M O R A N D U M

600 NORTHEAST GRAND AVENUE PORTLAND, OREGON 97232 2738  
TEL 503 787 1700 FAX 503 787 1784



**METRO**

Date: December 4, 1995  
To: Mike Burton, Executive Officer  
From: *AC* Andy Cotugno, Transportation Director  
Subject: FHWA/FTA Certification Review;  
Draft Report and Metro Response

Attached is the Portland/Vancouver Transportation Management Area Certification Review jointly prepared by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). This memorandum is the Metro staff response to the recommendations contained within the draft report.

As noted in the report, the review responds to ISTEA and federal Metropolitan Planning Rule requirements that direct FHWA and FTA to jointly review and evaluate the planning process for Metropolitan Planning Organizations (MPOs) within Transportation Management Areas (TMA) every three years. The Portland-Vancouver area TMA includes two MPOs: Metro and the Regional Transportation Council (RTC) of Southwest Washington.

*Metro Responses*

Responses pertain to FHWA/FTA corrective actions (denoted with a B) and recommendations (denoted with a C) identified for Metro within the draft report. Areas where Metro has met or exceeded expectations and RTC issues are not addressed.

Interagency  
Agreements

I.B.1 Metro should reaffirm, modify, or develop new required agreements, as necessary.

*Response:* Agreed. Metro has or will develop or revise planning agreements as spelled out in the Metropolitan Planning Rule.

I.B.2. Metro should finalize the agreement addressing air quality conformity in the portions of the nonattainment area outside the metropolitan boundary.

*Response: This agreement has been finalized.*

I.C.1. Although a Bi-State Agreement is not specifically required by the Metropolitan Planning Rule, the existing agreement should be updated, since it serves a useful purpose.

*Response: Metro and RTC will update the current agreement.*

#### Regional Transportation Plan (RTP)

VIII.B.1. Metro should complete the Plan and conformity analysis as soon as possible. The FHWA/FTA recognizes that Metro is working diligently toward this goal.

*Response: This action has been addressed. The Interim Federal RTP was adopted by Metro Council in July. The subsequent conformity determination has also been adopted in September and is expected to be approved by FHWA/FTA in December, 1995.*

VIII.B.2. The plan should identify the need for MISs (major investment studies) or planned MISs.

*Response: The Interim Federal RTP has identified current MIS projects underway in the Outstanding Issues section of Chapter 8. Analysis as part of the Phase II RTP update, which will include new or updated performance measures, will identify the need for other MISs.*

VIII.C.1. Metro should revise the draft MIS guidelines, as needed, and issue them in final form.

*Response: Final MIS guidelines will be released in late December or early January.*

#### Transportation Improvement Program (TIP)

IX.B.1. Metro should complete the TIP and conformity analysis as soon as possible. The FHWA/FTA recognizes that Metro is working diligently towards this goal.

*Response: The final programming action for the TIP, the allocation of the \$27 million 2040 Implementation Program was adopted by Metro Council in July. The subsequent preparation of the TIP was completed in November and submitted to FHWA/FTA. The subsequent TIP conformity determination was adopted in September and is expected to be approved by FHWA/FTA December, 1995.*

- IX.B.2. The TIP should clearly identify federal dollars and total cost.  
*Response: The FY 96 MTIP has delineated federal, state, and local share of total project costs by phase of work, by year, and by funding source.*
- IX.B.3. Metro should provide analysis/documentation for O&M costs. This was also requested during the IPR.  
*Response: Documentation of O&M costs is provided in the FY 96 MTIP at two locations. First, page nine discusses results of the 1993 State Pavement Management Survey and the Oregon Roads Finance Study. Second, Regional facilities preservation is included as a line item in Appendix F. Metro will work with ODOT and local jurisdictions to further identify O&M costs within the MTIP.*
- IX.B.4. ODOT should formalize its procedures with MPOs regarding TIP and STIP processing and notification of actions. This should be referenced in the Metro/ODOT agreement.  
*Response: Metro and ODOT staff have begun discussions on joint activities for TIP development. The \$27 million 2040 Implementation Program was a joint ODOT/Metro process. For the upcoming STIP/MTIP, Metro and ODOT will again develop a joint program, and in particular, define state and regional interests through a combined public process. This process and other joint processing actions will be included in our revised agreement.*
- IX.C.1. The TIP should summarize the project prioritization process. This was also requested during the IPR.  
*Response: Included in the FY 96 MTIP is a description of the overall Portland area project selection criteria. More specific discussions of regional priorities are included in the STP, CMAQ, and Transportation Enhancement areas.*
- IX.C.2. The TIP should include a list of projects from the previous TIP that were implemented or delayed.  
*Response: The FY 96 MTIP formally addresses both delays and implementation beginning on page 16.*
- IX.C.3. The TIP should summarize significant public comments that were received during the public review period.  
*Response: The Metro FY 96 MTIP addresses the eight month process for the allocation of the 2040 Implementation Program. Metro has documented for decision-makers the major public involvement topics and can include a summary in this Transportation Improvement Program, and will include the summary in future TIPs.*



Air Quality

XI.B.1. Metro should complete the conformity analysis on the Plan and TIP as soon as possible. The FHWA/FTA recognizes that Metro is working diligently towards this goal.

*Response: As noted above, the air quality conformity determination for both the RTP and TIP was adopted by the Metro Council in September and is expected to be approved by FHWA/FTA December, 1995.*

Public Involvement

XII.C.1 Metro should consider whether meeting times, locations, and committee representation is sensitive to the needs of lower income or transit dependent groups.

*Response: Metro staff agree with this comment and is actively pursuing lower income and transit dependent involvement. For example, in response to citizen groups, many meetings/workshops are being held on Saturdays to provide for those who may work evening or afternoon weekday schedules. Metro is also hosting a number of events within neighborhoods, thus increasing outreach to divergent groups. The Metro building itself was, in part, centrally located in order to provide as much access as possible. Also, Metro provides for disabled person access to and involvement in meetings through accessible meeting facilities and sound systems for the hard of hearing.*

*Further, transportation planning public involvement staff has been working with a selected list of interest groups which do not commonly participate in transportation, growth management, and other Metro issues. The goal is to develop contacts within these groups for information sharing and committee recruitment. Staff is also proposing that as committee membership is solicited, relevant socio/economic/ethnic/age background information is requested in order that committee can better reflect the community at large.*

15 Planning Factors

XIII.B.1. Tri-Met's TDP (Transit Development Plan) does not provide an adequate basis for transit capital projects. Since Metro is responsible for the transportation planning process in the Portland metropolitan area, they should work with Tri-Met to correct this deficiency.

*Response: Metro and Tri-Met are continuing to jointly develop the RTP Transit System as part of the RTP Phase II update. Included in the work program is the identification of capital needs as part of the financially*

Mike Burton  
December 4, 1995  
Page 5

*constrained system. Consistent with system goals and objectives, a list of capital needs will be developed for inclusion in the TDP.*

**XIII.C.1.** Metro should summarize how they are addressing the 15 Factors in an appendix to the Plan (see RTC's matrix).

**Response:** *Metro agreed at the IPR that the RTC approach was excellent. Metro will prepare such an appendix to the Interim Federal RTP.*

**MB:lmk**

**Attachment**



U.S. DEPARTMENT OF TRANSPORTATION

DEC 1 1995

November 30, 1995  
IN REPLY REFER TO

Mr. Andrew Cotugno  
Transportation Director  
Metro  
600 N.E. Grand Avenue  
Portland, OR 97232

Mr. Dean Lookingbill  
Transportation Director  
S.W. Washington Regional  
Transportation Council  
1351 Officer's Row  
Vancouver, WA 98661

Re: Portland/Vancouver  
Planning Certification Report

Dear Messrs. Cotugno and Lookingbill:

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are pleased to submit for your information and use our final certification review report. As you are aware, FHWA/FTA conducted a joint certification review of the Portland/Vancouver area transportation planning process June 19-22, 1995. A draft report describing the findings of the federal review was provided for comment.

The report describes our observations and findings and includes specific recommendations for improvements. We are scheduled to make a joint FHWA/FTA presentation of the report findings and recommendations before the RTC Board on December 5, 1995 and 4:00 p.m. and before JPACT on December 14 at 7:15 a.m. and the Metro Council on December 14 at 2:00 p.m.

We would like to thank you and your staffs for their time and assistance during our review. Our overall impression from our review is that the planning process is of high caliber and is continuing, cooperative and comprehensive.

Please contact Bill Kappus (FHWA) on (360) 753-9485, Fred Patron (FHWA) on (503) 399-5749 or Patricia Levine (FTA) on (206) 220-7954 if you have any questions regarding this review or regarding the specific details for the presentation and discussion at the meetings indicated above.

Portland/Vancouver Planning  
Certification Report  
Page Two

Sincerely,

*Patricia Levine*

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Patricia Levine  
Acting Regional Administrator  
Federal Transit Administration

*Bill Fong*

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for Gene K. Fong  
Division Administrator  
FHWA Washington Division

*Robert G. Clour*

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Robert G. Clour  
Division Administrator  
FHWA Oregon Division

Enclosure

# Portland/Vancouver Transportation Management Area Certification Review

## INTRODUCTION

The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Metropolitan Planning Rule (23 CFR 450.334) require that the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly review and evaluate the transportation planning process for each Transportation Management Area (TMA) (urbanized areas with a population greater than 200,000) no less than every three years.

The FHWA and FTA conducted a certification review of the transportation planning process in the Portland/Vancouver TMA from June 19 to 22, 1995. The TMA is composed of two metropolitan planning organizations (MPO's): Metro in Portland, Oregon and the Southwest Regional Transportation Council (RTC) in Vancouver/Clark County, Washington. The review included joint opening and closing sessions (where both MPO's attended), as well as individual sessions with each MPO. Meetings were also held with elected officials and invited citizens. A list of attendees at each session is attached to this report.

The major planning issue facing the TMA is rapid regional growth. There is significant travel demand between the two MPO's, and therefore, across state boundaries. Approximately one-third of Clark County's work force commutes to Oregon, with approximately 10,000 to 15,000 Oregon residents commuting to Clark County. Interstate 5 is operating at capacity during increasingly longer peak periods. Additionally, the Portland/Vancouver area is recognized as a single air quality maintenance area (AQMA) and is classified as nonattainment for ozone and carbon monoxide. RTC and Metro have responded cooperatively to these regional issues with a variety of sophisticated planning programs.

