A G E N D A

600 NORTHEAST GRAND AVENUE | PORTLAND, OREGON 97232 2736
TEL 503 797 1538 | FAX 503 797 1793

METRO

MEETING:	METRO COUNCIL REGULAR MEETING
DATE:	May 2, 1996
DAY:	Thursday
TIME:	2:00 PM
PLACE:	Council Chamber

Approx. Time*			Presenter
2:00 PM		**CALL TO ORDER AND ROLL CALL**	
(5 min.)	**1.**	**INTRODUCTIONS**	
(5 min.)	**2.**	**CITIZEN COMMUNICATIONS**	
(5 min.)	**3.**	**EXECUTIVE OFFICER COMMUNICATIONS**	
	4.	**INFORMATIONAL PRESENTATION**	
2:15 PM (20 min)	4.1	Bike Master Plan Presentation by Mia Burke, Bicycle Coordinator, City of Portland.	
2:35 PM (20 min.)	4.2	Feasibility for expansion of the Oregon Convention Center by Jeff Blosser.	
	5.	**CONSENT AGENDA**	
2:55 PM (5 min.)	5.1	Consideration of the Minutes for the April 25, 1996 Metro Council Meeting.	
	6.	**ORDINANCES - FIRST READING**	
3:00 PM (5 min)	6.1	**Ordinance No. 96-642**, For the Purpose of Establishing a Temporary Decrease in the Rate of the Metro Excise Tax.	

3:05 PM (5 min.)	6.2	**Ordinance No. 96-641**, Amending the FY 1995-96 Budget and Appropriations schedule by transferring $96,601 from the Spectator Facilities Fund contingency and $64,199 from capital outlay to Civic Stadium materials and services; and $276,000 from the Regional Parks and Expo Fund contingency to Expo Center materials and services and capital outlay to meet unforeseen increased expenditures; and Declaring and Emergency.	
	7.	**RESOLUTIONS**	
3:10 PM (10 min.)	7.1	**Resolution No. 96-2277**, For the Purpose of Approving the FY 1996-97 Budget and Transmitting the Approved Budget to the Tax Supervising and Conservation Commission.	Monroe
3:20 PM (10 min.)	**8.**	**COUNCILOR COMMUNICATIONS**	
3:30 PM		**ADJOURN**	

Agenda Item Number 5

Consideration of the April 25, 1996 Metro Council Minutes

Metro Council meeting
Thursday, May 2, 1996

MINUTES OF THE METRO COUNCIL MEETING

April 25, 1996

Council Chamber

Councilors Present: Jon Kvistad (Presiding Officer), Susan McLain (Deputy Presiding Officer), Councilor Patricia McCaig, Councilor Ruth McFarland and Councilor Ed Washington

Councilors Absent: Councilor Don Morissette, Councilor Rod Monroe

Presiding Officer Kvistad called the meeting to order at 7:05 PM.

1. INTRODUCTIONS

None.

2. CITIZEN COMMUNICATIONS

None.

3. EXECUTIVE OFFICER COMMUNICATIONS

None.

4. CONSENT AGENDA

4.1 **Consideration of Minutes for the April 18, 1996 Metro Council Meeting.**

Motion: Councilor Washington moved for approval of the Minutes and was seconded by Councilor McLain.

Vote: All those present voted aye. The vote was 5-0 and the motion passed unanimously by all councilors present. Councilors Monroe and Morissette were absent.

5. ORDINANCES — SECOND READINGS

5.1 **Ordinance No. 96-639A,** Amending the FY 1996-96 Budget and Appropriations Schedule for the Purpose of Adopting the FY 1995-96 Supplemental Budget; and Declaring an Emergency.

Motion: Councilor Ruth McFarland moved adoption of Ordinance No. 96-639A.

Second: Councilor Washington seconded the motion.

Public Hearing: None.

Discussion: Councilor McFarland spoke to the ordinance and urged

its adoption.

Vote: The vote was 5/0 in favor of adoption of the ordinance. Councilors Monroe and Morissette were absent.

5.2 **Ordinance No. 96-640,** For the purpose of amending the FY 1995-96 Budget and Appropriations Schedule, transferring $10,655 from General Fund Contingency to Personal Services; and declaring an Emergency.

Motion: Councilor Susan McLain moved adoption of Ordinance No. 96-640.

Second: Councilor Washington seconded the motion.

Public Hearing: None.

Discussion: Councilor McLain stated this ordinance is simply taking money from the General Fund and moving to Personal Services Contingency secondary to the fact that some people are starting to claim unemployment benefits and there is not sufficient money in the line item to cover the expenditures. Councilor McLain urged adoption of Ordinance 96-640.

Vote: The vote was 5/0 in favor of adoption of the ordinance. Councilors Monroe and Morissette were absent.

6. RESOLUTIONS

6.1 **Resolution No. 96-2310,** For the Purpose of Approving the Year Seven Annual Waste Reduction Program for Local Governments.

Motion: Councilor Susan McLain moved adoption of Resolution No. 96-2310

Second: Councilor McFarland seconded the motion.

Public Hearing: None.

Discussion: Councilor McLain stated that the purpose of Resolution No. 96-2310 was for the purpose of studying the Year Seven Annual Waste Reduction Programs for local governments. Councilor McLain urged adoption of this resolution.

Vote: The vote was 5/0 in favor of adoption of the ordinance. Councilors Monroe and Morissette were absent.

6.2 **Resolution No. 96-2315,** For the Purpose of Confirming Multnomah County Nominee George Bell as a Member of the Metropolitan Exposition-Recreation Commission.

Motion:	Councilor Ed Washington moved adoption of Resolution No. 96-2315
Second:	Councilor McFarland seconded the motion.
Public Hearing:	Mr. Bell spoke to the Council and thanked them for the opportunity to serve in this capacity.
Discussion:	Councilor Washington discussed Mr. Bell's qualifications for appointment to the Metropolitan Exposition-Recreation Commission and urged council adoption of Ordinance No. 96-2315.
Vote:	The vote was 5/0 in favor of adoption of the ordinance. Councilors Monroe and Morissette were absent.

EXECUTIVE SESSION HELD PURSUANT TO ORS 192.660(1)(E). DELIBERATIONS WITH PERSONS DESIGNATED TO NEGOTIATE REAL PROPERTY TRANSACTIONS.

X. COUNCILOR COMMUNICATIONS

None.

There being no further business before the Council, Presiding Officer Kvistad adjourned the meeting at 7:50 PM.

Prepared by,

David Aeschliman
Council Clerk

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Agenda Item Number 6.1

Ordinance No. 96-642, For the Purpose of Establishing a Temporary Decrease in the Rate of the Metro Excise Tax.

Metro Council meeting
Thursday, May 2, 1996

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ESTABLISHING A TEMPORARY DECREASE IN THE RATE OF THE METRO EXCISE TAX	))))	Ordinance No. 96-642 Introduced by Councilor Rod Monroe

THE METRO COUNCIL ORDAINS AS FOLLOWS:

Section 1.

Notwithstanding the provision of Section 7.01.020(b) of the Metro Code, the rate of tax for the Metro Excise Tax for the period from the effective date of this Ordinance until June 30, 1997, shall be 7.25 %. On and after July 1, 1997, the rate of tax shall be 7.5%.

ADOPTED by the Metro Council this _____ day of _____, 1996.

_____
Jon Kvistad, Presiding Officer

Approved as to Form:

_____
Daniel B. Cooper, General Counsel

jep
r-o/1272

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 96-641 AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING $96,601 FROM THE SPECTATOR FACILITIES FUND CONTINGENCY AND $64,199 FROM CAPITAL OUTLAY TO CIVIC STADIUM MATERIALS AND SERVICES; AND $276,000 FROM THE REGIONAL PARKS AND EXPO FUND CONTINGENCY TO EXPO CENTER MATERIALS AND SERVICES AND CAPITAL OUTLAY TO MEET UNFORESEEN INCREASED EXPENDITURES; AND DECLARING AN EMERGENCY.

Date: April 19, 1995 Presented by: Heather Teed

FACTUAL BACKGROUND AND ANALYSIS

On February 14, 1996, the Metropolitan Exposition-Recreation Commission (MERC) passed Resolution No. 96-12, approving an amendment to the FY 1995-96 adopted budget for submittal to the Metro Council for consideration. This submitted amendment has three purposes:

1. Adjustment of expenditure appropriations to allow for unanticipated operating cost increases of $241,200 for Expo concessions/catering and parking operations.
2. Replacement of parking booths at Expo for $35,000 including installation.
3. Adjustment of expenditures appropriations to allow for unanticipated operating cost increases of $161,800 related to increased business at Civic Stadium.

To accomplish these purposes, the MERC Resolution authorizes transfer of $276,000 from the Regional Parks and Expo Fund Contingency to both materials and services and capital outlay in the Expo Center to meet the unforeseen increased expenditures. The MERC Resolution also authorizes the transfer of $96,601 from the Spectator Facilities Fund contingency and $82,399 from Civic Stadium capital outlay to materials and services.

Based on review by MERC and Administrative Services staff, it was determined that the classification of the expenditures proposed by the MERC Resolution are more accurately reflected as transfer of $96,601 from the Spectator Facilities Fund contingency and reduction of the submitted transfer from Civic Stadium capital outlay to materials and services by $18,200 to $64,199. These adjustments are reflected in Exhibits A and B to Metro Ordinance No. 96-641. A copy of MERC Resolution 96-12 is also attached.

At the time the FY 1995-96 budget was prepared, contract negotiations were ongoing with the concessions/catering contractor for both the Civic Stadium and the Expo Center. The budget estimates for the Concessions/Catering expenditures were based

upon past experience, contract proposals received, and MERC's estimate of the terms that would be included in the negotiated contract.

Fine Host was awarded the contract for both the Civic Stadium and the Expo Center, which continued their contract at the Civic Stadium but made them the new contractor at the Expo Center. Within the contract there is a provision whereby the Contractor would complete the needed concessions capital improvements ($100,000 for Stadium and $450,000 for the Expo Center) and would be reimbursed for these improvements through capital installment payments over a six year period. This unanticipated expenditure necessitates, in part, these budget adjustments.

Expo Center Concessions/Catering and Improvements

When the budget for the Expo Center was prepared it was projected that concessions/catering expenditures would be 63% of the revenues received for this activity. Actual results have shown that, due to the capital installment payments for the capital improvements, and the higher operational costs, the expenditures are now projected to be 82% of revenues causing an additional expenditure of $230,000 ($142,240 in materials and services, and $81,760 in capital outlay).

Staff has met with Fine Host to discuss the increase in operational costs. It appears it is due primarily to increased staffing costs. Additional staff have been used at events because of the contractor's unfamiliarity with Expo operations and an attempt to create goodwill with promoters during the change to a new concessions/catering contractor. MERC staff has met with the contractor to mitigate these costs and will continue to monitor the contract to insure that costs are brought down to an acceptable level.

Expo Center Parking Booths

An adjustment in capital outlay for Expo is requested for the purchase and installation of new parking cashier booths. Currently, there are four parking booths at Expo, three located at the front entrances and one at the back. The current structures are 2x4 framing with plywood covering which makes them wet, drafty, insecure, and visually offensive. In late fall of 1995, one booth was destroyed and another heavily damaged by a fire caused by arson. A third booth was hit by a vehicle recently. A temporary structure has replaced the booth that was destroyed but the need for a more permanent solution exists. The parking contractor has discussed this situation with the Expo Manager and strongly encourages replacing these booths. The costs for the replacement and installation of four booths is approximately $35,000. The replacement booths would be secure and have electrical power similar to the booths located at the Oregon Convention Center.

Expo has also experienced an increase in parking revenue of approximately $112,000. The associated increase in payments to the parking contractor is 10% or $11,000. It is requested that the budget be adjusted to increase parking expenditures by $11,000.

Both of the budget adjustments related to the Expo Center are possible due to an increase in fund balance of $355,734 recognized in the audit of fiscal year 1994-95. This change in fund balance was reported in the Comprehensive Annual Financial Report (CAFR). A supplemental budget was submitted to the Tax Supervising and Conservation Commission (TSCC) adjusting the Expo Center budget and increasing appropriations in contingency. The Council adopted the supplemental budget via Ordinance No. 96-632 on March 7, 1996.

Civic Stadium Concessions/Catering and Improvements

It is projected that through the end of the fiscal year, revenues at Civic Stadium will increase by $250,000 over the budgeted amount of $906,081. This increase is primarily due to the success of the Portland Rockies during the 1995 season and their continued success expected in June, 1996. As a result of these increased revenues and capital installment payment for the capital improvements, an increase in concessions/catering expenditures of $161,800 is required. The proposed budget amendment transfers expenditure appropriations from both Contingency and Capital Outlay.