In 1992, an Independent Planning Review (IPR) was conducted by the FHWA/FTA for the Portland metropolitan area (copies are available from The FHWA). Outstanding issues from that review are also addressed in this report.

## RESULTS of the PLANNING REVIEW

The transportation planning process in Portland/Vancouver TMA is certified subject to corrective actions.

RTC and Metro have clearly demonstrated that both MPO's contribute to a continuing, cooperative, and comprehensive transportation planning process. Following are findings, corrective actions, and recommendations based on the meetings held from June 19 to 22, 1995 as well as a previous review of planning documents provided by each MPO.

*Findings* are statements of fact based on the FHWA/FTA observations during the site visit or made during the review of planning documents. *Corrective actions* are areas where action needs to be taken to correct a regulatory deficiency. *Recommendations* are areas that could be improved, but do not represent a regulatory deficiency.

The conclusions of the review are presented below, generally in the order they were discussed with each MPO.

### RTC & METRO

#### I. Agreements

##### A. Findings

1. Bi-state coordination between the MPO's is commendable and demonstrates substantial improvement since the 1992 IPR.
2. RTC's agreements were developed soon after ISTEA was passed and have incorporated many of ISTEA's principles.
3. The majority of Metro's agreements are old and may not meet current requirements.
4. Both MPO's have agreements that are in draft form and need to be finalized.

##### B. Corrective Actions

1. Metro should reaffirm, modify, or develop new required agreements as necessary.
2. Metro should finalize the agreement addressing conformity in the portions of the nonattainment area outside the metropolitan area boundary.
3. RTC should finalize the agreement with Washington State Department of Transportation (WSDOT).

##### C. Recommendations

1. Although a Bi-State Agreement is not specifically required by the Metropolitan Planning Rule, the existing agreement should be updated, since it serves a useful purpose.

## RTC

### II. Metropolitan Transportation Plan

#### A. Findings

1. RTC has adopted a Metropolitan Transportation Plan that meets the requirements of the regulations. It was one of the few Plans in the State that was considered complete by the regulatory deadline.
2. RTC's alternative scenario analysis is noteworthy as it describes the existing, no build, and build networks in a concise tabular format that can be easily read and understood by the public.

#### B. Corrective Actions - None.

#### C. Recommendations

1. The presentation of financial constraint analysis could be expanded. A more detailed analysis of how revenues are estimated is needed. The Metropolitan Planning Rule provides specific guidance on financial plans (preamble page 58060, 1st column). RTC should provide analysis/documentation of operation and maintenance (O&M) costs.
2. RTC should include substantive information from C-Tran's Transportation Development Plan (TDP) in the Plan, rather than just referencing it. Transit financing information should be included in a format consistent with the highway analysis.
3. RTC should develop MIS procedures and describe them in the Plan. The FHWA/FTA is aware that WSDOT is developing MIS procedures, therefore, it may be wise for RTC to wait until these are available before developing their own procedures. RTC should review Metro's MIS procedures, which are very good and may be useful.
4. The Plan should include more specific policy recommendations, actions, or implementation measures especially for new ISTEA subjects like non-motorized travel, freight, transportation demand management measures (TDMs)—and address how these subjects are incorporated into the planning process. During the next certification review, the FHWA/FTA would expect to see these subjects explicitly addressed in the Plan.
5. RTC should identify and discuss transportation enhancement activities in the Plan.

### III. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

#### A. Findings

1. RTC's definition of a TIP amendment is more stringent than federal regulations, and results in more frequent State TIP (STIP) amendments than are required.

2. RTC's project selection procedure provides for project selection of the first two years of TIP projects. This practice may result in over programming, as in fact, two years of funds appear to be available in year one. For example, if a project is moved from year two to year one without a corresponding move of another project from year one to year two, year one is no longer fiscally constrained. In addition, the State of Washington manages the program on a statewide basis. As this is practiced, the State may obligate more funds in one urbanized area than are programmed in year one in that area, resulting in not all funds that are programmed in another urbanized area being available in that area. The State obligates funds on a first come, first serve basis. This practice can result in priority projects for an urbanized area not being funded in the year in which they were programmed. In addition to the over programming issue, this also creates a public disclosure issue, i.e., the public should know whether RTC is able to deliver the project in the TIP in the year programmed.
3. RTC's project prioritization process is very good.

#### B. Corrective Actions

1. RTC should clarify its project selection procedures for each funding category. While multiple-year project selection is not encouraged, if it is employed, there must be full disclosure in the TIP and STIP of the fact that implementation of projects in the year programmed cannot be guaranteed. All participants must agree with the process, financial constraint must be maintained by year and by funding category, TCM priority must be maintained for each non-attainment area, and care must be taken that conformity is not violated as projects are advanced. In addition, project selection actions must be consistent with an open public involvement process and, to the extent possible, should follow the priorities set within the federally approved STIP.
2. RTC should provide analysis/documentation for O&M costs. The TIP should show that funds are adequate for O&M needs, and if not, explain why.

#### C. Recommendations

1. RTC's project selection procedure should be modified so that when a project is moved from year two to year one, project(s) equaling the same amount of funds should be moved from year one to year two in order to maintain fiscal constraint. RTC's TIP and the Washington STIP should fully disclose how the program is managed and that in any given MPO the funds programmed may not be available in the year programmed due to the statewide management on a first come, first serve basis.
2. The TIP should summarize significant public comments that were received during the public review period.



D. Comment

1. RTC should be aware that funding estimates provided by the State include unobligated balances that are incorrect for determining annual programs. Annual programs should be limited to estimates of annual apportionments. This may mean that the STIP is not financially constrained. The FHWA/FTA will discuss this further with WSDOT.

IV. CONGESTION MANAGEMENT SYSTEM (CMS)

A. Findings

1. RTC is a leader in the state in developing and implementing their CMS.

B. Corrective Actions - None.

C. Recommendations - None.

V. AIR QUALITY

A. Findings

1. There has been significant improvement on bi-state coordination of air quality programs.
2. RTC is performing its own modeling for air quality and travel demand forecasting.
3. RTC is conducting project conformity analysis for their member jurisdictions.

B. Corrective Actions - None.

C. Recommendations - None.

VI. PUBLIC INVOLVEMENT

A. Findings

1. RTC has adopted a public involvement policy that meets the minimum requirements of the Metropolitan Planning Rule. However, RTC's public involvement activities actually go beyond the requirements of this policy.

B. Corrective Actions - None.

C. Recommendations

1. RTC should document their actual public involvement and public outreach activities (since they go beyond the basic requirements of their public involvement policy) so this information is available to the public and interested agencies.
2. RTC could develop a menu of public involvement techniques to be included in the public involvement policy during the next cyclic review. This "menu" could be kept as an internal notebook.

## **VII. 15 FACTORS**

### **A. Findings**

1. The 15 Factors are successfully incorporated into RTC's Transportation Plan.
2. RTC's 15 Factor summary matrix, which was prepared as an exhibit for the certification review meetings, is very useful.

### **B. Corrective Actions - None:**

### **C. Recommendations**

1. RTC could include the 15 Factor summary matrix in the Plan.

## **Metro**

## **VIII. REGIONAL TRANSPORTATION PLAN**

### **A. Findings**

1. Metro's 2040 process has significantly enhanced the transportation planning process and contributed to a strong linkage between transportation, land use, and air quality.
2. Metro does not have a conforming Plan that meets the requirements of the regulations. However, the process for developing the Plan is very good and is expected to result in a high quality product.
3. The Plan does not identify where MISs might be needed. However, Metro has developed draft MIS guidelines, which should result in a high quality process for Metro, as well as provide a useful model for other MPO's.
4. Metro has done a good job demonstrating financial constraint. The Plan includes both a constrained and a preferred (or "vision") network which allows Metro to show the difference between their transportation vision and a financially constrained program. Although federal requirements do not require the development of preferred network, it is a useful tool for Metro and responds to issues raised during the IPR.

### **B. Corrective Actions**

1. Metro should complete the Plan and conformity analysis as soon as possible. The FHWA/FTA recognizes that Metro is working diligently towards this goal.
2. The Plan should identify the need for MISs or planned MISs.

### **C. Recommendations**

1. Metro should revise the draft MIS guidelines, as needed, and issue them in final form.

## IX. TIP

### A. Findings

1. Metro does not have a conforming TIP that meets the requirements of the regulations.
2. In the past, communication problems between Metro and the Oregon Department of Transportation (ODOT) have resulted in delays in approving the STIP and in processing STIP amendments.
3. As requested during the IPR, Metro has addressed "preservation of existing facilities."

### B. Corrective Actions

1. Metro should complete the TIP and conformity analysis as soon as possible. The FHWA/FTA recognizes that Metro is working diligently towards this goal.
2. The TIP should clearly identify federal dollars and total cost.
3. Metro should provide analysis/documentation for O&M costs. This was also requested during the IPR.
4. ODOT should formalize its procedures with MPO's regarding TIP and STIP processing and notification of actions. This should be referenced in the Metro/ODOT agreement.

### C. Recommendations

1. The TIP should summarize the project prioritization process. This was also requested during the IPR.
2. The TIP should include a list of projects from the previous TIP that were implemented or delayed.
3. The TIP should summarize significant public comments that were received during the public review period.

## X. CMS

### A. Findings

1. Metro has a very good approach to meeting the requirements for the interim CMS.
2. Metro has adequately responded to comments made during the IPR to address management systems.

B. Corrective Actions - None.

C. Recommendations - None.

## **XI. AIR QUALITY**

### **A. Findings**

1. Metro is recognized as a national leader in travel demand forecasting and air quality modeling, as was noted during the IPR.
2. Metro does not have a conforming Plan or TIP.
3. Metro conducts the conformity analysis for the portion of the nonattainment area in Washington County that is outside the MPO boundary.

### **B. Corrective Actions**

1. Metro should complete the conformity analysis on the Plan and TIP as soon as possible. The FHWA/FTA recognizes that Metro is working diligently towards this goal.

### **C. Recommendations - None.**

## **XII. PUBLIC INVOLVEMENT**

### **A. Findings**

1. Metro's public involvement activities are exemplary. Metro's efforts were also commended during the IPR.
2. The representation and comments at the citizen session demonstrates Metro is doing a good job on public involvement.
3. There was some concern voiced during the citizen session that some of Metro's public involvement processes are not sensitive to lower income or transit dependent groups in terms of meeting times, locations, and committee representation.

### **B. Corrective Actions - None.**

### **C. Recommendations**

1. Metro should consider whether meeting times, locations, and committee representation is sensitive to the needs of lower income or transit dependent groups.

## **XIII. 15 FACTORS**

### **A. Findings**

1. Metro has addressed the 15 Factors in the planning process.

**B. Corrective Actions**

1. Tri-Met's TDP does not provide an adequate basis for transit capital projects. Since Metro is responsible for the transportation planning process in the Portland metropolitan area, they should work with Tri-Met to correct this deficiency.

**C. Recommendations**

1. Metro should summarize how they are addressing the 15 Factors in an appendix to the Plan (see RTC's matrix).

**AGENDA ITEM 5.2**  
**Meeting Date: December 14, 1995**

**Informational briefing related to the Comprehensive Annual Financial Report for  
the Year Ended June 30, 1995.**

**AGENDA ITEM 5.3**  
**Meeting Date: December 14, 1995**

**Informational briefing on Metro Receiving a Federal grant for the U.S.  
Environmental Protection Agency for Clackamas River Watershed Technical  
Project.**

AGENDA ITEM 6.1  
Meeting Date: December 14, 1995

**Ordinance No. 95-626, Amending the FY 1995-96 Budget and Appropriations Schedule by Transferring \$90,000 From the Spectator Facilities Fund Contingency to the Performing Arts Center Personal Services to Add Four New Positions to Meet Unforeseen Increased Work Loads; and Declaring an Emergency.**



## STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 95-626 AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING \$90,000 FROM THE SPECTATOR FACILITIES FUND CONTINGENCY TO THE PERFORMING ARTS CENTER PERSONAL SERVICES TO ADD FOUR NEW POSITIONS TO MEET UNFORESEEN INCREASED WORK LOADS; AND DECLARING AN EMERGENCY.

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Date: November 15, 1995

Presented by: Heather Teed

### FACTUAL BACKGROUND AND ANALYSIS

On November 8, 1995, the Metropolitan Exposition-Recreation Commission passed Resolution No. 95-50, approving an amendment to the FY 1995-96 adopted budget for submittal to the Metro Council for consideration. The amendment authorizes the reclassification of two existing positions, the addition of four new full time positions beginning January 1, 1996, and the transfer of \$90,000 from the Spectator Facilities Fund Contingency to personal services in the Performing Arts Center. A copy of MERC Resolution 95-50 is attached.

The PCPA has been functioning with a "bare-bones" staff for a number of years. During this time, the number of events, as well as the sophistication of those events has grown requiring more management time in the halls as events are taking place as well as increased service to the promoter. With the increase in the number of ticketed events, the PCPA has "out-grown" its current staffing service levels. In consideration of the unforeseen work load being experienced in FY 1995-96, and the projection for this work load to continue, MERC is requesting approval for early implementation of a staffing proposal included in the FY 1996-97 requested budget.

The staffing proposal includes the reclassification of two existing positions and the addition of four full time positions as follows:

- Reclassify the Technical Services Manager to Operations Manager
- Reclassify the Assistant Technical Services Manager to Assistant Operations Manager
- Add one full time Stage Manager
- Add one full time Operations System Assistant
- Add one full time Operations Engineer
- Add one full time Ticket Services Supervisor

All position requests are currently under review by the Personnel Division for appropriate classification title and level. Adjustments to the titles shown above may be made pending final Personnel recommendations. The Personnel Requests and justifications submitted with MERC Resolution 95-50 are attached.

The staffing reorganization is proposed to be implemented January 1, 1996. Although the four new positions are full time, they are shown as 0.50 FTE each to reflect the mid-year start

date. The anticipated six month budget impact for the staffing proposal is estimated at \$90,000. This action requests the transfer of \$90,000 from the Spectator Facilities Fund Contingency to personal services in the Performing Arts Center to fund the proposal.

## METROPOLITAN EXPOSITION-RECREATION COMMISSION

## RESOLUTION NO. 95-50

Authorizing the approval of two position reclassifications, 4 position additions and an amendment to the FY 1995-96 Adopted Budget for the Portland Center for the Performing Arts (Spectator Facilities Fund).

The Metropolitan Exposition-Recreation Commission finds that it is necessary to do the following at the PCPA:

- Reclassify the Technical Services Mgr. to Operations Mgr.
- Reclassify the Asst. Tech. Services Mgr. to Asst. Ops. Mgr.
- Add 1.0 FTE Stage Manager
- Add 1.0 FTE Operations System Assistant
- Add 1.0 FTE Operations Engineer
- Add 1.0 FTE Ticket Services Supervisor

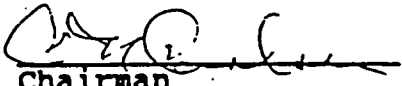
Further, the Metropolitan Exposition-Recreation Commission finds that the following budget amendment is necessary:

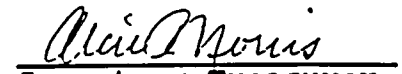
|                    | <u>Adopted</u><br><u>Budget</u> | <u>Amendment</u> | <u>Revised</u><br><u>Budget</u> |
|--------------------|---------------------------------|------------------|---------------------------------|
| Salaries-full time | \$573,811                       | \$ 51,000        | \$624,811                       |
| Wages-full time    | \$402,273                       | \$ 21,000        | \$423,273                       |
| Fringe Benefits    | \$708,237                       | \$ 18,000        | \$726,237                       |
| Contingency        | \$140,000                       | \$ 90,000        | \$ 50,000                       |

## BE IT THEREFORE RESOLVED:

That the Metropolitan Exposition-Recreation Commission approves the above position reclassifications, additions and associated budget amendment and submits them to the Metro Council.

Passed by the Commission on November 8, 1995.

  
Chairman

  
Secretary-Treasurer

Approved as to Form:  
Daniel B. Cooper, General Counsel

By:   
Mark B. Williams  
Senior Assistant Counsel

Budget Personnel Request -- Operations Manager & Assistant  
Operations Manager 10/16/95

**Action Requested:**

Reclassify existing Technical Services Manager and Assistant  
Technical Services Manager.

**Duties and Responsibilities:**

As defined in existing job descriptions.

**Justification:**

The title of the Department is simplified by deleting Technical Services, which is understood in the theatre industry, but not to the many people who are greeted over the phone with a long, confusing name. The title becomes the Operations Department, comparable to that for OCC. The budget contains reclassifications for Jody Anderson and Shawn Rogers in recognition of the expanded scope of responsibility that shifted in 1993 to that unit with the reorganization after the transfer of the Coliseum. The Department formerly handled only stage-related matters (labor, purchasing, capital improvements thereon). The Coliseum staff managed engineers, maintenance, event set-up, custodial staff, payments for materials and services, and capital improvements to the buildings. When this significant addition in work responsibility transferred to PCPA, there was no recognition of change in responsibility, title and compensation for Jody and Shawn. With the addition of the Stage Manager position, plus recognition of current scope of responsibility, this change in classification establishes the appropriate gradations in the Department.

Budget Personnel Request -- Stage Manager 10/16/95

Action Requested:

Add a new Stage Manager position to the PCPA Operations Department.

Duties and Responsibilities:

(Jody to supply)

Justification:

Since FY 1992-93, PCPA Management has requested additional resources for operation and management of the complex stage facilities in the four theatres. Each year this need has been deferred, in order to keep operating costs as low as possible. However, the significant growth in events presented both by non-profit constituent organizations, and by commercial presenters, has raised the need to an urgent level. In addition to property management of 325,000 SF of sophisticated operating space in three buildings, the Operations Department must provide many services to facility users/promoters: cost estimates for facility and stage hand labor charges; developing labor calls for load-in, load-out and run of the production; managing utilization of stage and back-stage spaces by adjacent events; supervising use of house equipment including stage lighting, rigging, sound systems; supervising installation of show-provided systems and their integration with facilities of the house; monitoring stage labor performance and accounting; cost accounting and documentation for event settlements.

With the increase in major shows at both Civic Auditorium and Arlene Schnitzer Concert Hall, plus growth in season activity for non-profit organizations, it is no longer feasible to provide management and supervision of stages throughout the business day and night of performance, as required. The addition of this position will allow the department to deploy management resources to provide responsible coverage of stage resources in the four theatres, and night, and on week ends, as needed.

Budget Personnel Request -- Operations Systems Accountant 10/16/95

Action Requested:

Add a new Operations Systems Accountant position to the PCPA Operations Department.

Duties and Responsibilities:

(Jody to supply)

Justification:

Since FY 1992-93, PCPA Management has requested additional resources for administration of Operations Department payroll, materials and services purchasing, and staff scheduling. Each year this need has been deferred, in order to keep operating costs as low as possible. However, the significant growth in commercial shows, sometimes scheduling simultaneous full-week engagements at Civic and ASCH Theatres, and particularly "yellow card" mega-hits, has raised the need to an urgent level. The thin administrative resources of the Operations Department have been strained to the breaking point, necessitating full-time use of skilled personnel obtained through approved temporary labor agencies.

The week-long, 8-show engagements of commercial touring shows generate a huge volume of accounting and scheduling work -- to accommodate the events, to "turn-over" the theatre after each performance to make the facility ready for the next show (sometimes two per day), and to provide accounting and documentation for show settlement on Sunday night of each week. Close scheduling of events at Civic Auditorium creates complexities in crew calls for stagehand labor, necessitating careful consideration of provisions in labor contracts as they affect payroll and reimbursement by show promoters. Stage labor has been added to the Kronos timeclock system, in an effort to automate record keeping on hours of work; the scheduling features of this system will also be employed to plan and manage the work of facility employees (full and part-time), as well as part-time stagehand labor.

The requested new Operations Systems Accountant will be responsible for a major portion of the work load described above; it is proposed as a salaried position, with adjustable work schedule to be compatible with the activities of Civic Auditorium, and other PCPA facilities. The addition of this position will provide the staff resources required for accurate payment and reimbursement of more than \$1.5 million in labor and related costs of the Operations Department.

Action Requested:

Increase the full-time staff of the Operations Department by the addition of one Operating Engineer; there are two existing positions of this title in the PCPA Department.

Duties and Responsibilities:

The job classification already exists, with description of defined responsibilities, authority, and qualifications. The request merely increases the number of persons in the job classification from two (2) to a total of three (3).