FISCAL IMPACT

The adjustments in budget appropriations do not effect the total appropriations level in these funds. The changes are listed below:

	Revised Budget thru 3/14/96	Amendment	Revised Budget
Civic Stadium			
Personal Services	$ 687,171	$ -	$ 687,171
Materials and Services	1,076,950	161,800	1,238,750
Capital Outlay	370,075	(64,199)	305,876
Contingency	97,601	(97,601)	0
	$ 2,231,797	$ -	$ 2,231,797
Expo Center			
Personal Services	$ 525,266	$ -	$ 525,266
Materials and Services	1,233,345	159,240	1,392,585
Capital Outlay	2,691,450	116,760	2,808,210
Contingency	539,924	(276,000)	263,924
	$ 4,989,985	$ -	$ 4,989,985

M E M O R A N D U M

METRO

April 18, 1996

TO: Metro Council

FROM: Mike Burton, Executive Officer

RE: MERC Resolution Number 96-12

I have reviewed MERC Resolution Number 96-12 and have the following issues and concerns.

1. In the contract with Fine Host for concessions/catering services, MERC has included a loan from Fine Host for $550,000 for improvements to the food and beverage operation at both the Civic Stadium and at Expo. The terms of this loan are 9% simple interest on the unpaid balance and the "repayment of the loan, on a straight line, monthly basis, shall be taken out of the operation as an expense item, to be amortized over six (6) years. Any remaining unpaid balance shall be repaid by Commission as a buy out of this Agreement is (sic) terminated for any reason, or if Concessionaire is not selected as the contractor for the period following June 30, 1999." (Fine Host contract, pg. 12)

   This issue raises the following concerns:

   a. Metro General Counsel has informed me that Metro E-R Commission is not authorized to issue debt and this provision in the contract constitutes the issuance of debt.
   b. the interest rate is at 9% compared with 5-6% currently being charged through the special district capital lease program which Metro utilizes for capital lease needs.

2. The MERC staff report cites increased labor costs for concessions at Expo. MERC has stated that this increase was due to the change in contractor and the new contractor did not understand the business at Expo and was trying to build goodwill with event promoters.

   This issue raises the following concerns:

   a. Although MERC has provided me with explanations as to what happened, I still question why this overage was not discovered and brought in line prior to January.
   b. Even though Fine Host was not the previous contractor at Expo, they have been providing concessions/catering services for MERC for several years and had more access to information on Expo operations that others. The operations at Expo should not have been a surprise of this magnitude.
   c. If this overage is a result of a error in a business decision made by Fine Host, is it MERC's responsibility to absorb the cost of the error made by Fine Host?

In conclusion, I do not recommend the adoption of Ordinance No. 96-641. I recommend that the Council discuss business practices with the Metro E-R Commission and, if the Council feels it is warranted, institute policies and procedures that better control this type of expenditure and/or make managers of the MERC operations more accountable to current policies and procedures.

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 96-12

Authorizing a budget amendment to the FY 1995-96 Adopted Budget for the Civic Stadium and Expo Center (Spectator Facilities and Regional Parks and Expo Funds).

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

	Adopted Budget	Amendment	Revised Budget
Civic Stadium:			
Mat'ls & Services	$1,076,950	$ 180,000	$1,256,950
Capital Outlay	$ 370,075	$(82,399)	$ 287,676
Contingency	$ 97,601	$(97,601)	$ 0
Expo Center:			
Mat'ls & Services	$1,233,245	$ 241,000	$1,474,245
Capital Outlay	$ 191,450	$ 35,000	$ 226,450
Contingency	$ 539,924*	$(276,000)	$ 263,924

*Subject to adoption of Ordinance No. 96-632 (Supplemental Budget) before the Metro Council.

BE IT THEREFORE RESOLVED:

That the Metropolitan Exposition-Recreation Commission approves the above budget amendment and submits it to the Metro Council.

Passed by the Commission on February 14, 1996.

Chairman

Secretary-Treasurer

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

By: _____
Mark B. Williams
Senior Assistant Counsel

I HEREBY CERTIFY THAT THE FOREGOING IS A COMPLETE AND EXACT COPY OF THE ORIGINAL THEREOF

EXECUTIVE SECRETARY,
METROPOLITAN E-R COMMISSION

STAFF REPORT

Agenda/Item Issue: Approval of amendment to the FY 95-96 budget for Civic Stadium and Expo Center.

Resolution No. 96-12

Date: February 14, 1996 Presented by: Heather Teed

BACKGROUND AND ANALYSIS:

At the time the FY 95-96 budget was prepared, contract negotiations we on-going for the Concessions/Catering contractor for the Stadium and Expo. The budget estimates for Concessions/Catering were based on past experience, the contract proposals and our estimate of terms that would be included in the final contract.

As a result of those contract negotiations, Fine Host was awarded the contract for the Stadium and Expo. The Expo had previously been serviced by a different contractor. Additionally, the contract contained a provision whereby the Contractor would pay for needed Concessions capital improvements ($100,000 for Stadium and $450,000 for Expo) and would be reimbursed through operations over a 6 year period. This new expense necessitates, in part, an adjustment to the budgeted expenditures.

For the Stadium, Concessions/Catering revenues are expected to increase approximately $250,000 over the budgeted amount. That increase is due mainly to the Portland Rockies' success experienced in the summer of 1995 as well as the projected continued success of their season in June 1996, which affects this fiscal year. Because of this increase in revenue, and to recognize the impact of the amortization of the capital improvements pay-back, an increase in Concessions/Catering expenditures of $180,000 is necessary. This amount will be taken from a combination of Contingency and Capital Outlay appropriations.

For Expo, Concessions/Catering revenues are projected to remain as budgeted. However, due to the capital improvements pay-back as well as other increased costs in the operations, an increase in Concession/Catering expenditures of $230,000 is required.

When the Expo budget was prepared, we had assumed expenditures as a percentage of revenues for Concessions/Catering would be 63%. The capital improvements amortization has an impact of adding another 10%. Additionally, the operational costs are higher than projected. We now expect the percentage of expenditures to revenues to be 82%.

Staff has met with Fine Host to discuss the increase in operational costs. It appears that the increase is due primarily to increased staffing costs. Because Fine Host was unfamiliar with Expo operations and in an attempt to keep the promoters "happy" during this transition to a new vendor, additional staff have been used during events. MERC staff will continue to monitor this situation and work with Fine Host to bring costs down to an acceptable level. In the mean time, given the number of months remaining in the fiscal year, combined with the number of events remaining, we believe this budget amendment is conservative, yet appropriate.

Additionally, the Expo has experienced an increase in parking revenues over budget of approximately $112,000. The associated costs of this increase is 10% or $11,000. We request that an increase of $11,000 be appropriated to Parking expenditure.

One additional budget change is to increase Capital Outlay $35,000 for the purchase and installation of new parking houses. There are currently four parking houses at Expo: three located at the front entrance to the parking lot and one at the rear. These parking houses are 2X4 framing with plywood covering, have no security, are drafty, wet and visually offensive. In late fall of 1995, one of the parking houses was destroyed and another heavily damaged by fire from an arsonist. We have been substituting a portable box office for the house that was destroyed. Additionally, a third house was recently hit by a vehicle. The parking contractor has discussed this situation with the Expo Manager and strongly encourages replacing these houses.

Because of these unforseen events, staff has determined that replacement of these parking houses is necessary. The costs of four houses is approximately $30,000, with another $5,000 for installation materials.

The total, then, for expenditure increases for Expo total $276,000, to be taken from Contingency.

As a point of clarification, the Adopted Budget for Expo appropriated $184,190 for Contingency; the Supplemental Budget for Expo adds $355,734 to Contingency, for a total of 539,924. Therefore, assuming the eventual adoption of the Supplemental Budget by Metro Council, there will be sufficient Contingency to effect this expenditure increase.

FISCAL IMPACT:

Because the effect of these expenditure increases is to move monies among existing appropriations, there is no fiscal impact to the budgeted bottom-line for either facility.

RECOMMENDATION:

Staff recommends that the Commission approve the 1995-96 budget amendment for Civic Stadium and Expo Center and forward it to the Metro Council for their consideration and approval.

Agenda Item Number 6.2

Ordinance No. 96-641, Amending the FY 1995-96 Budget and Appropriations Schedule by transferring $96,601 from the Spectators Facilities Fund contingency and $64,199 from capital outlay to Civic Stadium materials and services; and $276,000 from the Regional Parks and Expo Fund contingency to Expo Center Materials and Services and Capital Outlay to Meet Unforseen Increased Expenditures; and Declaring an Emergency.

Metro Council meeting
Thursday, May 2, 1996

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING $97,601 FROM THE SPECTATOR FACILITIES FUND CONTINGENCY AND $64,199 FROM CAPITAL OUTLAY TO CIVIC STADIUM MATERIALS AND SERVICES AND $276,000 FROM THE REGIONAL PARKS AND EXPO FUND CONTINGENCY TO EXPO CENTER MATERIALS AND SERVICES AND CAPITAL OUTLAY TO MEET UNFORESEEN INCREASED EXPENDITURES; AND DECLARING AN EMERGENCY	)	ORDINANCE NO. 96-641 Introduced by Councilor Ruth McFarland

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 of transferring $97,601 from the Spectator Facilities Fund Contingency and $64,199 from Capital Outlay to the Civic Stadium materials and services.

2. That the FY 1995-96 Budget and Schedule of Appropriations are hereby further amended as show in the column titled "Revision" of Exhibits A and B to this Ordinance for the purposes of transferring $276,000 from the Regional Parks and Expo Fund Contingency to the Expo Center Materials and Services and Capital Outlay.

3. 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 _____, 1996.

_____
Jon Kvistad, Presiding Officer

ATTEST:

_____
Recording Secretary

Approved as to Form:

_____
Daniel B. Cooper, General Counsel

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Exhibit A
Ordinance No. 96-641

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Regional Parks and Expo Fund						
	Resources						
	TOTAL RESOURCES		**12,128,738**		**0**		**12,128,738**
	Requirements						
	TOTAL REGIONAL PARKS EXPENDITURES	**47.10**	**4,928,501**	**0.00**	**0**	**47.10**	**4,928,501**
	Expo Center						
	Total Personal Services	**11.83**	**525,266**	**0.00**	**0**	**11.83**	**525,266**
	Materials & Services						
521100	Office Supplies		2,000		0		2,000
521210	Landscape Supplies		4,000		0		4,000
521220	Custodial Supplies		9,800		0		9,800
521240	Graphics/Reprographic Supplies		200		0		200
521260	Printing Supplies		400		0		400
521290	Other Operating Supplies		1,000		0		1,000
521292	Small Tools		3,000		0		3,000
521293	Promotional Supplies		0		0		0
521310	Subscriptions		100		0		100
521320	Dues		875		0		875
521400	Fuels & Lubricants		3,900		0		3,900
521510	Maintenance & Repairs Supplies-Building		9,600		0		9,600
521520	Maintenance & Repairs Supplies-Grounds		3,000		0		3,000
521530	Maintenance & Repairs Supplies-Vehicles		750		0		750
521540	Maintenance & Repairs Supplies-Equipment		1,500		0		1,500
524130	Promotion/Public Relation Services		35,000		0		35,000
524190	Miscellaneous Professional Services		0		0		0
525100	Utilities		0		0		0
525110	Utilities-Electicity		87,900		0		87,900
525120	Utilities-Water & Sewer Charges		16,300		0		16,300
525130	Utilities-Natural Gas		32,000		0		32,000
525150	Utilities-Sanitation Service		35,000		0		35,000
525200	Cleaning Services		65,000		0		65,000
525610	Maintenance & Repair Services-Building		1,500		0		1,500
525620	Maintenance & Repairs Services-Grounds		12,000		0		12,000
525630	Maintenance & Repairs Services-Vehicles		1,000		0		1,000
525640	Maintenance & Repairs Services-Equipment		6,060		0		6,060
525710	Equipment Rental		10,820		0		10,820
526200	Ads & Legal Notices		6,700		0		6,700
526310	Printing Services		4,400		0		4,400
526320	Typesetting & Reprographics Services		3,000		0		3,000
526410	Telephone		9,700		0		9,700
526420	Postage		500		0		500
526430	Catalogues & Brochures		1,000		0		1,000
526440	Delivery Services		500		0		500
526500	Travel		6,500		0		6,500
526690	Concessions/Catering Contract		769,500		148,240		917,740
526691	Parking Contract		73,240		11,000		84,240
526700	Temporary Help Services		10,500		0		10,500