Justification:

Since FY 1992-93, analysis has shown that additional resources were needed to provide responsible operating engineer services in the three buildings and four theatres of the Performing Arts Centers. Each year this need has been deferred, in order to keep operating costs at the lowest possible level. However, the significant growth in events presented both by non-profit constituent organizations, and by commercial presenters, has raised the need to an urgent level. This position is responsible for operation and maintenance of the complex systems of each building: electrical, plumbing, HVAC, elevators, life safety, etc. Each of the buildings has its own personality and requirements, based on age and usage. A major failure in any of the major systems could lead to cancellation of one or more events.

Activity in the theatres begins early in the morning, and runs through the late hours with evening performances -- every day of the week. It is essential that a full-time operating engineer be on duty at critical hours, and supplemented by part-time staff for the remainder of the operating hours for each hall. With growth to three operating engineers, management will be able to deploy resources for one position to have principal responsibility for each of the buildings; this means that the heavily used Civic Auditorium will have its own operating engineer. With heavy use of each building, it is critical to perform preventive maintenance or emergency repairs in a timely and cost-effective manner, utilizing in-house or outside contract resources. Without the addition of this position, the Operations Department cannot provide the coverage of buildings and hours of events booked and scheduled in the buildings.

**Action Requested:**

Increase the full time staff of the PCPA Ticket Services Department by the addition of one Ticket Center Supervisor; there are four existing positions of this title in the PCPA Department.

**Duties and Responsibilities:**

The job classification already exists, with defined description of responsibilities, authority, and qualifications. The request merely increases the number of persons in the job classification from four (4) positions to a total of five (5).

**Justification:**

For several years, through to the end of 1993, the Ticket Services Department included a telephone ticket sales and information section, in addition to three ticket sales box offices (the central box office is integrated with the administrative offices of the Ticket Services Department). In conjunction with approval of the PCPA Business Plan in early 1994 and emergency cost reduction actions, the telephone sales room was closed, and 10 part-time staff laid off. In addition, the hours for operation of the Civic Auditorium box office were reduced to only those days when an event was occurring in that hall, reducing the use of part-time ticket sales and supervisory personnel. The Arlene Schnitzer Concert Hall box office continued to operate only when an event was occurring there. This scaled back operation has saved money, and has reduced ticket services to the event promoters, constituent users and the public.

In 1994, efforts to increase commercial business at Civic Auditorium showed results, with MERC approval of two multi-year agreements for Broadway touring shows with 8 performances per week (maximum potential 24,000 tickets/week x 10 weeks = 240,000 tickets). In addition, "Miss Saigon" was booked for 5 weeks (24,000 tickets x 5 weeks = 120,000 tickets), and "Angels in America" was booked for 2 weeks (maximum capacity 22,200/week x 2 = 44,400 tickets). These bookings, plus growth in performances by non-profit constituent performing arts organizations, have put significant strain on a reduced staff which is responsible for a number of transactions in addition to direct ticket sales: preparing or approving ticket manifests for each event in each of the four theatres; daily accounting and settlements on the shows; arrangements for significantly more demand in special seating (sign interpreted performances, wheelchair locations, other special needs); solving particular audience problems (duplicates, wrong date, wrong performance, etc); and service to promoters of the shows. The commercial events necessitate operation of Civic Auditorium Ticket Office on day of performance -- requiring more personnel time.

The high volume of transactions flowing through Ticket Services is expected to continue for the foreseeable future. Even with maximum utilization of part-time Ticket Supervisor resources, it is not feasible to perform the work required to service the increased business activity. Therefore, it is necessary that one additional full-time Ticket Supervisor position be added to the department.



BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1995-96 )  
BUDGET AND APPROPRIATIONS )  
SCHEDULE BY TRANSFERRING \$90,000 )  
FROM THE SPECTATOR FACILITIES FUND )  
CONTINGENCY TO THE PERFORMING ARTS )  
CENTER PERSONAL SERVICES TO ADD )  
FOUR NEW POSITIONS TO MEET )  
UNFORESEEN INCREASED WORK LOADS; )  
AND DECLARING AN EMERGENCY )

ORDINANCE NO. 95-626

Introduced by  
J. Ruth McFarland,  
Presiding Officer

WHEREAS, The Metro Council has reviewed and considered the need to transfer appropriations with the FY 1995-96 Budget; and

WHEREAS, The need for a transfer of appropriation has been justified; and

WHEREAS, Adequate funds exist for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS;

1. That the FY 1995-96 Budget and Schedule of Appropriations are hereby amended as shown in the column titled "Revision" of Exhibits A and B to this Ordinance for the purposes transferring \$90,000 from the Spectator Facilities Fund Contingency to the Performing Arts Center personal services and adding four new full time positions beginning January 1, 1996.

2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this \_\_\_\_ day of \_\_\_\_\_, 1995.

\_\_\_\_\_  
J. Ruth McFarland, Presiding Officer

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Daniel B. Cooper, General Counsel

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**Exhibit A**  
**Ordinance No. 95-626**

| FISCAL YEAR 1995-96                              |  | CURRENT BUDGET |                  | REVISION    |               | PROPOSED BUDGET |                  |
|--|--|----------------|------------------|-------------|---------------|-----------------|------------------|
| ACCT #   | DESCRIPTION  | FTE            | AMOUNT           | FTE         | AMOUNT        | FTE             | AMOUNT           |
| <b>Spectator Facilities Operating Fund</b>       |  |                |                  |             |               |                 |                  |
| <b>Civic Stadium Operations</b>                  |  |                |                  |             |               |                 |                  |
| <b>TOTAL CIVIC STADIUM EXPENDITURES</b>          |  | <b>17.41</b>   | <b>2,134,196</b> | <b>0.00</b> | <b>0</b>      | <b>17.41</b>    | <b>2,134,196</b> |
| <b>Performing Arts Center Operations</b>         |  |                |                  |             |               |                 |                  |
| <u>Personal Services</u>                         |  |                |                  |             |               |                 |                  |
| 511121   | SALARIES-REGULAR EMPLOYEES (full time)                     |                |                  |             |               |                 |                  |
|  | PCPA Director  | 1.00           | 68,575           |             | 0             | 1.00            | 68,575           |
|  | Sales Representative                                       | 1.00           | 40,369           |             | 0             | 1.00            | 40,369           |
|  | Event Services Manager                                     | 1.00           | 44,299           |             | 0             | 1.00            | 44,299           |
|  | Asst Operations Mgr (formerly Asst Technical Services Mgr) | 1.00           | 42,127           |             | 2,500         | 1.00            | 44,627           |
|  | Building Maintenance Supervisor                            | 1.00           | 34,592           |             | 0             | 1.00            | 34,592           |
|  | Ticket Service Manager                                     | 1.00           | 42,432           |             | 0             | 1.00            | 42,432           |
|  | Ticket Service Supervisor II                               | 4.00           | 134,157          | 0.50        | 14,000        | 4.50            | 148,157          |
|  | Volunteer Coordinator                                      | 1.00           | 33,724           |             | 0             | 1.00            | 33,724           |
|  | Development Project Manager                                | 0.32           | 19,008           |             | 0             | 0.32            | 19,008           |
|  | Admissions Scheduling Coordinator                          | 0.45           | 14,840           |             | 0             | 0.45            | 14,840           |
|  | Operations Manager (formerly Technical Services Mgr)       | 1.00           | 51,639           |             | 2,500         | 1.00            | 54,139           |
|  | Stage Manager  |                | 0                | 0.50        | 18,000        | 0.50            | 18,000           |
|  | Operations System Assistant                                |                | 0                | 0.50        | 14,000        | 0.50            | 14,000           |
|  | Senior House Manager                                       | 1.00           | 38,458           |             | 0             | 1.00            | 38,458           |
|  | Construction/Capital Projects Manager                      | 0.10           | 6,006            |             | 0             | 0.10            | 6,006            |
|  | Security Services Supervisor                               | 0.06           | 1,925            |             | 0             | 0.06            | 1,925            |
|  | Assistant Security Services Supervisor                     | 0.06           | 1,660            |             | 0             | 0.06            | 1,660            |
| 511221   | WAGES-REGULAR EMPLOYEES (full time)                        |                |                  |             |               |                 |                  |
|  | Utility Lead   | 3.00           | 90,378           |             | 0             | 3.00            | 90,378           |
|  | Receptionist   | 1.00           | 26,384           |             | 0             | 1.00            | 26,384           |
|  | Administrative Secretary                                   | 1.00           | 29,142           |             | 0             | 1.00            | 29,142           |
|  | Secretary  | 2.00           | 54,114           |             | 0             | 2.00            | 54,114           |
|  | Facility Security Agent                                    | 2.00           | 53,093           |             | 0             | 2.00            | 53,093           |
|  | Operating Engineer   | 2.00           | 81,014           | 0.50        | 21,000        | 2.50            | 102,014          |
|  | Bookkeeper   | 1.00           | 27,035           |             | 0             | 1.00            | 27,035           |
|  | Event Services Clerk                                       | 0.45           | 9,756            |             | 0             | 0.45            | 9,756            |
|  | Booking Coordinator  | 1.00           | 31,357           |             | 0             | 1.00            | 31,357           |
| 511225   | WAGES-REGULAR EMPLOYEES (part time)                        |                |                  |             |               |                 |                  |
|  | Security/Medical Workers                                   | 0.77           | 18,795           |             | 0             | 0.77            | 18,795           |
|  | Ticket Sellers/Supervisors                                 | 5.50           | 103,917          |             | 0             | 5.50            | 103,917          |
|  | House Mangers/Coat Check/Elevator Op                       | 2.68           | 92,091           |             | 0             | 2.68            | 92,091           |
|  | Event Custodians   | 5.03           | 96,314           |             | 0             | 5.03            | 96,314           |
|  | Engineers  | 1.43           | 54,876           |             | 0             | 1.43            | 54,876           |
|  | Checkroom Attendants                                       | 2.26           | 41,532           |             | 0             | 2.26            | 41,532           |
| 511255   | WAGES-REGULAR EMP REIMBURSED (part-time)                   |                |                  |             |               |                 |                  |
|  | Stagehands   | 28.99          | 946,240          |             | 0             | 28.99           | 946,240          |
|  | Security/Medical   | 4.35           | 106,855          |             | 0             | 4.35            | 106,855          |
|  | Elevator Operators   | 1.56           | 24,755           |             | 0             | 1.56            | 24,755           |
|  | Admissions Supervisors                                     | 1.16           | 26,926           |             | 0             | 1.16            | 26,926           |
|  | Gate Attendants  | 4.33           | 78,016           |             | 0             | 4.33            | 78,016           |
|  | Ushers   | 24.97          | 349,086          |             | 0             | 24.97           | 349,086          |
| 511400   | OVERTIME   |                | 35,500           |             | 0             |                 | 35,500           |
| 512000   | FRINGE   |                | 708,237          |             | 18,000        |                 | 726,237          |
| <b>Total Personal Services</b>                   |  | <b>110.47</b>  | <b>3,659,224</b> | <b>2.00</b> | <b>90,000</b> | <b>112.47</b>   | <b>3,749,224</b> |
| <b>Total Materials &amp; Services</b>            |  |                | <b>1,311,123</b> |             | <b>0</b>      |                 | <b>1,311,123</b> |
| <b>Total Capital Outlay</b>                      |  |                | <b>150,000</b>   |             | <b>0</b>      |                 | <b>150,000</b>   |
| <b>TOTAL PERFORMING ARTS CENTER EXPENDITURES</b> |  | <b>110.47</b>  | <b>5,120,347</b> | <b>2.00</b> | <b>90,000</b> | <b>112.47</b>   | <b>5,210,347</b> |