Exhibit A
Ordinance No. 96-641

ACCT #	FISCAL YEAR 1995-96 DESCRIPTION	CURRENT BUDGET FTE	CURRENT BUDGET AMOUNT	REVISION FTE	REVISION AMOUNT	PROPOSED BUDGET FTE	PROPOSED BUDGET AMOUNT
	Regional Parks and Expo Fund						
526800	Training, Tuition, Conferences		1,000		0		1,000
528100	License, Permits, Payments to other Agencies		0		0		0
529800	Miscellaneous Expenditures		0		0		0
529910	Uniform Supply		1,000		0		1,000
526900	Miscellaneous Other Purchased Services		0		0		0
529500	Meetings		500		0		500
529835	External Promotion		2,500		0		2,500
	Total Materials & Services		1,233,245		159,240		1,392,485
	Capital Outlay						
571100	Land		0				0
571200	Improvements other than buildings		75,000		116,760		191,760
571300	Buildings, Exhibits & Related		80,000		0		80,000
571400	Equipment and Vehicles		31,200		0		31,200
571500	Purchases-Office Furniture & Equipment		5,250		0		5,250
574120	Architectural Services		1,000,000		0		1,000,000
574130	Engineering Services		1,500,000		0		1,500,000
574520	Construction Work/Materials-Buildings		0		0		0
	Total Capital Outlay		2,691,450		116,760		2,808,210
	TOTAL EXPO CENTER EXPENDITURES	11.83	4,449,961	0.00	276,000	11.83	4,725,961
	General Expenses						
	Total Interfund Transfers		640,736		0		640,736
	Contingency and Unappropriated Balance						
599999	Contingency						
	* Undesignated		668,999		(276,000)		392,999
	* Open Spaces Bonds		64,132		0		64,132
599990	Unappropriated Balance		0		0		0
	* Undesignated		636,409		0		636,409
	* Expo Center Renewal & Replacement		740,000		0		740,000
	Total Contingency and Unappropriated Balance		2,109,540		(276,000)		1,833,540
	TOTAL FUND REQUIREMENTS	58.93	12,128,738	0.00	0	58.93	12,128,738

Exhibit A
Ordinance No. 96-641

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Spectators Facilities Fund						
	Resources						
	TOTAL RESOURCES		**9,894,621**		**0**		**9,894,621**
	Civic Stadium Operations						
	Total Personal Services	**17.41**	**687,171**		**0**	**17.41**	**687,171**
	Materials & Services						
521100	Office Supplies		3,325		0		3,325
521220	Custodial Supplies		6,889		0		6,889
521260	Printing Supplies		2,000		0		2,000
521290	Other Supplies		25,636		0		25,636
521292	Small Tools		1,000		0		1,000
521293	Promotion Supplies		2,000		0		2,000
521310	Subscriptions		600		0		600
521320	Dues		425		0		425
521400	Fuels & Lubricants		1,357		0		1,357
521510	Maint & Repair Supplies-Buildings		10,921		0		10,921
521520	Maint & Repair Supplies-Grounds		500		0		500
521540	Maint & Repair Supplies-Equipment		4,232		0		4,232
521590	Maint & Repair Supplies-Other		1,068		0		1,068
524190	Misc professional services		154,830		0		154,830
525110	Utilities-Electricity		77,920		0		77,920
525120	Utilities-Water and Sewer		14,101		0		14,101
525150	Utilities-Sanitation Services		11,917		0		11,917
525610	Maintenance & Repair Services-Building		10,518		0		10,518
525620	Maintenance & Repair Services-Grounds		1,000		0		1,000
525630	Maintenance & Repair Services-Vehicles		500		0		500
525640	Maintenance & Repair Services-Equipment		16,910		0		16,910
525690	Maintenance & Repair Services-Other		1,000		0		1,000
525710	Equipment Rental		5,900		0		5,900
526200	Advertising and Legal Notices		2,224		0		2,224
526310	Printing Services		1,830		0		1,830
526320	Typesetting & Reprographic		300		0		300
526410	Telephone		9,000		0		9,000
526420	Postage		3,600		0		3,600
526430	Catalogues & Brochures		2,000		0		2,000
526440	Communications - Delivery Services		1,250		0		1,250
526500	Travel		3,325		0		3,325
526690	Concession/Catering Contract		561,770		161,800		723,570
526700	Temporary Help Services		107,109		0		107,109
526800	Training, Tuition, Conferences		2,925		0		2,925
526910	Uniforms and Cleaning		10,468		0		10,468
528100	Licenses, Permits & Pymts to Agencies		10,700		0		10,700
529800	Miscellaneous		1,000		0		1,000
529835	External Promotion Expenditures		4,900		0		4,900
	Total Materials & Services		**1,076,950**		**161,800**		**1,238,750**

Exhibit A
Ordinance No. 96-641

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Spectators Facilities Fund						
	Capital Outlay						
571200	Improvements Other than Buildings		174,000		(64,199)		109,801
571300	Buildings, Exhibits & Related		157,700		0		157,700
571400	Purchases - Equipment and Vehicles		32,345		0		32,345
571500	Purchases - Office Furniture and Equipment		6,030		0		6,030
	Total Capital Outlay		370,075		(64,199)		305,876
	TOTAL CIVIC STADIUM EXPENDITURES	17.41	2,134,196	0.00	97,601	17.41	2,231,797
	Performing Arts Center Operations						
	Total Personal Services	111.47	3,704,224	0.00	0	111.47	3,704,224
	Total Materials & Services		1,311,123		0		1,311,123
	Total Capital Outlay		150,000		0		150,000
	TOTAL PERFORMING ARTS CENTER EXPENDITURES	111.47	5,165,347	0.00	0	111.47	5,165,347
	Total Interfund Transfers		710,464		0		710,464
	Contingency and Unappropriated Balance						
599999	Contingency		192,601		(97,601)		95,000
599990	Unappropriated Balance		1,692,013		0		1,692,013
	Total Contingency and Unappropriated Balance		1,884,614		(97,601)		1,787,013
	TOTAL SPECTATOR FACILITIES FUND EXPENDITURES	128.88	9,894,621	0.00	0	128.88	9,894,621

Exhibit B
Ordinance No. 96-641
FY 1995-96 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Proposed Appropriation
REGIONAL PARKS AND EXPO FUND			
Regional Parks and Greenspaces			
Personal Services	1,860,171	0	1,860,171
Materials & Services	1,902,130	0	1,902,130
Capital Outlay	1,166,200	0	1,166,200
Subtotal	4,928,501	0	4,928,501
Expo Center			
Personal Services	525,266	0	525,266
Materials & Services	1,233,245	159,240	1,233,245
Capital Outlay	2,691,450	116,760	2,691,450
Subtotal	4,449,961	276,000	4,449,961
Interfund Transfers	640,736	0	640,736
Contingency	733,131	(276,000)	733,131
Unappropriated Balance	1,376,409	0	1,376,409
Total Fund Requirements	**$12,128,738**	**$0**	**$12,128,738**
SPECTATOR FACILITES FUND			
Civic Stadium			
Personal Services	687,171	0	687,171
Materials & Services	1,076,950	161,800	1,238,750
Capital Outlay	370,075	(64,199)	305,876
Subtotal	2,134,196	97,601	2,231,797
Portland Center for the Performing Arts			
Personal Services	3,704,224	0	3,704,224
Materials & Services	1,311,123	0	1,311,123
Capital Outlay	150,000	0	150,000
Subtotal	5,165,347	0	5,165,347
Interfund Transfers	710,464	0	710,464
Contingency	192,601	(97,601)	95,000
Unappropriated Balance	1,692,013	0	1,692,013
Total Fund Requirements	**$9,894,621**	**$0**	**$9,894,621**

All Other Appropriations Remain As Previously Adopted

Agenda Item 7.1

Resolution No. 96-2277, For the Purpoise of Approving the FY 1996-97 Budget and Transmitting the Approved Bnudget to the Tax Supervising and Conservation Commission.

Metro Council meeting
Thursday, May 2, 1996

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING THE FY 1996-97 BUDGET AND TRANSMITTING THE APPROVED BUDGET TO THE TAX SUPERVISING AND CONSERVATION COMMISSION	RESOLUTION NO. 96-2277 Introduced by Councilor Rod Monroe

WHEREAS, The Metro Council, convened as the Budget Committee, has reviewed the FY 1996-97 Proposed Budget; and

WHEREAS, The Council, convened as the Budget Committee, has conducted a public hearing on the FY 1996-97 Proposed Budget; and

WHEREAS, Pursuant to Oregon Budget Law, the Council, convened as the Budget Committee, must approve the FY 1996-97 Budget, and said approved budget must be transmitted to the Tax Supervising and Conservation Commission for public hearing and review; now, therefore,

BE IT RESOLVED,

1. That the Proposed FY 1996-97 Budget as amended by the Metro Council, convened as the Budget Committee, which is on file at the Metro offices, is hereby approved.

2. That the Executive Officer is hereby directed to submit the Approved FY 1996-97 Budget and Appropriations Schedule to the Tax Supervising and Conservation Commission for public hearing and review.

ADOPTED by the Metro Council this ___ day of _____, 1996.

Jon Kvistad, Presiding Officer

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STAFF REPORT

CONSIDERATION OF RESOLUTION 96-2277 APPROVING THE FISCAL YEAR 1996-97 BUDGET AND TRANSMITTING THE APPROVED BUDGET TO THE TAX SUPERVISING AND CONSERVATION COMMISSION

Date: January 31, 1996 Presented by: Councilor Rod Monroe

FACTUAL BACKGROUND AND ANALYSIS

The Fiscal Year 1996-97 Proposed Budget has been forwarded to Council for consideration. Ordinance No. 96-631, presented to Council on February 15, 1996, is the formal instrument by which the budget will be adopted. Final action to adopt the budget is scheduled for the end of June 1996.

Prior to adoption, ORS 294.635, Oregon Budget Law, requires that Metro prepare and submit the District's approved budget to the Tax Supervising and Conservation Commission by May 15, 1996. The Commission will conduct a hearing during June 1996 for the purpose of receiving information from the public regarding the Council's approved budget.

This action will formally approve the Council's Fiscal Year 1996-97 Budget, and direct the Executive Officer to submit the approved budget to the Tax Supervising and Conservation Commission for public hearing and review.

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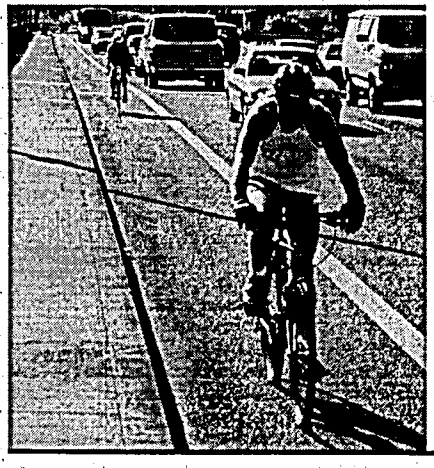
BICYCLE MASTER PLAN

Making Bicycling an Integral Part of Daily Life in Portland

Bicycle Master Plan



City of Portland

Office of Transportation

May 1, 1996

BICYCLE MASTER PLAN

Executive Summary

Introduction

Portland is considered one of the country's most bicycle-friendly cities. In October 1995, it was selected by *Bicycling Magazine* as the most bicycle friendly city in the United States. How did we get there?

Portland's first Bicycle Plan was developed in 1973 by a residents' task force. This effort led to the creation of the Portland Office of Transportation's Bicycle Program—one of the country's oldest—and the Bicycle Advisory Committee, a group of residents appointed by City Council to advise on all matters related to bicycling.

The bicycle is a key means of transportation for thousands of Portland residents and a desired means of transportation for many thousands more. Over half of Portland residents own a bicycle and ride at least occasionally. Bicycle use is rising rapidly. The bicycle share of trips is about two percent in Portland, 3.3 percent in the inner, more dense areas of town. While only 200 cyclists per day were recorded on the Hawthorne Bridge in 1975, by 1995 this number had climbed to nearly 2,000.

Many aspects of Portland encourage bicycle use. Portland's current bikeway network consists of over 150 miles of bicycle lanes, bicycle boulevards, and off-street paths. Tri-Met's entire bus fleet is equipped with bicycle racks. From July 1994 to July 1995, close to 80,000 bicycles were taken on MAX or bus and over 6,300 permits sold. Cyclists can park at over 1,400 publicly-installed bicycle racks or rent longer-term space at one of 190 bicycle lockers. Bicycle commuters can take advantage of one of the new "Bike Central" stations (providing showers, changing facilities, and long-term bicycle storage), while new cyclists will soon be able to enjoy escorted commute rides.

The energy and commitment of many organizations and businesses improve the bicycling environment. Portland's Parks Bureau and Metro's Greenspaces Program are installing dozens of miles of off-street paths, such as the Springwater Corridor and Eastside Esplanade. More than a dozen bicycle shops provide crucial services to Portland cyclists. There is an impressive array of advocacy, education, and riding groups, including the Bicycle Transportation Alliance, Community Cycling Center, Critical Mass, Kaiser Permanente's Injury Prevention Program, Portland United Mountain Pedalers, Portland Wheelmen Touring Club, and Yellow Bike Program.

Introduction

(continued)

The Portland Police Bureau and the Office of Transportation's Parking Patrol use bicycles, as do some of Portland General Electric's meter readers.

Finally, a diverse coalition of educators, administrators, bicycle advocates, and government agencies are working to make bicycling a more viable and safe option for children. These efforts include the Office of Transportation's Kids on the Move curriculum, Traffic Calming Program (installing speed bumps and signal beacons around schools), Community Traffic Safety Program (For Kids' Sake Slow Down campaign, and bicycle safety workshops), and Bicycle Program (installing bicycle racks at, and bikeways to, schools.) Others involved include Portland Public Schools, parents, educators, the Community Cycling Center (teaching children bicycle safety, repair, and riding skills), and numerous groups working to increase helmet use.