Exhibit A  
Ordinance No. 95-626

| FISCAL YEAR 1995-96                                 |                        | CURRENT BUDGET |                  | REVISION    |          | PROPOSED BUDGET |                  |
|---|------------------------|----------------|------------------|-------------|----------|-----------------|------------------|
| ACCT #  | DESCRIPTION            | FTE            | AMOUNT           | FTE         | AMOUNT   | FTE             | AMOUNT           |
| <b>Spectator Facilities Operating Fund</b>          |                        |                |                  |             |          |                 |                  |
| <b>General Expenses</b>                             |                        |                |                  |             |          |                 |                  |
| <u>Total Interfund Transfers</u>                    |                        |                | 710,464          |             | 0        |                 | 710,464          |
| <u>Contingency and Unappropriated Balance</u>       |                        |                |                  |             |          |                 |                  |
| 599999  | Contingency            |                | 237,601          |             | (90,000) |                 | 147,601          |
| 599990  | Unappropriated Balance |                | 1,692,013        |             | 0        |                 | 1,692,013        |
| <u>Total Contingency and Unappropriated Balance</u> |                        |                | 1,929,614        |             | (90,000) |                 | 1,839,614        |
| <b>TOTAL SPECTATOR FACILITIES FUND EXPENDITURES</b> |                        | <b>127.88</b>  | <b>9,894,621</b> | <b>2.00</b> | <b>0</b> | <b>129.88</b>   | <b>9,894,621</b> |

Exhibit B  
 Ordinance No. 95-626  
 FY 1995-96 SCHEDULE OF APPROPRIATIONS

|  | Current<br>Appropriation | Revision   | Proposed<br>Appropriation |
|--|--------------------------|------------|---------------------------|
| <b>SPECTATOR FACILITIES OPERATING FUND</b> |                          |            |                           |
| Personal Services                          | 4,346,395                | 90,000     | 4,436,395                 |
| Materials & Services                       | 2,388,073                | 0          | 2,388,073                 |
| Capital Outlay                             | 520,075                  | 0          | 520,075                   |
| Interfund Transfers                        | 710,464                  | 0          | 710,464                   |
| Contingency                                | 237,601                  | (90,000)   | 147,601                   |
| Unappropriated Balance                     | 1,692,013                | 0          | 1,692,013                 |
| <b>Total Fund Requirements</b>             | <b>\$9,894,621</b>       | <b>\$0</b> | <b>\$9,894,621</b>        |

**All Other Appropriations Remain As Previously Adopted**

AGENDA ITEM 6.2  
Meeting Date: December 14, 1995

**Ordinance No. 95-625A, Amending the Regional Urban Growth Goals and Objectives, and Adopting Metro 2040 Growth Concept and Metro 2040 Growth Concept Map.**

BEFORE THE METRO COUNCIL

AMENDING THE REGIONAL URBAN )      ORDINANCE NO. 95-625-A  
GROWTH GOALS AND OBJECTIVES, )  
AND ADOPTING METRO 2040 )      Introduced by Councilor McLain  
GROWTH CONCEPT AND METRO )  
2040 GROWTH CONCEPT MAP )

WHEREAS, Metro adopted land use regional goals and objectives called Regional Urban Growth Goals and Objectives (RUGGO) in September 1991, as required by state law ORS Chapter 268; and

WHEREAS, During consideration of the Metro 2040 Growth Concept and 2040 Growth Concept Map and RUGGO amendments, local governments requested additional time for further analysis and discussion of the 2040 Growth Concept; and

WHEREAS, Resolution No. 94-2040-C, adopted by the Metro Council on December 8, 1994, established the Metro 2040 Growth Concept text and map, and proposed them as additions to the RUGGO; and

WHEREAS, A refinement process of additional technical analysis and public review was directed by the Metro Council; and

WHEREAS, A refinement process has been carried out and substantial changes derived from that process are now reflected in the amended 1995 RUGGO, including Metro 2040 Growth Concept and 2040 Growth Concept Map; and

WHEREAS, The Metro Policy Advisory Committee (MPAC) has addressed further amendments to RUGGO Goal II as referenced in Resolution No. 94-2040-C, Section 4; and

WHEREAS, The MPAC, Metro Technical Advisory Committee (MTAC), Joint Policy Advisory Committee on Transportation (JPACT), Transportation Policy Alternatives Committee (TPAC), bodies representing local governments throughout the region, and other interested parties have reviewed and now recommend to the Metro Council adoption of the amended RUGGO, the Metro 2040 Growth Concept and 2040 Growth Concept Map; now, therefore,

**THE METRO COUNCIL HEREBY ORDAINS AS FOLLOWS:**

1. The 1995 Regional Urban Growth Goals and Objectives, including the Metro 2040 Growth Concept, attached to and incorporated in this Ordinance as Exhibit A, are hereby adopted as the text of Metro's regional goals and objectives required by ORS 268.380; and

2. The Metro 2040 Growth Concept Map, the geographic expression of the Metro 2040 Growth Concept, which includes for illustrative purposes only the urban reserve study areas identified in Resolution No. 95-2244, attached and incorporated herein as Exhibit B, pages 1 and 2, is hereby adopted as the map of Metro's regional goals and objectives required by ORS 268.380; and

3. The text and map of Metro's regional goals and objectives, known together as the Regional Urban Growth Goals and Objectives (RUGGO) shall be transmitted to the Land

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Conservation and Development Commission for acknowledgment of compliance with statewide goals consistent with ORS 197.015(1).

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_ 1995.

\_\_\_\_\_  
J. Ruth McFarland, Presiding Officer

ATTEST:

Approved as to Form:

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Daniel B. Cooper, General Counsel

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AGENDA ITEM 7.1  
Meeting Date: December 14, 1995

**Resolution No. 95-2231, For the Purpose of Certifying That Tri-Met's Joint  
Complementary Paratransit Plan Update for 1996 Conforms to Metro's  
Regional Transportation Plan**

**TRANSPORTATION PLANNING COMMITTEE REPORT**

CONSIDERATION OF RESOLUTION NO. 95-2231, FOR THE PURPOSE OF CERTIFYING THAT TRI-MET'S JOINT COMPLEMENTARY PARATRANSIT PLAN UPDATE FOR 1996 CONFORMS TO METRO'S REGIONAL TRANSPORTATION PLAN

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Date: December 7, 1995

Presented by: Councilor Kvistad

**Committee Recommendation:** At the December 5 meeting, the Committee unanimously voted to recommend Council adoption of Resolution No. 95-2231. Voting in favor: Councilors Kvistad, Monroe and Washington.

**Committee Issues/Discussion:** Andy Cotugno, Transportation Planning Director, presented the staff report and reviewed the purpose of the resolution. Cotugno explained that federal law requires that Metro, acting as the Metropolitan Planning Organization, annually certify that Tri-Met's Joint Complementary Paratransit Plan Update conforms with the Regional Transportation Plan. The plan review process has included Tri-Met's Citizens for Accessible Transportation Committee, TPAC and the Tri-Met Board of Directors.

Glen Boley, Tri-Met, indicated that the agency is still working to address two federal compliance issues. These include meeting a January 1997 requirements for providing "next day trips" and developing additional data to assess trip lengths.

## STAFF REPORT

### CONSIDERATION OF RESOLUTION NO. 95-2231 FOR THE PURPOSE OF CERTIFYING THAT TRI-MET'S JOINT COMPLEMENTARY PARATRANSIT PLAN UPDATE FOR 1996 CONFORMS TO METRO'S REGIONAL TRANSPORTATION PLAN

Date: October 17, 1995

Presented by: Andrew Cotugno

## PROPOSED ACTION

This resolution certifies to the Federal Transit Administration (FTA) that Tri-Met's Joint Complementary Paratransit Plan Update for 1996 conforms to Metro's Regional Transportation Plan (RTP). Tri-Met is required to obtain this certification from Metro to meet the requirements of the Americans With Disabilities Act of 1990.

TPAC has reviewed Tri-Met's update on the Paratransit Plan and recommends approval of Resolution No. 95-2231.

## FACTUAL BACKGROUND AND ANALYSIS

The Americans With Disabilities Act (ADA), enacted by the U.S. Congress in 1990, mandates the development of a plan to address discrimination and equal opportunity for disabled persons in employment, transportation, public accommodation, public services, and telecommunications. The original ADA transportation plan, as developed by Tri-Met and adopted by the Tri-Met Board of Directors on December 18, 1991, outlined the requirements of the Act as applied to Tri-Met's service area, the deficiencies of the existing service when compared to the requirements of the new Act, and the remedial measures necessary to bring Tri-Met and the region into compliance with the Act.

The final rule also requires that Metro, as the Metropolitan Planning Organization, review Tri-Met's Paratransit Plan annually and certify that the plan conforms to the Regional Transportation Plan (RTP). This certification is one of the required components of Tri-Met's submittal to the Federal Transit Administration and, without the certification, Tri-Met cannot be found to be in compliance with the ADA.

## Annual Plan Update Requirements

It is required under 49 CFR part 37.139(h) that the Paratransit Plan be updated and certified each year. The annual plan update must include all significant changes and revisions to the established timetable for implementation and address how and when key milestones within the plan are being met (49 CFR part 37.139(j)). It is also required that milestone slippage greater than one year be addressed.

The 1995 Paratransit Plan Update, previously submitted by Tri-Met and certified by Metro in Resolution No. 95-1995, included several milestones that were to be achieved by January 1996. The status of these milestones are addressed in Tri-Met's 1996 Annual Paratransit Plan Update.

#### Tri-Met's 1996 Annual Plan Update

Tri-Met's 1996 Annual Paratransit Plan Update identifies current activities and planned strategies for complying with the milestones previously committed to in their 1995 Plan update (see item B below). It is required that the 1996 Paratransit Plan Update be approved and submitted to FTA by January 26, 1996. A schedule of review and approval dates is included as Attachment A.

#### A. Progress On Milestones To Be Achieved Prior to 1/25/96

Tri-Met achieved full compliance with ADA for the following milestones identified in the 1995 Plan Update (Table 1 in the 1996 Paratransit Plan Update which is included as Exhibit A to the resolution). This Complementary Paratransit Plan update (January 1996) complies with the requirements of 49 CFR Section 37.139.

1. Trips scheduled within one hour of requested pickup time.
2. No substantial numbers of significantly untimely pickups for initial or return trips.
3. No substantial number of trip denials or missed trips.
4. No substantial number of trips with excessive trip lengths.

#### B. Revised ADA Paratransit Plan Timetable for 1996

Tri-Met had indicated in their 1995 plan update that requests for rides on a "next day basis" would be achieved by April 1995. This date has been revised to August 1996. The slippage occurred as a result of delays in procurement and installation of a new bus dispatch system for both fixed-route and paratransit service, installation of new automated paratransit scheduling software and a new menu-driven phone system. The bus dispatch system is scheduled for installation in June 1996. While adjusting to the new system, Tri-Met will begin moving to next-day ride reservations by August 1996 with full compliance expected by January 1997.

#### C. Plan Review by Citizens for Accessible Transportation (CAT) Committee

A public hearing and comment period was held by the Citizens for Accessible Transportation on October 18, 1995 on the

proposed 1996 update. A summary of the testimony and comments will be provided at the October 27 TPAC meeting.

D. Plan Review by Tri-Met Board of Directors

The Tri-Met Board will be reviewing the plan for approval at their normal meeting on November 22, or November 29, 1995.

With the implementation of next-day service, Tri-Met's proposed Paratransit Plan Update will conform to the Interim Federal RTP. Chapter 1 of the RTP specifies that Tri-Met will offer services which address ADA by continuing to:

- develop complementary paratransit services which comply with the ADA;
- specify lifts on all new high-floor transit vehicles or ramps on low-floor transit vehicles;
- work with local jurisdictions to make transit stops accessible; and
- develop other facilities and services which are accessible to customers with disabilities as required by the ADA.

The Phase II updated RTP (May 1996) will also be consistent with the ADA service requirements.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 95-2231.

ATTACHMENT A

TIMETABLE FOR 1996 PARATRANSIT PLAN UPDATE

| <u>Activity</u>  | <u>Date</u>       |
|--|-------------------|
| Distribution of Plan and<br>Notice of Public Hearing . . . . . | 10-2-95           |
| Initial Review by CAT. . . . .                                 | 10-18-95          |
| Review by TPAC . . . . .                                       | 10-27-95          |
| Review by JPACT. . . . .                                       | 11-9-95           |
| Second Review by CAT . . . . .                                 | 11-15-95          |
| Review by Tri-Met Board. . . . .                               | 11-22 or 11-29-95 |
| Metro Transportation Planning<br>Committee. . . . .            | 12-5-95           |
| Metro Council Adoption . . . . .                               | 12-14-95          |
| Due at FTA . . . . .   | 1-26-96           |

RL:lmk  
95-2231.RES  
10-18-95

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

|                                     |                             |
|-------------------------------------|-----------------------------|
| FOR THE PURPOSE OF CERTIFYING THAT) | RESOLUTION NO. 95-2231      |
| TRI-MET'S JOINT COMPLEMENTARY )     |                             |
| PARATRANSIT PLAN UPDATE FOR 1996 )  | Introduced by               |
| CONFORMS TO METRO'S REGIONAL )      | Councilor Rod Monroe, Chair |
| TRANSPORTATION PLAN )               | JPACT                       |

WHEREAS, The U.S. Department of Transportation issued a final rule implementing the transportation provisions of the Americans with Disabilities Act (ADA) on September 6, 1991; and

WHEREAS, The final rule as applied to the Portland metropolitan area requires Tri-Met to develop an annual Paratransit Plan Update which conforms to the Regional Transportation Plan (RTP); and

WHEREAS, The final rule requires that the Metropolitan Planning Organization (MPO) review the Paratransit Plan Update and certify that it conforms to the RTP; and

WHEREAS, The Joint Policy Advisory Committee on Transportation certifies that it has reviewed the ADA Paratransit Plan Update for 1996 prepared by Tri-Met as required under 49 CFR part 37.139(h) and finds it to be in conformance with the RTP (the transportation plan developed under 49 CFR part 613 and 23 CFR part 450); and

WHEREAS, The Joint Policy Advisory Committee on Transportation recommends certification by the Metro Council; now, therefore,

BE IT RESOLVED,

That the Metro Council hereby certifies that it has reviewed the ADA Paratransit Plan prepared by Tri-Met (included as Exhibit



A) as required under 49 CFR part 37.139(h) and finds it to be in conformance with the RTP, the transportation plan developed under 49 CFR part 613 and 23 CFR part 450 (the UMTA/FHWA joint planning regulation), for a period of one year.

ADOPTED by the Metro Council this \_\_\_\_\_ day of \_\_\_\_\_,  
1995.

J. Ruth McFarland, Presiding Officer

Approved as to Form:

Daniel B. Cooper, General Counsel

EXHIBIT A

**DRAFT**

**1996 ADA (Americans with Disabilities Act)  
Paratransit Plan Update  
of the  
Tri-County Metropolitan Transportation District of Oregon  
(Tri-Met)**

**DRAFT**

January 26, 1996

# PARATRANSIT PLAN UPDATE FOR 1996

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1996 PARATRANSIT PLAN UPDATE

SECTION I

IDENTIFICATION OF SUBMITTING ENTITIES

AND

MPO CERTIFICATION

## IDENTIFICATION OF SUBMITTING ENTITIES

Tri-Met  
4012 SE 17th Ave.  
Portland, Oregon 97202  
(503) 238-4915

Authorized Person: Tom Walsh, General Manager  
(503) 238-4915

Contact Person: Gary Boley, Manager  
Demand Responsive Programs  
(503) 238-5809, TTY (503) 238-5811

Metropolitan Service District (Metro)  
600 NE Grand Ave.  
Portland, OR 97232-1797  
(503) 797-1700

Authorized Person: , Presiding Officer  
(503) 797-1700

Contact Person: Rich Ledbetter, Senior Transportation Planner  
(503) 797-1761

1996 PARATRANSIT PLAN UPDATE

SECTION II

TIMETABLES, PROGRESS REPORT ON MILESTONES

AND

SIX SERVICE CRITERIA

SYSTEM NAME: Tri-Met

CITY: Portland

STATE: Oregon

# 1994-1996 ADA PARATRANSIT PLAN TIMETABLE AND PROGRESS REPORT \* (Table 1)

1994 . . . 1994  
UPDATE MILE-  
TARGET STONE  
DATE MET ?  
(MM/YY) (Y/N)

1995 MILESTONE PROGRESS REPORT -- as of Jan. 1996  
(Y/N -- period January 26, 1995 - January 25, 1996)

1995  
NEW  
DATE ?  
(MM/YY)

09/94

Full Compliance with ADA including

N  
Y  
Y  
Y  
Y

- a. Request accepted on "next day" basis
- b. Trips scheduled within one hour of requested pickup time
- c. No substantial numbers of significantly untimely pickups for initial or return trips
- d. No substantial number of trip denials or missed trips
- e. No substantial number of trips with excessive trip lengths

8 -96  
N/A  
N/A  
N/A  
N/A

Note: Using Form 2, provide detailed written explanation on milestone slippage greater than one full year (12 months).

\* List all 1994-1996 ADA Paratransit Milestones; Then Indicate Progress (Y/N) On Milestones Targeted To Be Achieved Prior To 1/26/95; Include Additional Accomplishments.



FORM 2

SYSTEM NAME: Tri-Met

JAN. 96

EXCEPTION REPORT: MILESTONE SLIPPAGE EXPLANATION\*

| <u>MILESTONE or FULL COMPLIANCE DELAYS:</u> | <i>Target</i>     | <i>New Target</i> |
|---|-------------------|-------------------|
|   | <i>Date</i>       | <i>Date</i>       |
|   | <u>'95 Update</u> | <u>'96 Update</u> |
| 1. Next day ride reservations               | 4/95              | 8/96              |

Slippage occurred as a result of delays in procurement and installation of a new bus dispatch system for both fixed-route and paratransit service, installation of new automated paratransit scheduling software and a new menu driven phone system. The bus dispatch system is scheduled for installation in June '96. While adjusting to the new system we will begin moving to next day ride reservations by 8/96 with full compliance in 1/97.

\*Note: A narrative explanation, using Form 2, must accompany Table 1, when there is significant milestone slippage. During the 1994-1996 period, "significant milestone slippage" exists (1) when the target date for Plan full compliance is delayed or (2) when individual milestones slip by a year (a full 12 months). This Form 2 provides a brief example of such a slippage explanation. If there are no milestone or full compliance delays, no explanation is required, and Form 2 can be omitted. [Attach as many additional sheets to this form as needed; you may put this form on your own wordprocessor.]