With this kind of momentum, increasing bicycle use should be a snap. However, despite all these efforts, Portland still has a long way to go to be truly bicycle-friendly. Our bikeway network is discontinuous and incomplete; only five percent of arterial streets have bicycle lanes. Bicycle parking is found at only two percent of commercial businesses outside the central city. Very few children bicycle to school even if they live less than a mile away. People from all ages, parts of the city, and walks of life have requested improvements to the bicycling environment. Numerous local surveys, focus groups, and other comment opportunities consistently demonstrate the public's interest in and commitment to bicycling as a means of transportation.

Background

The Bicycle Master Plan was created over a two and a half year period with input from over 2,000 residents, including neighborhood activists, business people, parents, educators, regular cyclists, and individuals wishing to bicycle—both for the first time and more frequently. Additional input came from staff of the Portland Office of Transportation, Tri-Met, the Port of Portland, Multnomah County, Washington County, Clackamas County, Metro, the Oregon Department of Transportation, and the Portland Bureaus of Planning and Parks.

The Plan provides guidance over a 20-year period for improvements that will encourage more people to ride more frequently for daily needs. The mission of the Master Plan is to make bicycling an integral part of daily life in Portland.

Key Elements

The Bicycle Master Plan address five key elements:

1) policies and objectives that form part of Portland's *Comprehensive Plan Transportation Element*;

2) developing a recommended bikeway network;

3) providing end-of-trip facilities;

4) improving the bicycle-transit link; and

5) promoting bicycling through education and encouragement.

Associated with each of these elements are objectives, action items, and five-, 10-, and 20-year benchmarks to measure progress. Where appropriate, the costs of achieving these benchmarks are included. These benchmarks and costs are found at the end of this Executive Summary.

In addition, the Plan provide bikeway design and engineering guidelines and a summary of laws relating to bicycle use.

Bicycle Transportation Policy and Objectives

Policy 6.12 of the *Transportation Element* of the City's *Comprehensive Plan* is the following statement:

Make the bicycle an integral part of daily life in Portland, particularly for trips of less than five miles, by implementing a bikeway network, providing end-of-trip facilities, improving bicycle/transit integration, encouraging bicycle use, and making bicycling safer.

The following objectives accompany this policy statement.

Objectives:

A. Complete a network of bikeways that serves bicyclists' needs, especially for travel to employment centers, commercial districts, transit stations, institutions, and recreational destinations.

B. Provide bikeway facilities that are appropriate to the street classifications, traffic volume, and speed on all rights-of-ways.

C. Maintain and improve the quality, operation and integrity of bikeway network facilities.

D. Provide short- and long-term bicycle parking in commercial districts, along Main Streets, in employment centers and multifamily developments, at schools and colleges, industrial developments, special events, recreational areas, and transit facilities such as light rail stations an park-and-ride lots.

E. Provide showers and changing facilities for commuting cyclists. Support development of such facilities in commercial buildings and at "Bike Central" locations.

F. Increase the number of bicycle-transit trips. Support Tri-Met's "Bikes on Transit" Program.

G. Develop and implement education and encouragement plans aimed at youth, adult cyclists, and motorists. Increase public awareness of the benefits of bicycling and of available resources and facilities.

H. Promote bicycling as transportation to and from school.

Bicycle Transportation Policy and Objectives

(continued)

Recommended Bikeway Network

Objectives A, B, and C, listed above, pertain to the development of the bikeway Network.

There are about 185 miles of existing and planned bicycle lanes, bicycle boulevards, and off-street paths in Portland. The bikeway network calls for the addition of approximately 445 miles to this system to create a 630 mile network of preferred and appropriate convenient and attractive bikeways throughout Portland. When complete, this network should enable cyclists to find a bikeway within approximately one-quarter to one-half mile from every location in Portland.

Provide End-of-Trip Facilities

Objectives D and E pertain to providing end-of-trip facilities.

A survey undertaken for the Master Plan found sub-standard bicycle parking in the majority of Portland's commercial areas. Many public facilities, including schools and parks, were likewise deficient in adequate bicycle parking.

To address this problem, the Master Plan calls for a public-private partnership to install higher levels of bicycle parking; provide for long-term bicycle parking to serve commuters, students, and others needing longer-term bicycle storage; and provide other end-of-trip services like showers, changing rooms, and clothing storage.

An estimated 1,900 short-term and 145 long-term bicycle parking spaces exist in Portland. The Plan calls for the development of an additional 8,600 short-term and 23,000 long-term spaces in 20 years.

Improving the Bicycle-Transit Link

Objective F pertains to improving the bicycle-transit link.

Two types of bicycle-transit trips are possible in Portland. Riders can take their bicycles aboard buses and light-rail through the Bicycles-on-Tri-Met program, for which over 6,300 permits have been sold. From July, 1994 to June, 1995 almost 80,000 bicycles-on-transit trips were made. Bicyclists can also "bike-and-ride," making use of long-term bicycle parking at transit centers and light-rail stations. As of February, 1996 there were 56 bicycle locker spaces at transit centers and MAX stations.

The City will continue to support and promote the Bicycles on Tri-Met program, and assist Tri-Met in providing and promoting long-term bicycle parking at the transit system to encourage bicycle use.

Promoting Bicycling Through Education and Encouragement

Objectives G and H pertain to promoting bicycling through education and encouragement.

Bicycle education is concerned with developing safe cycling skills in children, teaching adult cyclists their rights and responsibilities, and teaching motorists how to more effectively share the road with cyclists.

Bicycle Transportation Policy and Objectives

(continued)

Encouragement includes providing a bikeway network, end-of-trip facilities, and bicycle-transit services, holding encouragement events, providing incentives, and providing information and/or maps with recommended cycling routes.

Many organizations throughout Portland provide bicycling education and encouragement. The City will continue to support these organizations as able, with the goal of having three to five annual bicycling promotion events. Additional long-term goals are to have 10 percent of children bicycling to school and 100 percent of children receiving bicycle safety education.

Providing Bikeway Design and Engineering Guidelines

The Master Plan offers detailed design and engineering guidelines for different types of bicycle facilities. Included are intersection designs, signing and marking, maintenance considerations, and bicycle parking code requirements. This information, and the text of state laws and local ordinances pertaining to bicycling, are found in the Master Plan's appendices.

Conclusion

Bicycling produces no air or noise pollution, decreases traffic congestion, reduces taxpayer burden, helps alleviate parking demand, saves energy, uses land and road space efficiently, provides mobility, saves individuals money, improves health and fitness, and is fast and fun! The success of the Bicycle Master Plan will only be assured by the continued support of Portland's cycling community and other residents recognizing the benefits bicycling brings to all residents.

POLICY AND OBJECTIVES	AS OF JANUARY 1996
POLICY 6.12 Bicycle Transportation *Make the bicycle an integral part of daily life in Portland*	2% mode share-all city 3.3% inner city 160 crashes reported (1994 data)
POLICY 6.12 A *Complete a network of bikeways that serves bicyclists' needs*	185 existing and planned (funded) miles of bicycle lanes
POLICY 6.12 B *Provide bikeway facilities that are appropriate to the street classifications, traffic volume and speed on all rights-of-way*	69% of streets today have appropriate bikeway facility
POLICY 6.12 C *Maintain and improve the quality, operation, and integrity of bikeway network facilities*	300 bicycle facility improvement requests annually 25 signal detector loops marked
POLICY 6.12 D *Provide short- and long-term bicycle parking*	1900 short-term (city-provided) 145 long-term (city-provided)
POLICY 6.12 E *Provide showers and changing facilities for commuting cyclists*	50 spaces at YWCA
POLICY 6.12 F *Increase the number of bicycle-transit trips*	4,848 permits sold 42,736 bikes on buses 35,405 bikes on MAX
POLICY 6.12 G *Develop and implement education and encouragement plans*	3-5 annual city-wide events promoting cycling, including Bicycle Commute Week, Bikefest, Bridge Pedal 38% of school-age children receiving bicycle safety education
POLICY 6.12 H *Promote bicycling as transportation to and from school*	2% of children bicycling to school

BY 5 YEARS BENCHMARKS	COSTS	BY 10 YEARS BENCHMARKS	CUMULATIVE COSTS	BY 20 YEARS BENCHMARKS	CUMULATIVE COSTS
Inner Portland: bicycle mode share to 5%		Increase bicycle mode share to 10%		Increase bicycle mode share to 15%	
Whole city: bicycle mode share to 3% Number of bicycle-motor vehicle crashes held constant		Increase bicycle mode share to 6% Number of bicycle-motor vehicle crashes reduced by 10%		Increase bicycle mode share to 10% Number of bicycle-motor vehicle crashes reduced by 20%	
40% complete Approximately 252 bikeway miles	$17,774,000	60% complete Approximately 378 bikeway miles	$40,122,000	100% complete Approximately 630 bikeway miles	$149,760,000
75% of streets have appropriate bikeway facility	Not quantified	85% of streets have appropriate bikeway facility	Not quantified	95% of streets have appropriate bikeway facility	Not quantified
Implement improved maintenance procedures such that requests decrease by 15% from today's levels	$50,000	Requests decrease by 50% from today's levels	$100,000	Requests decrease by 75% from today's levels	$200,000
100% of bikeways with signal detection tuned and retrofitted with pavement markings	$8,000	50% of all signals with detection tuned and retrofitted with pavement markings	$12,000	100% of all signals with detection tuned and retrofitted with pavement markings	$24,000
20% of required bicycle parking spaces		40% of required bicycle parking		100% of required bicycle parking	
1,720 short-term parking spaces	$103,202	3,440 short-term spaces	$206,404	8,600 short-term spaces	$516,010
5,922 long-term parking spaces	$2,671,850	10,765 long-term spaces	$5,091,800	23,134 long-term spaces	$12,027,834
Accommodate 300 commuters at the Downtown and Lloyd districts "Bike Central" locations	$350,000 for "Bike Central" facilities	Showers and changing facilities available to all commuting cyclists needing such accommodations	Not quantified	Showers and changing facilities available to all commuting cyclists needing such accommodations	Not quantified
Tri-Met has not developed a long-range plan					
3 to 5 annual city-wide events promoting cycling	Not quantified	3 to 5 annual city-wide events promoting cycling	Not quantified	3 to 5 annual city-wide events promoting cycling	Not quantified
50% of school-age children receiving bicycle safety education		90% of school age children receiving bicycle safety education		90% of school-age children receiving bicycle safety education	
3% of children bicycling to school	Not quantified	6% of children bicycling to school	Not quantified	10% of children bicycling to school	Not quantified

STAFF REPORT

IN CONSIDERATION OF ORDINANCE NO. 96-641 AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING $97,601 FROM THE SPECTATOR FACILITIES FUND CONTINGENCY AND $64,199 FROM CAPITAL OUTLAY TO CIVIC STADIUM MATERIALS AND SERVICES; AND $276,000 FROM THE REGIONAL PARKS AND EXPO FUND CONTINGENCY TO EXPO CENTER MATERIALS AND SERVICES AND CAPITAL OUTLAY TO MEET UNFORESEEN INCREASED EXPENDITURES; AND DECLARING AN EMERGENCY.

Date: April 30, 1995 Presented by: Heather Teed

FACTUAL BACKGROUND AND ANALYSIS

On February 14, 1996, the Metropolitan Exposition-Recreation Commission (MERC) passed Resolution No. 96-12, approving an amendment to the FY 1995-96 adopted budget for submittal to the Metro Council for consideration. This submitted amendment has three purposes:

1. Adjustment of expenditure appropriations to allow for unanticipated operating cost increases of $230,000 for Expo concessions/catering and $11,000 for Expo parking operations.
2. Replacement of parking booths at Expo for $35,000 including installation.
3. Adjustment of expenditures appropriations to allow for unanticipated operating cost increases of $161,800 related to increased business at Civic Stadium.

To accomplish these purposes, the MERC Resolution authorizes transfer of $276,000 from the Regional Parks and Expo Fund Contingency to both materials and services and capital outlay in the Expo Center to meet the unforeseen increased expenditures. The MERC Resolution also authorizes the transfer of $97,601 from the Spectator Facilities Fund contingency and $82,399 from Civic Stadium capital outlay to materials and services.

Based on review by MERC and Administrative Services staff, it was determined that the classification of the expenditures proposed by the MERC Resolution are more accurately reflected as transfer of $97,601 from the Spectator Facilities Fund contingency and reduction of the submitted transfer from Civic Stadium capital outlay to materials and services by $18,200 to $64,199. These adjustments are reflected in Exhibits A and B to Metro Ordinance No. 96-641. A copy of MERC Resolution 96-12 is also attached.

At the time the FY 1995-96 budget was prepared, contract negotiations were ongoing with the concessions/catering contractor for both the Civic Stadium and the Expo Center. The budget estimates for the Concessions/Catering expenditures were based

upon past experience, contract proposals received, and MERC's estimate of the terms that would be included in the negotiated contract.

Fine Host was awarded the contract for both the Civic Stadium and the Expo Center, which continued their contract at the Civic Stadium but made them the new contractor at the Expo Center. Within the contract there is a provision whereby the Contractor would complete the needed concessions capital improvements ($100,000 for Stadium and $450,000 for the Expo Center) and would be reimbursed for these improvements through capital installment payments over a six year period. This unanticipated expenditure necessitates, in part, these budget adjustments.

Expo Center Concessions/Catering and Improvements

When the budget for the Expo Center was prepared it was projected that concessions/catering expenditures would be 63% of the revenues received for this activity. Actual results have shown that, due to the capital installment payments for the capital improvements, and the higher operational costs, the expenditures are now projected to be 82% of revenues causing an additional expenditure of $230,000 ($148,240 in materials and services, and $81,760 in capital outlay).

Staff has met with Fine Host to discuss the increase in operational costs. It appears it is due primarily to increased staffing costs. Additional staff have been used at events because of the contractor's unfamiliarity with Expo operations and an attempt to create goodwill with promoters during the change to a new concessions/catering contractor. MERC staff has met with the contractor to mitigate these costs and will continue to monitor the contract to insure that costs are brought down to an acceptable level.

Expo Center Parking Booths

An adjustment in capital outlay for Expo is requested for the purchase and installation of new parking cashier booths. Currently, there are four parking booths at Expo, three located at the front entrances and one at the back. The current structures are 2x4 framing with plywood covering which makes them wet, drafty, insecure, and visually offensive. In late fall of 1995, one booth was destroyed and another heavily damaged by a fire caused by arson. A third booth was hit by a vehicle recently. A temporary structure has replaced the booth that was destroyed but the need for a more permanent solution exists. The parking contractor has discussed this situation with the Expo Manager and strongly encourages replacing these booths. The costs for the replacement and installation of four booths is approximately $35,000. The replacement booths would be secure and have electrical power similar to the booths located at the Oregon Convention Center.

Expo has also experienced an increase in parking revenue of approximately $112,000. The associated increase in payments to the parking contractor is 10% or $11,000. It is requested that the budget be adjusted to increase parking expenditures by $11,000.

Both of the budget adjustments related to the Expo Center are possible due to an increase in fund balance of $355,734 recognized in the audit of fiscal year 1994-95. This change in fund balance was reported in the Comprehensive Annual Financial Report (CAFR). A supplemental budget was submitted to the Tax Supervising and Conservation Commission (TSCC) adjusting the Expo Center budget and increasing appropriations in contingency. The Council adopted the supplemental budget via Ordinance No. 96-632 on March 7, 1996.

Civic Stadium Concessions/Catering and Improvements

It is projected that through the end of the fiscal year, revenues at Civic Stadium will increase by $250,000 over the budgeted amount of $906,081. This increase is primarily due to the success of the Portland Rockies during the 1995 season and their continued success expected in June, 1996. As a result of these increased revenues and capital installment payment for the capital improvements, an increase in concessions/catering expenditures of $161,800 is required. The proposed budget amendment transfers expenditure appropriations from both Contingency and Capital Outlay.

FISCAL IMPACT

The adjustments in budget appropriations do not effect the total appropriations level in these funds. The changes are listed below:

	Revised Budget thru 3/14/96	Amendment	Revised Budget
Civic Stadium			
Personal Services	$ 687,171	$ -	$ 687,171
Materials and Services	1,076,950	161,800	1,238,750
Capital Outlay	370,075	(64,199)	305,876
Contingency	97,601	(97,601)	0
	$ 2,231,797	$ -	$ 2,231,797
Expo Center			
Personal Services	$ 525,266	$ -	$ 525,266
Materials and Services	1,233,345	159,240	1,392,585
Capital Outlay	2,691,450	116,760	2,808,210
Contingency	539,924	(276,000)	263,924
	$ 4,989,985	$ -	$ 4,989,985

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution No. 96-12

Authorizing a budget amendment to the FY 1995-96 Adopted Budget for the Civic Stadium and Expo Center (Spectator Facilities and Regional Parks and Expo Funds).

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

	Adopted Budget	Amendment	Revised Budget
Civic Stadium:			
Mat'ls & Services	$1,076,950	$ 180,000	$1,256,950
Capital Outlay	$ 370,075	$(82,399)	$ 287,676
Contingency	$ 97,601	$(97,601)	$ 0
Expo Center:			
Mat'ls & Services	$1,233,245	$ 241,000	$1,474,245
Capital Outlay	$ 191,450	$ 35,000	$ 226,450
Contingency	$ 539,924*	$(276,000)	$ 263,924

*Subject to adoption of Ordinance No. 96-632 (Supplemental Budget) before the Metro Council.

BE IT THEREFORE RESOLVED:

That the Metropolitan Exposition-Recreation Commission approves the above budget amendment and submits it to the Metro Council.

Passed by the Commission on February 14, 1996.

Chairman

Secretary-Treasurer

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

By: _____
Mark B. Williams
Senior Assistant Counsel

I HEREBY CERTIFY THAT THE FOREGOING IS A COMPLETE AND EXACT COPY OF THE ORIGINAL THEREOF.

EXECUTIVE SECRETARY,
METROPOLITAN E-R COMMISSION

STAFF REPORT

Agenda/Item Issue: Approval of amendment to the FY 95-96 budget for Civic Stadium and Expo Center.

Resolution No. 96-12

Date: February 14, 1996 Presented by: Heather Teed

BACKGROUND AND ANALYSIS:

At the time the FY 95-96 budget was prepared, contract negotiations we on-going for the Concessions/Catering contractor for the Stadium and Expo. The budget estimates for Concessions/Catering were based on past experience, the contract proposals and our estimate of terms that would be included in the final contract.

As a result of those contract negotiations, Fine Host was awarded the contract for the Stadium and Expo. The Expo had previously been serviced by a different contractor. Additionally, the contract contained a provision whereby the Contractor would pay for needed Concessions capital improvements ($100,000 for Stadium and $450,000 for Expo) and would be reimbursed through operations over a 6 year period. This new expense necessitates, in part, an adjustment to the budgeted expenditures.

For the Stadium, Concessions/Catering revenues are expected to increase approximately $250,000 over the budgeted amount. That increase is due mainly to the Portland Rockies' success experienced in the summer of 1995 as well as the projected continued success of their season in June 1996, which affects this fiscal year. Because of this increase in revenue, and to recognize the impact of the amortization of the capital improvements pay-back, an increase in Concessions/Catering expenditures of $180,000 is necessary. This amount will be taken from a combination of Contingency and Capital Outlay appropriations.

For Expo, Concessions/Catering revenues are projected to remain as budgeted. However, due to the capital improvements pay-back as well as other increased costs in the operations, an increase in Concession/Catering expenditures of $230,000 is required.

When the Expo budget was prepared, we had assumed expenditures as a percentage of revenues for Concessions/Catering would be 63%. The capital improvements amortization has an impact of adding another 10%. Additionally, the operational costs are higher than projected. We now expect the percentage of expenditures to revenues to be 82%.

Staff has met with Fine Host to discuss the increase in operational costs. It appears that the increase is due primarily to increased staffing costs. Because Fine Host was unfamiliar with Expo operations and in an attempt to keep the promoters "happy" during this transition to a new vendor, additional staff have been used during events. MERC staff will continue to monitor this situation and work with Fine Host to bring costs down to an acceptable level. In the mean time, given the number of months remaining in the fiscal year, combined with the number of events remaining, we believe this budget amendment is conservative, yet appropriate.

Additionally, the Expo has experienced an increase in parking revenues over budget of approximately $112,000. The associated costs of this increase is 10% or $11,000. We request that an increase of $11,000 be appropriated to Parking expenditure.

One additional budget change is to increase Capital Outlay $35,000 for the purchase and installation of new parking houses. There are currently four parking houses at Expo: three located at the front entrance to the parking lot and one at the rear. These parking houses are 2X4 framing with plywood covering, have no security, are drafty, wet and visually offensive. In late fall of 1995, one of the parking houses was destroyed and another heavily damaged by fire from an arsonist. We have been substituting a portable box office for the house that was destroyed. Additionally, a third house was recently hit by a vehicle. The parking contractor has discussed this situation with the Expo Manager and strongly encourages replacing these houses.

Because of these unforseen events, staff has determined that replacement of these parking houses is necessary. The costs of four houses is approximately $30,000, with another $5,000 for installation materials.

The total, then, for expenditure increases for Expo total $276,000, to be taken from Contingency.

As a point of clarification, the Adopted Budget for Expo appropriated $184,190 for Contingency; the Supplemental Budget for Expo adds $355,734 to Contingency, for a total of 539,924. Therefore, assuming the eventual adoption of the Supplemental Budget by Metro Council, there will be sufficient Contingency to effect this expenditure increase.

FISCAL IMPACT:

Because the effect of these expenditure increases is to move monies among existing appropriations, there is no fiscal impact to the budgeted bottom-line for either facility.

RECOMMENDATION:

Staff recommends that the Commission approve the 1995-96 budget amendment for Civic Stadium and Expo Center and forward it to the Metro Council for their consideration and approval.

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1995-96 BUDGET AND APPROPRIATIONS SCHEDULE BY TRANSFERRING $97,601 FROM THE SPECTATOR FACILITIES FUND CONTINGENCY AND $64,199 FROM CAPITAL OUTLAY TO CIVIC STADIUM MATERIALS AND SERVICES AND $276,000 FROM THE REGIONAL PARKS AND EXPO FUND CONTINGENCY TO EXPO CENTER MATERIALS AND SERVICES AND CAPITAL OUTLAY TO MEET UNFORESEEN INCREASED EXPENDITURES; AND DECLARING AN EMERGENCY	)	ORDINANCE NO. 96-641 Introduced by Councilor Ruth McFarland

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 of transferring $97,601 from the Spectator Facilities Fund Contingency and $64,199 from Capital Outlay to the Civic Stadium materials and services.

2. That the FY 1995-96 Budget and Schedule of Appropriations are hereby further amended as show in the column titled "Revision" of Exhibits A and B to this Ordinance for the purposes of transferring $276,000 from the Regional Parks and Expo Fund Contingency to the Expo Center Materials and Services and Capital Outlay.

3. 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 _____, 1996.

_____
Jon Kvistad, Presiding Officer

ATTEST:

_____
Recording Secretary

Approved as to Form:

_____
Daniel B. Cooper, General Counsel

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Exhibit A
Ordinance No. 96-641

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Regional Parks and Expo Fund						
	Resources						
	TOTAL RESOURCES		12,128,738		0		12,128,738
	Requirements						
	TOTAL REGIONAL PARKS EXPENDITURES	47.10	4,928,501	0.00	0	47.10	4,928,501
	Expo Center						
	Total Personal Services	11.83	525,266	0.00	0	11.83	525,266
	Materials & Services						
521100	Office Supplies		2,000		0		2,000
521210	Landscape Supplies		4,000		0		4,000
521220	Custodial Supplies		9,800		0		9,800
521240	Graphics/Reprographic Supplies		200		0		200
521260	Printing Supplies		400		0		400
521290	Other Operating Supplies		1,000		0		1,000
521292	Small Tools		3,000		0		3,000
521293	Promotional Supplies		0		0		0
521310	Subscriptions		100		0		100
521320	Dues		875		0		875
521400	Fuels & Lubricants		3,900		0		3,900
521510	Maintenance & Repairs Supplies-Building		9,600		0		9,600
521520	Maintenance & Repairs Supplies-Grounds		3,000		0		3,000
521530	Maintenance & Repairs Supplies-Vehicles		750		0		750
521540	Maintenance & Repairs Supplies-Equipment		1,500		0		1,500
524130	Promotion/Public Relation Services		35,000		0		35,000
524190	Miscellaneous Professional Services		0		0		0
525100	Utilities		0		0		0
525110	Utilities-Electicity		87,900		0		87,900
525120	Utilities-Water & Sewer Charges		16,300		0		16,300
525130	Utilities-Natural Gas		32,000		0		32,000
525150	Utilities-Sanitation Service		35,000		0		35,000
525200	Cleaning Services		65,000		0		65,000
525610	Maintenance & Repair Services-Building		1,500		0		1,500
525620	Maintenance & Repairs Services-Grounds		12,000		0		12,000
525630	Maintenance & Repairs Services-Vehicles		1,000		0		1,000
525640	Maintenance & Repairs Services-Equipment		6,060		0		6,060
525710	Equipment Rental		10,820		0		10,820
526200	Ads & Legal Notices		6,700		0		6,700
526310	Printing Services		4,400		0		4,400
526320	Typesetting & Reprographics Services		3,000		0		3,000
526410	Telephone		9,700		0		9,700
526420	Postage		500		0		500
526430	Catalogues & Brochures		1,000		0		1,000
526440	Delivery Services		500		0		500
526500	Travel		6,500		0		6,500
526690	Concessions/Catering Contract		769,500		148,240		917,740
526691	Parking Contract		73,240		11,000		84,240
526700	Temporary Help Services		10,500		0		10,500