SYSTEM NAME: Tri-Met

CITY: Portland

STATE: Oregon

# REVISED 1995 - 1996 ADA PARATRANSIT PLAN TIMETABLE (Table 2)

1995 - 1996

TARGET DATE

(MM/YY)

## ANY REMAINING MILESTONES - JANUARY 1995 UPDATE

---

08/96

Extend reservation hours to noon, the day before service

01/97

Full compliance

**ELIGIBILITY, SIX SERVICE CRITERIA, AND FULL COMPLIANCE DATE (Table 3, Page 1)**

| COMPLIANCE ITEM   | IN FULL<br>COMPLIANCE<br>NOW (Y/N) | IF NO, EXPECTED<br>DATE OF FULL<br>COMPLIANCE<br>(MM/YY) |
|---|------------------------------------|--|
| <b>ELIGIBILITY PROCESS</b>  |                                    |  |
| 1. Requests for certification being accepted and all aspects of policy (appeals, documentation, etc.) established | Y                                  |  |
| 2. Compliance with companion and personal care attendant requirements   | Y                                  |  |
| 3. Compliance with visitor requirements   | Y                                  |  |
| <b>SIX SERVICE CRITERIA</b>   |                                    |  |
| <b>SERVICE AREA</b>   |                                    |  |
| 4. Service to all origins and destinations within the defined area  | Y                                  |  |
| 5. Coordination with contiguous/overlapping service areas, if applicable  | Y                                  |  |
| <b>RESPONSE TIME</b>  |                                    |  |
| 6. Requests accepted during normal business hours on "next day" basis   | N                                  | 8 - 96   |
| 7. Requests accepted on all days prior to days of service (e.g., weekends/holidays)                               | Y                                  |  |
| 8. Requests accepted at least 14 days in advance  | Y                                  |  |
| 9. Trips scheduled within one hour of requested pickup time   | Y                                  |  |
| <b>FARES</b>  |                                    |  |
| 10. No more than twice the base fixed route fare for eligible individuals   | Y                                  |  |
| 11. Compliance with companion fare requirement  | Y                                  |  |

SYSTEM NAME: Tri-Met

CITY: Portland

STATE: Oregon

(Table 3, Page 2)

| COMPLIANCE ITEM  | IN FULL                         | IF NO, EXPECTED |
|--|---------------------------------|-----------------|
| COMPLIANCE NOW (Y/N)   | DATE OF FULL COMPLIANCE (MM/YY) |                 |
| 12. Compliance with personal care attendant fare requirement<br>DAYS AND HOURS OF SERVICE                    | Y                               |                 |
| 13. Paratransit provided during all days and hours when fixed route service is in operation<br>TRIP PURPOSES | Y                               |                 |
| 14. No restriction on types of trip purposes   | Y                               |                 |
| 15. No prioritization by trip purpose in scheduling<br>CAPACITY CONSTRAINTS                                  | Y                               |                 |
| 16. No restrictions on the number of trips an individual will be provided                                    | Y                               |                 |
| 17. No waiting lists for access to the service   | Y                               |                 |
| 18. No substantial numbers of significantly untimely pickups for initial or return trips                     | Y                               |                 |
| 19. No substantial numbers of trip denials or missed trips   | Y                               |                 |
| 20. No substantial numbers of trips with excessive trip lengths  | Y                               |                 |
| 21. When capacity is unavailable, subscription trips are less than 50 percent                                | Y                               |                 |
| DATE TARGETED FOR "FULL COMPLIANCE" WITH ALL "ADA PARATRANSIT" REQUIREMENTS                                  |                                 |                 |
| In 1994 Update Submission  |                                 | 9/94            |
| In 1996 Update Submission  |                                 | 1/96            |

**1996 PARATRANSIT PLAN UPDATE**

**SECTION IV**

**BUDGET, COST AND VEHICLE ESTIMATES**

**ADA PARATRANSIT DEMAND AND SERVICE ESTIMATES (Table 4, Page 1)**

| <b>DEMAND (No. Trips/Year)</b><br><b>(Thousands of One-Way Trips)</b>                                       | <b>Actual</b><br><b>1992</b> | <b>Actual</b><br><b>1993</b> | <b>Actual</b><br><b>1994</b> | <b>Est.</b><br><b>1995</b> | <b>Proj.</b><br><b>1996</b> | <b>Proj.</b><br><b>1997</b> |
|---|------------------------------|------------------------------|------------------------------|----------------------------|-----------------------------|-----------------------------|
| 1. <b>ADA Paratransit Trips Provided/Year (000)</b>   | 446                          | 487                          | 541                          | 585                        | 644                         | 695                         |
| 2. <b>Total Paratransit Trips Provided/Year (000)</b><br><b>(Total ADA and non-ADA)</b>                     | 510                          | 556                          | 619                          | 670                        | 738                         | 797                         |
| 3. <b>Total Paratransit Revenue Hours/Year (000)</b><br><b>(Total ADA and non-ADA) [Sec. 15 definition]</b> | 239                          | 258                          | 268                          | 275                        | 303                         | 327                         |

In 1991, total paratransit trips (line 2) were: 504

**ADA PARATRANSIT SERVICE: Purchased Transportation.**

- 4. For 19:95 estimate the number of trips on line 1 that were provided by contracted taxi service: 25,000
- 5. For 19:95 estimate the number of trips on line 1 that our system purchased (contracted out) rather than provide in-house: 541,000  
(include contracted taxi service from line 4 and other service owned or operated by the contractors).

SYSTEM NAME: Tri-Met

CITY: Portland

STATE: Oregon

### ADA PARATRANSIT SERVICE (Table 4, Page 2)

|  | Actual<br>1994 | Proj.<br>1997 |
|--|----------------|---------------|
| 6. <b>SSA Clients.</b> In 1995, estimate the number of trips on line 1, that you provided to clients of local social service agencies (SSA), who prior to the ADA, provided SSA paratransit service for their clients. Provide an estimate for 1997. (Optional)  | 192,000        | 248,000       |
| 7. <b>Trip Denials.</b> In 1995, estimate the number of requested ADA paratransit trips that were "denied" because of capacity limitations. (Please do not include trips missed because of traffic or vehicle breakdowns, trips negotiated outside the 1 hour window, "no-shows," etc.) How many by 1997? (Required) | 900            | 500           |
| 8. <b>Destinations.</b> Clearly, it is discrimination under the ADA to prioritize trip requests based on trip purpose. However, for 1995, please estimate the percent of <u>trips</u> on line 1 that were for the following purposes: (Optional)   |                |               |

|             |    |   |                                     |    |   |
|-------------|----|---|-------------------------------------|----|---|
| Work Trips  | 39 | % | Food/Shopping                       | 19 | % |
| Dialysis    | 6  | % | Medical Trips (Other Than Dialysis) | 12 | % |
| Educational | 1  | % | Other Trips                         | 23 | % |

Note: Percentages above should total 100%.

SYSTEM NAME: Tri-Met

CITY: Portland

STATE: Oregon

**ADA PARATRANSIT CAPITAL & OPERATING BUDGET SUMMARY (Table 5)**  
 (projections in thousands of 1995 dollars)

|   | Actual<br>1992      | Actual<br>1993      | Actual<br>1994      | Est.<br>1995        | Proj.<br>1996        | Proj.<br>1997        | 6 Year<br>Total<br>92-97 |
|---|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|--------------------------|
| <b>ADA PARATRANSIT EXPENSES *</b>                                     |                     |                     |                     |                     |                      |                      |                          |
| 1. Capital Expenses   | <u>1,544</u>        | <u>1,425</u>        | <u>2,078</u>        | <u>1,511</u>        | <u>2,214</u>         | <u>385</u>           | <u>9,156</u>             |
| 2. Operating Expenses   | <u>5,235</u>        | <u>5,949</u>        | <u>6,516</u>        | <u>7,667</u>        | <u>8,417</u>         | <u>8,984</u>         | <u>42,768</u>            |
| 3. Subtotal ADA Paratransit Expenses<br>(sum of lines 1 + 2)          | <u><u>6,779</u></u> | <u><u>7,374</u></u> | <u><u>8,593</u></u> | <u><u>9,178</u></u> | <u><u>10,630</u></u> | <u><u>9,369</u></u>  | <u><u>51,924</u></u>     |
| <b>TOTAL PARATRANSIT EXPENSES **<br/>(ADA &amp; Non-ADA combined)</b> |                     |                     |                     |                     |                      |                      |                          |
| 4. Capital Expenses   | <u>1,625</u>        | <u>1,500</u>        | <u>2,187</u>        | <u>1,591</u>        | <u>2,330</u>         | <u>405</u>           | <u>9,638</u>             |
| 5. Operating Expenses   | <u>5,655</u>        | <u>6,446</u>        | <u>6,992</u>        | <u>8,228</u>        | <u>9,020</u>         | <u>9,617</u>         | <u>45,958</u>            |
| 6. TOTAL PARATRANSIT EXPENSES<br>(sum of lines 4 and 5)               | <u><u>7,280</u></u> | <u><u>7,946</u></u> | <u><u>9,119</u></u> | <u><u>9,819</u></u> | <u><u>11,350</u></u> | <u><u>10,022</u></u> | <u><u>55,596 **</u></u>  |

IN 1991, TOTAL PARATRANSIT COSTS (Line 6) FOR OUR TRANSIT SYSTEM WERE \$ 5,972

- \* Using a ratio to break out ADA from total paratransit expenses is acceptable. Do not include any ADA fixed-route costs.
- \*\* If non-ADA paratransit service is provided, add ADA to non-ADA costs to obtain Total Paratransit Expenses.

Excludes OMAP & AIS costs. (AIS costs are included under system costs, but not under paratransit)

\*\*Dollar amounts have been reduced to exclude a cost neutral Intergovernmental Medicaid contract to broker rides with the State of Oregon's Department of Human Resources. Tri-Met incurs no cost and does not include rides as they were already being provided by other transportation providers prior to the brokerage agreement.



**TOTAL TRANSIT SYSTEM COST ESTIMATES (Table 6)**  
 (projections in thousands of 1995 dollars)

|   | Actual<br>1992 | Actual<br>1993 | Actual<br>1994 | Est.<br>1995 | Proj.<br>1996 | Proj.<br>1997 | 6 Year<br>Total<br>92-97 |
|---|----------------|----------------|----------------|--------------|---------------|---------------|--------------------------|
| <b>TOTAL TRANSIT SYSTEM COSTS *</b>   |                |                |                |              |               |               |                          |
| 1. Capital Expenses   | 18,414         | 23,499         | 27,544         | 44,404       | 68,242        | 14,533        | 196,636                  |
| 2. Operating Expenses   | 105,087        | 115,474        | 125,692        | 139,981      | 145,090       | 148,597       | 779,901                  |
| 3. TOTAL SYSTEM COSTS<br>(lines 1 + 2)  | 123,501        | 138,973        | 153,236        | 184,385      | 213,312       | 163,130       | 976,537                  |
| 4. ADA PARATRANSIT EXPENSES<br>(line 3, Table 5)                              | 6,779          | 7,374          | 8,593          | 9,178        | 10,630        | 9,369         | 51,924                   |
| 5. ADA PARATRANSIT AS PERCENT<br>OF TOTAL COSTS<br>(line 4 divided by line 3) | 5.5%           | 5.3%           | 5.6%           | 5.0%         | 5.0%          | 5.7%          | 5.3%                     |

IN 1991, TOTAL SYSTEM COSTS (line 3) FOR OUR TRANSIT SYSTEM WERE \$ 122,168

\* Total transit system costs encompass all system costs, not just ADA-related costs. These transit system costs must include: (1) all fixed-route costs (bus, rail, etc.), plus (2) all paratransit expenses (ADA and non-ADA).