Exhibit A
Ordinance No. 96-641

ACCT #	FISCAL YEAR 1995-96 DESCRIPTION	CURRENT BUDGET FTE	CURRENT BUDGET AMOUNT	REVISION FTE	REVISION AMOUNT	PROPOSED BUDGET FTE	PROPOSED BUDGET AMOUNT
	Regional Parks and Expo Fund						
526800	Training, Tuition, Conferences		1,000		0		1,000
528100	License, Permits, Payments to other Agencies		0		0		0
529800	Miscellaneous Expenditures		0		0		0
529910	Uniform Supply		1,000		0		1,000
526900	Miscellaneous Other Purchased Services		0		0		0
529500	Meetings		500		0		500
529835	External Promotion		2,500		0		2,500
	Total Materials & Services		1,233,245		159,240		1,392,485
	Capital Outlay						
571100	Land		0				0
571200	Improvements other than buildings		75,000		116,760		191,760
571300	Buildings, Exhibits & Related		80,000		0		80,000
571400	Equipment and Vehicles		31,200		0		31,200
571500	Purchases-Office Furniture & Equipment		5,250		0		5,250
574120	Architectural Services		1,000,000		0		1,000,000
574130	Engineering Services		1,500,000		0		1,500,000
574520	Construction Work/Materials-Buildings		0		0		0
	Total Capital Outlay		2,691,450		116,760		2,808,210
	TOTAL EXPO CENTER EXPENDITURES	11.83	4,449,961	0.00	276,000	11.83	4,725,961
	General Expenses						
	Total Interfund Transfers		640,736		0		640,736
	Contingency and Unappropriated Balance						
599999	Contingency						
	* Undesignated		668,999		(276,000)		392,999
	* Open Spaces Bonds		64,132		0		64,132
599990	Unappropriated Balance		0		0		0
	* Undesignated		636,409		0		636,409
	* Expo Center Renewal & Replacement		740,000		0		740,000
	Total Contingency and Unappropriated Balance		2,109,540		(276,000)		1,833,540
	TOTAL FUND REQUIREMENTS	58.93	12,128,738	0.00	0	58.93	12,128,738

Exhibit A
Ordinance No. 96-641

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Spectators Facilities Fund						
	Resources						
	TOTAL RESOURCES		9,894,621		0		9,894,621
	Civic Stadium Operations						
	Total Personal Services	17.41	687,171		0	17.41	687,171
	Materials & Services						
521100	Office Supplies		3,325		0		3,325
521220	Custodial Supplies		6,889		0		6,889
521260	Printing Supplies		2,000		0		2,000
521290	Other Supplies		25,636		0		25,636
521292	Small Tools		1,000		0		1,000
521293	Promotion Supplies		2,000		0		2,000
521310	Subscriptions		600		0		600
521320	Dues		425		0		425
521400	Fuels & Lubricants		1,357		0		1,357
521510	Maint & Repair Supplies-Buildings		10,921		0		10,921
521520	Maint & Repair Supplies-Grounds		500		0		500
521540	Maint & Repair Supplies-Equipment		4,232		0		4,232
521590	Maint & Repair Supplies-Other		1,068		0		1,068
524190	Misc professional services		154,830		0		154,830
525110	Utilities-Electricity		77,920		0		77,920
525120	Utilities-Water and Sewer		14,101		0		14,101
525150	Utilities-Sanitation Services		11,917		0		11,917
525610	Maintenance & Repair Services-Building		10,518		0		10,518
525620	Maintenance & Repair Services-Grounds		1,000		0		1,000
525630	Maintenance & Repair Services-Vehicles		500		0		500
525640	Maintenance & Repair Services-Equipment		16,910		0		16,910
525690	Maintenance & Repair Services-Other		1,000		0		1,000
525710	Equipment Rental		5,900		0		5,900
526200	Advertising and Legal Notices		2,224		0		2,224
526310	Printing Services		1,830		0		1,830
526320	Typesetting & Reprographic		300		0		300
526410	Telephone		9,000		0		9,000
526420	Postage		3,600		0		3,600
526430	Catalogues & Brochures		2,000		0		2,000
526440	Communications - Delivery Services		1,250		0		1,250
526500	Travel		3,325		0		3,325
526690	Concession/Catering Contract		561,770		161,800		723,570
526700	Temporary Help Services		107,109		0		107,109
526800	Training, Tuition, Conferences		2,925		0		2,925
526910	Uniforms and Cleaning		10,468		0		10,468
528100	Licenses, Permits & Pymts to Agencies		10,700		0		10,700
529800	Miscellaneous		1,000		0		1,000
529835	External Promotion Expenditures		4,900		0		4,900
	Total Materials & Services		1,076,950		161,800		1,238,750

Exhibit A
Ordinance No. 96-641

FISCAL YEAR 1995-96		CURRENT BUDGET		REVISION		PROPOSED BUDGET	
ACCT #	DESCRIPTION	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
	Spectators Facilities Fund						
	Capital Outlay						
571200	Improvements Other than Buildings		174,000		(64,199)		109,801
571300	Buildings, Exhibits & Related		157,700		0		157,700
571400	Purchases - Equipment and Vehicles		32,345		0		32,345
571500	Purchases - Office Furniture and Equipment		6,030		0		6,030
	Total Capital Outlay		370,075		(64,199)		305,876
	TOTAL CIVIC STADIUM EXPENDITURES	17.41	2,134,196	0.00	97,601	17.41	2,231,797
	Performing Arts Center Operations						
	Total Personal Services	111.47	3,704,224	0.00	0	111.47	3,704,224
	Total Materials & Services		1,311,123		0		1,311,123
	Total Capital Outlay		150,000		0		150,000
	TOTAL PERFORMING ARTS CENTER EXPENDITURES	111.47	5,165,347	0.00	0	111.47	5,165,347
	Total Interfund Transfers		710,464		0		710,464
	Contingency and Unappropriated Balance						
599999	Contingency		192,601		(97,601)		95,000
599990	Unappropriated Balance		1,692,013		0		1,692,013
	Total Contingency and Unappropriated Balance		1,884,614		(97,601)		1,787,013
	TOTAL SPECTATOR FACILITIES FUND EXPENDITURES	128.88	9,894,621	0.00	0	128.88	9,894,621

Exhibit B
Ordinance No. 96-641
FY 1995-96 SCHEDULE OF APPROPRIATIONS

	Current Appropriation	Revision	Proposed Appropriation
REGIONAL PARKS AND EXPO FUND			
Regional Parks and Greenspaces			
Personal Services	1,860,171	0	1,860,171
Materials & Services	1,902,130	0	1,902,130
Capital Outlay	1,166,200	0	1,166,200
Subtotal	4,928,501	0	4,928,501
Expo Center			
Personal Services	525,266	0	525,266
Materials & Services	1,233,245	159,240	1,233,245
Capital Outlay	2,691,450	116,760	2,691,450
Subtotal	4,449,961	276,000	4,449,961
Interfund Transfers	640,736	0	640,736
Contingency	733,131	(276,000)	733,131
Unappropriated Balance	1,376,409	0	1,376,409
Total Fund Requirements	**$12,128,738**	**$0**	**$12,128,738**
SPECTATOR FACILITES FUND			
Civic Stadium			
Personal Services	687,171	0	687,171
Materials & Services	1,076,950	161,800	1,238,750
Capital Outlay	370,075	(64,199)	305,876
Subtotal	2,134,196	97,601	2,231,797
Portland Center for the Performing Arts			
Personal Services	3,704,224	0	3,704,224
Materials & Services	1,311,123	0	1,311,123
Capital Outlay	150,000	0	150,000
Subtotal	5,165,347	0	5,165,347
Interfund Transfers	710,464	0	710,464
Contingency	192,601	(97,601)	95,000
Unappropriated Balance	1,692,013	0	1,692,013
Total Fund Requirements	**$9,894,621**	**$0**	**$9,894,621**

All Other Appropriations Remain As Previously Adopted

M E M O R A N D U M

METRO

To: All Councilors

From: John Houser, Senior Council Analyst

Date: May 2, 1996

Re: Council Adopted Budget Amendments

This memo outlines the Council budget amendment actions taken to date for the funds that I reviewed. I have not addressed the technical amendments that were approved by a single Council motion. The technical amendments and their supportive data are outlined in the attached memo from the Executive Officer, dated April 18.

General Fund

Council Office.

1) Personal Services:

a) Addition of a third analyst at a starting salary of $45,000, plus fringe benefits

b) Elimination of the proposed community relations coordinator position at a starting salary of $37,133, plus fringe benefits

c) Salary adjustments related to several staff positions including: two Council Assistants, the Office Manager, the Assistant to the Presiding Officer and the Receptionist, with a net effect of increasing personal services costs by $5,510

2) Materials and Services

a) Decrease the Printing Services line item by $14,000, leaving an appropriation of $7,000.

b) Increase the Postage line item by $3,000 to reflect current actual expenditure levels

3) Capital Outlay

a) Increase Capital Outlay by $12,000

Special Appropriations

1) Eliminate the proposed $120,000 election expense for Councilor elections in November 1996. Since there will be no contested races, such costs will not be incurred.

Support Services Fund

Management Information System

1) Acceptance of a new cost estimate for the project of $2.36 million vs. the original estimate of $1.45 million.

2) Acceptance of a new proposal for financing the project entirely from internal resources over a four fiscal year period.

3) Adoption of an amendment to recognize a total of $620,000 in additional revenue that would be dedicated to the project in FY 96-97. Funds include projected budget savings from FY 95-96, interest on fund balances, surplus from the Contractor Licensing Program and an adjustment in the manner of calculating depreciation on the project.

4) Adjustments in 12 materials and services line items to reflect a change in accounting for certain costs related to the project including travel, training and temporary services. A net decrease of $151,275

5) Elimination of the proposed capital lease to finance a portion of the project for a savings of $102,177.

6) Allocate a total of $991,275 for equipment purchases. This amount equals the amount of additional revenue and cost savings outlined in (c), (d) and (e).

Public Affairs and Government Relations

1) Addition of a $17,500 ad notices line item related to newspaper public notice of Council meetings.

Auditor

1) Elimination of one of the two proposed new senior auditor positions and related material and services and miscellaneous professional services appropriations. A total net reduction of $81,736.

Solid Waste Revenue Fund

1) Contract-Related Reductions Totalling $65,000

   a) Elimination of proposed $20,000 contract for a community-based waste prevention program

   b) Elimination of the proposed $25,000 increase in funding for the business recycling grant program. A total of $75,000 is still allocated to the program.

   c) Reduction of $10,000 in the proposed $20,000 contract for the analysis of issues related to material recovery facilities.

   d) Reduction of $10,000 in the proposed $30,000 contract for the development of work-related standards for the Environmental Services Division.

2) Transfer of $1,125,000 from two line items to the St. Johns Closure Account Contingency including:

   a) $1,055,000 for a methane gas pipeline project

   b) $70,000 for potential contract disputes with closure contractors

MERC Administration Fund

1) Approval of $381,000 in funding for a new computer system. Expenditure allocations related to the purchase are included in the Convention Center-related funds and the Spectator Facilities Fund.

Funds With Only Technical Amendments

No budget amendments were adopted relating to the following funds except for any technical amendments noted in the attached memorandum from the Executive Officer:

a) Rehabilitation and Enhancement Fund

b) Planning Fund (Transportation Planning only)

c) Smith/Bybee Lakes Trust Fund

d) General Obligation Bond Fund

e) Coliseum Operating Fund

M E M O R A N D U M

METRO

Date: April 18, 1996

To: Rod Monroe, Chair, Council Finance and Budget Committee
Jon Kvistad, Council Presiding Officer

From: Mike Burton, Executive Officer

Re: AMENDMENTS TO THE FY 1996-97 PROPOSED BUDGET

Since the preparation of the Proposed Budget for FY 1996-97, a number of technical adjustments to various funds have been identified. Technical adjustments consist of carryover of uncompleted projects from FY 1995-96, changes submitted by me or the Council, and corrections of technical errors. The technical adjustments are explained by fund along with the fiscal impact of each of the changes.

Several other adjustments are also being proposed. These requests are either new items not previously discussed or which may contain policy issues. Each of the amendments is discussed separately in an attachment to this memo.

Attachment 1 - Technical Adjustments to the FY 1996-97 Proposed Budget

Attachment 2 - MIS Funding Proposal

Attachment 3 - Solid Waste Revenue Fund, City of Portland IGA

Attachment 4 - Regional Parks Department, 0.50 FTE Temporary Addition

Attachment 5 - Technical Support to the REM Scalehouses

In addition to these requests, there are two other amendments to the FY 1996-97 budget which will be required. Unfortunately, final financial information is not yet available for discussion at the Council Budget and Finance meeting of April 18, 1996. I anticipate the following amendments to be brought forward to the Council for approval at either the April 25, 1996, or May 2, 1996, meetings of the Council Finance Committee or Council.

1) Adjustment to the General Revenue Bond Fund, Washington Park Parking Lot, to reflect latest project costs and possible purchase of the parking lot. This amendment is anticipated to be brought forward to the Council on April 25, 1996.

2) Additional project costs for the Expo capital expansion project. This issue was discussed with the Council at MERC's phase 2 budget hearing. Financial Planning is working with MERC to finalize projections. This amendment is anticipated to be brought forward to the Council on May 2, 1996, at the time of approval of the budget.

Attachments

cc: Councilor McCaig
Councilor McLain
Councilor McFarland
Councilor Morissette
Councilor Washington

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ATTACHMENT 1
TECHNICAL ADJUSTMENTS TO THE FY 1996-97 PROPOSED BUDGET

Planning Fund, Growth Management Department $72,140

Since the preparation of the FY 1996-97 budget last fall, the Department has identified several contracts which will not be completed by the end of this year. All but one of the contracts are funded with grants funds. The following is a list of the contracts to be carried forward:

Contract	$ Amount	Funding Source
Lennertz & Coyle Housing Affordability	$4,500	Beginning Fund Balance
Oregon Graduate Institute	$10,000	EPA Grant
Wetlands Conservancy	$17,640	EPA Grant
Tualatin Hills Parks & Recreation	$14,300	DEQ Grant
City of Portland, Bureau of Environ. Services	$18,000	DEQ Grant
Oak Lodge Sanitary District	$7,700	DEQ Grant

Resources		
305000	Beginning Fund Balance	$4,500
331120	Federal Grants	$27,640
334110	State Grants	$40,000
Total New Resources		**$72,140**
Requirements		
524190	Misc. Professional Services	$72,140
Total New Requirements		**$72,140**

Planning Fund, Transportation Department $458,050

Since the initial preparation of the FY 1996-97 budget, the Transportation Department has identified several grant funded projects which require adjustment. The adjustments are necessary due to changes in the Unified Work Program, additional information from granting agency and/or a better identification of project carryover. The majority of the adjustments relate to five projects as follows:

New Models - Funding for this project was originally reflected as Other Federal Grants under Misc. Revenue. Funding has now been identified and allocated as FY 1996 Metro STP carryover. The total project amount has not been changed.

Commodity Flow Study - The project will carry forward into FY 1996-97. The total project amount has increased by $183,452, funded by carryover grant funds as well as an additional $50,000 of FY 1997 STP funds.

Portland International Airport Ground Access Study - This study had originally been included in the total South/North Project; however, it was not included in

the FY 1996-97 Proposed Budget. The total increase in revenues for this study is $352,941, funded by a grant from the Federal Transit Administration with matching funds from Tri-Met and the Port of Portland. Materials & Services will increase by $272,186 with the balance of revenue placed in Contingency.

Arterial Design Project - Grant funding for this project has been eliminated with a corresponding reduction in contractual services and related expenditures.

Major Investment Studies/Willamette Crossing Study - To be consistent with the FY 97 Unified Work Program, the Major Investment Studies and the Willamette Crossing Study have been changed to the Willamette Crossing Study and the 217 Highway Study. The total funding for these projects has not changed; however, minor adjustments were made within project expenditures to remain within funding limits.

Public Involvement (Metro Information on Long Range Transportation) - The department has identified that $15,000 of the grant funding provided for this project will be spent on the purchase of computer equipment. This amount is currently budgeted under Materials & Services and is requested to be moved to Capital Outlay.

To accommodate the adjustments identified above as well as other minor adjustments related to identification of fund balance and grant revenues, the following adjustments to the budget are requested:

RESOURCES		
305000	Fund Balance	($23,610)
331120	Federal Grants-Operating-Categorical Indirect	
	FY 97 PL/ODOT	($9,699)
	FY 97 Sec 8 ODOT	($2,477)
	FY 97 STP Metro	$50,000
	FY 97 STP/ODOT Match	$2,861
	FY 96 STP	$193,593
	FY 96 STP/ODOT Mtc	$11,079
	FY 96 FTA (PDX)	$300,000
334110	State Grants-Operating-Categorical-Direct	
	FY 96 Arterial Street Design	($73,723)
337110	Local Grants-Operating-Categorical-Direct	
	FY 97 Tri-Met DEIS	$26,471
	FY 97 Port of Portland (PDX)	$26,471
379000	Other Miscellaneous Revenue	($42,916)
Total New Resources		**$458,050**

REQUIREMENTS		
524190	Misc. Professional Services	$78,500
528100	Payments to Other Agencies	$272,186
571500	Office Furniture and Equipment	$15,000
599990	Contingency	$92,364
Total New Requirements		**$458,050**

Zoo Operating Fund $10,692

In FY 1994-95, the Zoo received a grant to study the effects of the light rail project blasting on the zoo animals. When the FY 1996-97 budget was prepared, it was anticipated that this project would be completed in FY 1995-96. However, the department has recently identified that the post-blasting data collection will extend six weeks into the FY 1996-97. The following adjustments are requested to the Zoo Operating Fund budget:

Resources		
337210	Local Grants	$10,692
Total New Resources		**$10,692**
Requirements		
Animal Management Division		
511235	Wages-temporary employees	$864
512000	Fringe	$95
521230	Vet/Medical Supplies	$9,733
Total New Requirements		**$10,692**

Open Spaces Fund $6,096,300

1. Refinement Process - A portion of the refinement process will carry forward into FY 1996-97. The Department requests the following adjustments to the FY 1996-97 budget:

Resources		
305000	Beginning Fund Balance	$96,300
Total New Resources		**$96,300**
Requirements		
521100	Office Supplies	$500
521240	Graphics/Reprographics Supplies	$600
524190	Misc. Professional Services	$90,000
526200	Ads & Legal Notices	$200
526310	Printing Services	$2,000
526420	Postage	$3,000
Total New Requirements		**$96,300**

2. Local Share Disbursement - At the time the budget was prepared, the local share disbursement for FY 1996-97 was based on the estimate contained in the approved work plan. Recently, the department contacted the various jurisdictions to update the amount of expenditures that will be requested for reimbursement this fiscal year. As a result, the department is requesting a carryover of local share distributions for the coming fiscal year.

Resources		
305000	Beginning Fund Balance	$6,000,000
Total New Resources		**$6,000,000**
Requirements		
528100	Payments to Other Agencies	$6,000,000
Total New Requirements		**$6,000,000**

3. Position title correction - The position shown in the budget as a Program Assistant 1 should be titled a Program Assistant 2. There is no budget impact.

Regional Parks & Expo Fund (Regional Parks Department) $164,264

The Regional Parks Department has identified a number of contracts or grant awards which will require carryover and re-appropriation in FY 1996-97. A complete list of the requested carryovers is attached to this memo. This request will require the following adjustment to the Planning & Capital Development division of the Regional Parks and Expo Fund:

Resources		
305000	Beginning Fund Balance	$89,250
331110	Federal Grants - Fish & Wildlife	$45,014
334110	State Grants - State Parks	$30,000
Total New Resources		**$164,264**
Requirements		
521210	Landscape Supplies	$10,000
524190	Misc. Professional Services	$136,514
526310	Printing Services	$9,000
528100	Payments to Other Agencies	$8,750
Total New Requirements		**$164,264**

Regional Parks & Expo Fund (Regional Parks Department) & $0
Open Spaces Fund $0
General Fund $0

Reimbursed Bond Costs - The Open Spaces general obligation bonds included a small amount to reimburse Metro for Open Spaces bond expense incurred prior to the sale of the bonds. These expenses were initially funded with excise tax. The FY 1996-97 budget reflects that the reimbursed bond costs will be used to provide a one-time only offset to excise tax funded land banking operating expenses in the Operations & Maintenance division of the Regional Parks and Expo Fund. A final review of reimbursable expenditures has identified an additional $2,409 which may be reimbursed. This action will slightly reduce the excise tax funding need for land banking costs in FY 1996-97.

OPEN SPACES FUND

Requirements		
582160	Transfer of Resources to Regional Parks & Expo	$2,409
599990	Unappropriated Balance	($2,409)
Total New Requirements		**$0**

REGIONAL PARKS & EXPO FUND

Resources		
391010	Transfer Resources from General Fund	($2,409)
393350	Transfer Resources from Open Spaces	$2,409
Total New Resources		**$0**

GENERAL FUND

Requirements		
582160	Transfer of Resources to Regional Parks & Expo	($2,409)
599990	Unappropriated Balance	$2,409
Total New Requirements		**$0**

Regional Parks & Expo Fund (Regional Parks Department) & Open Spaces Fund — $900,000 / $10,000

Multnomah County Local Share Acquisition Costs - As part of the consolidation agreement with Multnomah County, it was agreed that Metro's Regional Parks Department would administer the Multnomah County local share component of the Open Spaces bonds. The FY 1996-97 Proposed Budget included the portion of these funds for capital improvements as a transfer from the Open Spaces Fund to the Regional Parks Department. However, the portion of the local share component related to the acquisition of land was budgeted in the Open Spaces Fund as a payment to Multnomah County. This action will amend the budget to transfer that portion related to land acquisition under Multnomah County's local share to the Regional Parks Department. In addition, the local share component will reimburse the Open Spaces Fund for costs associated with the purchase of these lands. The following adjustment is requested.

OPEN SPACES FUND

Resources		
393160	Transfer Direct Costs from Regional Parks	$10,000
Total New Resources		**$10,000**

Requirements		
582160	Transfer of Resources to Regional Parks & Expo	$900,000
528100	Payments to Other Agencies	($900,000)
599990	Unappropriated Balance	$10,000
Total New Requirements		**$10,000**

REGIONAL PARKS & EXPO FUND

Resources		
391350	Transfer Resources from Open Spaces	$900,000
Total New Resources		**$900,000**
Requirements		
571100	Land	$890,000
583350	Transfer Direct Costs to Open Spaces Fund	$10,000
Total New Requirements		**$900,000**

Oregon Convention Center Operating Fund $0

Utility Workers Contract - At the time the FY 1996-97 budget was prepared, a contract with AFSCME Local #3580-1 (Utility Workers union) was not in place. Since that time, successful negotiations have taken place that have resulted in a one year extension of the current contract. To reflect this agreement the following adjustments are required:

Requirements		
511221	Wages-Regular Employees (full time)	
	Utility Worker 1	$5,427
	Utility Worker 2	$8,968
	Utility Lead	$5,753
	Utility Maintenance Lead	$893
	Utility Maintenance	$1,694
	Utility Grounds	$1,565
511225	Wages-Regular Employees (part time)	
	Event Custodians	$1,313
512000	Fringe	$8,196
599990	Unappropriated Balance	($33,809)
Total New Requirements		**$0**

Spectator Facilities Fund, Portland Center for the Performing Arts $413,000

Changes in the booking policy for the Civic Auditorium have made it possible to better forecast the volume of commercial business for the next fiscal year. New developments have occurred since the Proposed Budget was prepared which have an impact on both budgeted revenues and expenditures for FY 1995-97. The projected number of events has increased from 992 to 1016; in particular, MERC expects there will be three added weeks of Broadway shows (24 performances) in July and August, 1996.

The expenditure increases are associated with the costs of additional wear and tear on the building and costs to support the additional business. Other supplies includes the HVAC and elevator repairs; temporary help services includes

additional janitorial and set-up help. Contingency is increased to maintain the budget standard of a minimum of 5% of expenditures.

It is hoped that an amendment at this time will alleviate the need for a supplemental budget during FY 1996-97. The following adjustments are requested for the PCPA budget for FY 1996-97:

Resources			
347220	Rental		$23,000
372100	Reimbursed Labor		$145,000
347311	Concessions		$100,000
347110	User Fees		$145,000
Total New Resources			**$413,000**
Requirements			
511225	Wages Regular Employees (part time)		
	Ticket Sellers/Supervisors		$4,000
	House Managers		$3,000
	Event Custodians	1.00 FTE	$20,000
511255	Wages Reimbursed Employees (part time)		
	Stagehands	3.11 FTE	$120,000
	Elevator Operators		$2,000
	Admissions Supervisors	0.08 FTE	$2,000
	Gate Attendants	0.22 FTE	$4,000
	Checkroom Attendants		$1,000
	Ushers	1.12 FTE	$16,000
512000	Fringe		$40,420
521290	Other Supplies		$15,000
521540	Maint & Repair Supplies - Equipment		$2,153
525110	Utilities - Electrical		$8,710
525120	Utilities - Water		$3,600
525130	Utilities - Gas		$2,321
525150	Utilities - Sanitation		$1,216
525610	Maint & Repair Services - Building		$10,000
525640	Maint & Repair Services - Equipment		$7,000
526690	Concessions		$87,030
526700	Temporary Help Services		$25,000
599999	Contingency		$17,000
599990	Unappropriated Balance		$21,550
Total New Requirements		**5.53 FTE**	**$413,000**

Regional Parks and Expo Fund, Expo Center $500,000

1. Expo expansion debt service - The FY 1996-97 Proposed Budget assumed annual debt service on the privately placed bond at approximately $120,000 per year. Most recent analysis has indicated the annual debt service will be closer to $150,000 per year. The following adjustment is requested:

Requirements		
532100	Debt service	$30,000
599990	Unappropriated Balance	($30,000)
Total New Requirements		**$0**

2. Expo Expansion Capital Carryover - The FY 1996-97 Proposed Budget assumed a beginning fund balance of $500,000 for the Expo capital expansion project. Based on recent projections, the department now expects to carry forward approximately $1 million for this project. This adjustment is separate and apart from the amendment which will be brought forward on May 2nd. The following adjustment is requested:

Resources		
305000	Beginning Fund Balance	$500,000
Total New Resources		**$500,000**
Requirements		
574520	Construction Work - Buildings	$500,000
Total New Requirements		**$500,000**

3. Utility Workers Contract - At the time the FY 1996-97 budget was prepared, a contract with AFSCME Local #3580-1 (Utility Workers union) was not in place. Since that time, successful negotiations have taken place that have resulted in a one year extension of the current contract. To reflect this agreement the following adjustments are required:

Requirements		
511221	Wages-Regular Employees (full time)	
	Utility Maintenance Specialist	$3,482
	Utility Worker 2	$1,495
512000	Fringe	$1,543
599990	Unappropriated Balance	($6,520)
Total New Requirements		**$0**

4. Concessions Contract - Based on more recent experience with the operations and contracted terms of the new concessions contract, the department has revised concession projections. The following adjustment is requested:

Requirements		
526690	Concessions expense	$123,485
599990	Unappropriated Balance	($123,485)
Total New Requirements		**$0**

Solid Waste Revenue Fund $89,484

1. Job Reclassification in Environmental Services Division - A projected reclassification of an Associate Solid Waste Planner to Senior Solid Waste Planner was not approved.