\* Excludes OCAP costs

SYSTEM NAME: Tri-Met

CITY: Portland

STATE: Oregon

**ADA ACCESSIBILITY: FIXED-ROUTE BUSES (Table 7)**

| BUSES IN ACTIVE FLEET  | Actual<br>1990 | Actual<br>1991 | Actual<br>1992 | Actual<br>1993 | Actual<br>1994 | Est.<br>1995 | Proj.<br>1996 | Proj.<br>1997 |
|--|----------------|----------------|----------------|----------------|----------------|--------------|---------------|---------------|
| 1. Total Number of Buses   | <u>523</u>     | <u>526</u>     | <u>579</u>     | <u>580</u>     | <u>592</u>     | <u>*616</u>  | <u>623</u>    | <u>643</u>    |
| 2. Buses Without Lifts/Ramps   | <u>204</u>     | <u>166</u>     | <u>140</u>     | <u>96</u>      | <u>108</u>     | <u>117</u>   | <u>113</u>    | <u>50</u>     |
| 3. Buses With Pre-ADA Lifts/Ramps  | <u>319</u>     | <u>319</u>     | <u>321</u>     | <u>321</u>     | <u>321</u>     | <u>*334</u>  | <u>334</u>    | <u>334</u>    |
| 4. Buses With ADA Lifts/Ramps<br>(meets Part 38 lift specifications)     | <u>0</u>       | <u>41</u>      | <u>118</u>     | <u>163</u>     | <u>163</u>     | <u>*165</u>  | <u>176</u>    | <u>259</u>    |
| (Note: The sum of lines 2, 3, and 4 should equal line 1.)                |                |                |                |                |                |              |               |               |
| 5. Percent With Lifts/Ramps<br>(sum of lines 3 and 4, divided by line 1) | <u>61 %</u>    | <u>68 %</u>    | <u>76 %</u>    | <u>84 %</u>    | <u>82 %</u>    | <u>81 %</u>  | <u>82 %</u>   | <u>92 %</u>   |

For 1995, provide an approximate estimate of the number of boardings where lifts/ramps were deployed on the fixed-route system: 100,050

For an average day, can you estimate the total number of persons with any disabilities that use your fixed-route service? (Do not include customers who normally use ADA paratransit service.) (Optional): \_\_\_\_\_

\*Include 15 mini buses for AIS service

**TOTAL "PARATRANSIT" VEHICLES USED BY YOUR SYSTEM \* (Table 8)**

| TOTAL NUMBER IN ACTIVE FLEET   | Actual<br>1991 | Actual<br>1992 | Actual<br>1993 | Actual<br>1994 | Est.<br>1995 | Proj.<br>1996 | Proj.<br>1997 |
|--|----------------|----------------|----------------|----------------|--------------|---------------|---------------|
| 1. All Paratransit - Vans and Minivans *   | <u>10</u>      | <u>10</u>      | <u>10</u>      | <u>10</u>      | <u>14</u>    | <u>14</u>     | <u>14</u>     |
| 2. All Paratransit - Buses *   | <u>104</u>     | <u>118</u>     | <u>140</u>     | <u>154</u>     | <u>*156</u>  | <u>157</u>    | <u>167</u>    |
| 3. Paratransit - Sedans/Wagons *<br>(other than taxis)                               | <u>2</u>       | <u>2</u>       | <u>2</u>       | <u>2</u>       | <u>2</u>     | <u>2</u>      | <u>2</u>      |
| <b>LIFT-EQUIPPED PARATRANSIT VEHICLES</b>  |                |                |                |                |              |               |               |
| 4. Paratransit - Buses, Vans and Minivans *<br>(with lifts/ramps from lines 1 and 2) | <u>111</u>     | <u>125</u>     | <u>147</u>     | <u>161</u>     | <u>172</u>   | <u>173</u>    | <u>183</u>    |

**CONTRACTOR VEHICLES**

5. For 1995, from lines 1 and 2, estimate the number of buses, vans, and minivans, etc., "OWNED" by your contractors that routinely provide paratransit (ADA and non-ADA) for your system. 38

Please estimate 1997 38

\* Please include all dedicated paratransit vehicles (ADA or non-ADA service combined) used on your system. Include all paratransit vehicles your system owns or leases, as well as vehicles used from your contractors' fleet. Do not include any accessible vehicles used on the fixed-route.

\*Excludes 15 mini buses used for MIS services  
22 VTI + 134 paratransit

SYSTEM NAME: Tri-Met

CITY: Portland

STATE: Oregon

**YOUR ADA "PARATRANSIT" CUSTOMERS (Table 9)**  
**(Please Make An Estimate Based On Actual Eligibility Determinations)**

1. By 1995, how many persons had been certified as ADA paratransit eligible by your system?

12,000

By 1997, please project how many people will be certified?

17,000

2. Using the 1990 Census, what is the total population of your service area?

3. Of those certified, can you estimate the percent who are ages... (Optional)

0 to 16 years old \_\_\_\_\_%      17 to 61 \_\_\_\_\_%      62 to 70 \_\_\_\_\_%      Over 70 \_\_\_\_\_%

4. Of those eligible for ADA paratransit, how many are employed? (Optional)

5. Of those ADA paratransit eligible, what percent have as their most limiting or qualifying impairment... (Optional, should total 100%)

Sensory Impairments (Visual, Hearing) \_\_\_\_\_ %

Mobility Impairments Requiring Adaptive Devices (Devices: Wheelchairs, Walkers, etc.) \_\_\_\_\_ %

Mental, Cognitive or Developmental Impairments (including Alzheimers) \_\_\_\_\_ %

Health Impairments (Heart Disease, MS, CP, Arthritis, Kidney Dysfunction, etc.) \_\_\_\_\_ %

**Summary of public comment on Tri-Met's ADA Paratransit Plan Update:**

**The public hearing was held on October 18, 1995 as part of CAT's normal monthly meeting.**

**Testimony on the plan was received by three people covering three areas. Two were written comments and the other one was oral.**

- 1. Tri-Met should consider providing service beyond the 3/4 mile corridor as required by ADA.**

**Tri-Met will continue to work with local communities to identify resources to address transportation needs for elderly and disabled customers whose trips are outside the 3/4 mile corridor as defined by the ADA. VTI and the Clackamas County Senior Transportation Consortium are ways in which we currently meet some of this demand.**

- 2. Long waits on the telephone to make ride reservations.**

**Tri-Met will analyze telephone traffic flow to assure that all calls are answered by a ride reservationist within five minutes.**

- 3. Excessive trip lengths.**

**Tri-Met is currently working with the local community to develop a measurable means to compare Paratransit trip length with fixed route trip length. Recently new Trip Planning software has been installed to allow this review and Tri-Met will be in compliance by January 1996. Tri-Met does currently provide service which results in 78 percent of all trips being completed within one hour.**

**AGENDA ITEM 7.2**  
**Meeting Date: December 14, 1995**

**Resolution No. 95-2244, For the Purpose of Amending Urban Reserve Study  
Areas**

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF AMENDING ) RESOLUTION NO. 95-2244  
URBAN RESERVE STUDY AREAS )  
) Introduced by Councilor McLain  
)

WHEREAS, Resolution No. 94-2040C established a 2040 Growth Concept proposal that included initial urban reserve study areas for further analysis; and

WHEREAS, Resolution No. 94-2040C anticipated that adoption of an amended Regional Urban Growth Goals and Objectives (RUGGO) ordinance including the 2040 Growth Concept text and map would be completed at the same time in 1995 that final urban reserves would be designated; and

WHEREAS, Analysis to date indicates a need to revise urban reserve study areas for continued study prior to designation of final urban reserves; and

WHEREAS, Maintaining these study areas on 2040 Growth Concept maps is helpful for illustrative purposes prior to designation of final urban reserves; now, therefore,

BE IT RESOLVED,

1. That the urban reserve study areas indicated in Exhibit "A" attached shall be the subject of Metro's continued study for possible designation as urban reserve areas consistent with the Land Conservation and Development Commission's Urban Reserve Rule.

2. That Metro's continued study of these areas does not preclude presentation of any better case or better data relating to designation of certain of these study areas or other areas as urban reserve areas prior to Metro's designation decision.

ADOPTED by the Metro Council this \_\_\_\_ day of \_\_\_\_\_ 1995.

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J. Ruth McFarland, Presiding Officer

Approved as to Form:

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Daniel B. Cooper, General Counsel

kaj  
1250



## Urban Reserve Study Area Criteria

The Growth Management Committee, a subcommittee of the full Metro Council agreed at their November 2, 1995 meeting with the staff recommendation for urban reserve study area criteria (which primarily follows the State Urban Reserve Rule which in turn cites factors 3 through 7 of State Goal 14, Urbanization) as follows:

- a) Factor 3 - "Orderly and economic provision of public facilities and services".. (Proximity to the UGB and Access to Arterials were used to quantify this factor);
- b) Factor 4 - "Maximum efficiency of land uses within and on the fringe of the existing urban area" (Proximity to Urban Centers was used to quantify this factor);
- c) Factor 5 - "Environmental, energy, economic and social consequences" (Terrain, floodplains, wetlands and riparian areas were mapped to quantify this factor);
- d) Factor 6 - "Retention of agricultural land as defined, with Class I beign the highest priority for retention and Class IV the lowest priority; " (Soil classification and exception lands were used for this factor);
- e) Factor 7 - "Compatibility of the proposed urban uses with nearby agricultural activities" (existence of a natural barrier - watercourse, change in terrain, etc. was used to quantify this factor);
- f) from the Metro Regional Urban Growth Goals and Objectives (RUGGO), we included a consideration of separation of community;
- g) from the RUGGO we included a consideration of a balance of jobs and housing.
- h) a policy of no net gain in Urban Reserve Study Areas (if new areas are added, an equal amount is deleted) is recommended. In addition, a no net gain policy in EFU lands is recommended.