Requirements - Operating Account (Environmental Services Division)		
511121	Senior Solid waste Planner	($53,390)
511121	Associate Solid Waste Planner	50,864
512000	Fringe	- (821)
599990	Unappropriated Balance (capital reserve)	3,347
Total New Requirements		**$0**

2. Reduce Revenue from the Sale of Recyclable Materials - Metro receives 20% of net revenue for recovered materials sold by the operator of Metro Central Station. The FY 1996-97 Solid Waste Revenue Fund included an estimate for this revenue based on FY 1994-95 actuals. Based on recent declining market prices for recyclable materials, a reduction of this revenue is requested. The new estimate is based on actuals from December 1995 through February 1996.

Resources		
343300	Salvage revenue	($89,516)
Total New Resources		**($89,516)**
Requirements		
599990	Unappropriated Balance (Capital Reserve)	($89,516)
Total New Requirements		**($89,516)**

3. Line Item Correction - The Proposed FY 1996-97 Budget includes $830 for travel expenses under Training and Conference Fees. This amount should be moved to the Travel line item.

Requirements - Operating Account (Budget & Finance Division)		
526800	Training and Conference fees	($830)
526500	Travel	$830
Total New Requirements		**$0**

4. Capital Replacement - The FY 1996-97 Proposed Budget included $5,400 for replacement of the Department's local area network (LAN) server. This capital item will be upgraded during fiscal year 1995-96 by Information Management Services (IMS). Concurrent to this, IMS has recommended that REM plan to replace the existing primary printer for the Department next fiscal year. This recommendation was prompted by a recent service call that revealed the demand placed on this equipment is far in excess of its design parameters. The cost of a replacement with the required capacity for the Department's workload closely approximates the $5,400 originally budgeted for the LAN server. No line item changes are required.

5. Business Development Grants - When the FY 1996-97 Proposed Budget was prepared, the business development grants had not yet been awarded for the current fiscal year. Therefore, the carryover was only an estimate. The grants have now been awarded and contracts are in place. Much of the work will occur in

FY 1996-97. In order to properly manage the projects and ensure that performance is tied to distribution of funds, staff requests an additional $19,000 be carried over to next fiscal year. Added to the $25,000 carryover already in the budget, this would be a total of $44,000 in carryover for the Business Development Grants.

Resources	
305000 Beginning Fund Balance	$19,000
Total New Resources	**$19,000**
Requirements: Operating Account (Waste Reduction & Planning Services)	
528410 Grants	$19,000
Total New Requirements	**$19,000**

6. Commercial Yard Debris Study - This project will logically span spring, summer, and early fall of 1996, when greater quantities of yard debris are generated. Therefore, $7,000 of the FY 1995-96 allocation should be carried over into the FY 1996-97 Budget.

Resources	
305000 Beginning Fund Balance	$7,000
Total New Resources	**$7,000**
Requirements: Operating Account (Waste Reduction & Planning Services)	
524190 Misc. Professional Services	$7,000
Total New Requirements	**$7,000**

7. Waste Prevention Case Studies - This campaign was delayed because of staff vacancies in the early part of FY 1995-96. The scope of the contract requires working with businesses to look at the waste prevention practices they have initiated and to develop new ones that fit their business. This requires an extended period of time so that the results of their efforts can be measured and verified. Therefore, $12,000 (of the $20,000 contract) is requested to be carried over to FY 1996-97.

Resources	
305000 Beginning Fund Balance	$12,000
Total New Resources	**$12,000**
Requirements: Operating Account (Waste Reduction & Planning Services)	
524190 Misc. Professional Services	$12,000
Total New Requirements	**$12,000**

8. Waste Prevention Campaign - This contract combines two smaller $20,000 contracts from the FY 1995-96 budget. These contracts were for targeted waste diversion strategies for real estate services and multi-tenant buildings. It was determined that this regional education campaign for business would be more

effective and feasible than the projects originally in the budget. This information was not anticipated at the time the budget was prepared. Council approved this as a multi-year contract (Resolution No. 96-2286), which authorizes staff to carry over funds to next fiscal year. Staff estimates that this campaign will not be completed until December 1996. Therefore, the REM Department requests that $25,000 (of the $40,000 contract) be carried over to FY 1996-97.

Resources	
305000 Beginning Fund Balance	$25,000
Total New Resources	**$25,000**
Requirements: Operating Account (Waste Reduction & Planning Services)	
524130 Promotion/Public Relations	$25,000
Total New Requirements	**$25,000**

9. Metro Peer Grants - FY 1995-96 was the first year for this grant program. When the FY 1996-97 Budget was prepared, the criteria and selection process for the peer grants had not yet been established and grants had not been awarded. At that time, staff estimated that $15,000 (of the $100,000 allocation) should be carried over into the next fiscal year. The grants were not awarded until March 1996, and Intergovernmental Agreements with the recipients will not be executed until late April. Since projects will last one year, it is necessary to increase the carryover from the original to keep grant recipients accountable and tie performance to distribution of funds. Therefore, an additional $40,000 is requested to be carried over to FY 1996-97 for a total of $55,000.

Resources	
305000 Beginning Fund Balance	$40,000
Total New Resources	**$40,000**
Requirements: Operating Account (Waste Reduction & Planning Services)	
528410 Grants	$40,000
Total New Requirements	**$40,000**

10. Commercial Generator Study - This is a two-year contract for $121,000 that was originally budgeted to be split evenly between FY 1995-96 and FY 1996-97. The start of the project was delayed because of a later adoption of the RSWMP than anticipated when the FY 1996-97 budget was prepared, turnover in staff, and subsequent filling of a position. In addition, more staff time was spent on rate restructuring work than had been anticipated. This delayed release of the RFP for the commercial generator study. Because of these factors, only $15,000 of the contract is expected to be spent in FY 1995-96. The FY 1996-97 budget currently has a carryover of $60,000 for this study. This should be increased by $46,000 for a total carryover of $106,000.

Resources	
305000 Beginning Fund Balance	$46,000
Total New Resources	**$46,000**
Requirements: Operating Account (Waste Reduction & Planning Services)	
524190 Misc. Professional Services	$46,000
Total New Requirements	**$46,000**

11. Industrial/C & D Generator Survey - The commercial generator study took precedence over the Industrial/C & D Generator Survey in FY 1995-96. The multi-year RFP is expected to be released late in FY 1995-96, but work is not expected to begin until July 1996. The effect is a $30,000 carryover to FY 1996-97.

Resources	
305000 Beginning Fund Balance	$30,000
Total New Resources	**$30,000**
Requirements: Operating Account (Waste Reduction & Planning Services)	
524190 Misc. Professional Services	$30,000
Total New Requirements	**$30,000**

12. Consumer Price Index (CPI) Adjustments - Since the preparation of the Proposed Budget, the transportation and two station operation contracts have been adjusted by the required annual CPI adjustment. Actual CPI increases for this year's adjustments were lower than the budget estimate.

Requirements: Operating Account (Environmental Services Division)		
526610	Station Operations	($86,535)
526611	Transportation	($123,990)
526612	Landfill Disposal	($6,982)
599990	Unappropriated Balance (Capital Reserve)	$217,507
Total New Requirements		**$0**

Zoo Capital Fund **($1,785,000)**
General Obligation Bond Debt Service Fund **($45,000)**

The FY 1996-97 Proposed Budget assumed a Zoo Capital Project general obligation measure of $30.5 million. At the end of March 1996, the Council approved placing a general obligation measure on the ballot for the Zoo Capital Project in the amount of $28.8 million. This action will amend both the Zoo Capital Fund budget, reducing bond proceeds and interest earnings, and the General Obligation Bond Debt Service Fund. The reduction in the bond measure amount will slightly reduce the estimated need for the first year debt levy from $820,000 to $775,000. The following adjustments are required:

ZOO CAPITAL FUND

Resources		
385100	General Obligation Bond Proceeds	($1,700,000)
361100	Interest earnings	($85,000)
Total New Resources		**($1,785,000)**
Requirements		
599990	Unappropriated Balance	($1,785,000)
Total New Requirements		**($1,785,000)**

GENERAL OBLIGATION BOND DEBT SERVICE FUND

Resources		
311110	Real Property Taxes-Current Year	($43,000)
361100	Interest earned	($2,000)
Total New Resources		**($45,000)**
Requirements		
599990	Unappropriated Balance	($45,000)
Total New Requirements		**($45,000)**

General Fund, Executive Office **$0**
Support Services Fund, Public Affairs & Gov't Relations **$1,693**

The FY 1996-97 salary amounts for the Administrative Support positions in the Office of the Executive were incorrectly calculated. This action corrects the budgeted salaries for both positions. The adjustment in the Support Services Fund portion of this item will result in minor adjustments to the Cost Allocation Plan and transfers from other funds. The following action is requested:

GENERAL FUND

Requirements (Executive Office)		
511221	Wages-Regular employees	
	Administrative Support Assistant C	$1,280
512000	Fringe	$371
599999	Contingency	($1,651)
Total New Requirements		**$0**

SUPPORT SERVICE FUND

Resources		
	Interfund Transfers	$1,693
Total New Resources		**$1,693**
Requirements (Public & Gov't Relations)		
511221	Wages-Regular employees	
	Administrative Support Assistant C	$1,292
512000	Fringe	$401
Total New Requirements		**$1,693**

Support Services Fund, Administrative Services (Human Resources) $0

The Administrative Services Department recently completed the selection process for the new Human Resources Director. The budgeted salary for this position was based on the previous incumbent. This action adjusts the Human Resources division budget to reflect the proper salary for the new Director. Reductions in other line items have been identified to compensate for the increased salary expense. The following adjustment is requested:

SUPPORT SERVICE FUND

Requirements (Human Resources Division)		
511221	Wages-Regular Employees Director	$5,150
511235	Wages-Temporary Employees	($1,746)
512000	Fringe	$1,596)
521100	Office Supplies	($824)
521290	Other Supplies	($1,000)
524190	Misc. Professional Services	($3,176)
Total New Requirements		**$0**

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MEMORANDUM

DATE: April 11, 1996
TO: Karen Feher
FROM: Patrick Lee
SUBJECT: Technical Amendments to the FY 1996-97 budget

Following are my proposed Technical Amendments to the FY 1996-97 budget.

Planning and Capital Development Division

Line Item	Description	Carryover	Reason	Resources	Reason
521210	Landscape Supplies	$10,000			
		$5,000	Blue Lake restoration project	USF&WS - $5,000	Project continues
		$5,000	Whitaker Pond restoration project	USF&WS - $5,000	Project continues
524190	Miscellaneous Professional Services	$136,514			
	Ancient Forest Master Plan	$4,500	Kurahashi and Associates Contract	Fund Balance* - $4,500	Finish master plan
	Howell Park Master Plan	$6,500	Nevue Ngan Associates Contract	Fund Balance* - $6,500	Finish master plan
	Oxbow Park Master Plan	$74,000	Contractor selection in process	Fund Bal* - $39,000	Finish master plan
				State Parks - $30,000	
				USF&WS -$5,000	
	Blue Lake Concert Stage Relocation	$5,000	Eco-Northwest Contract	Fund Bal** - $5,000	Finish feas study
	Rails to Trails Strategic Plan	$10,000	Trew Corporation Contract	Fund Bal*** - $10,000	Finish strat plan
	Blue Lake restoration services	$5,000	Contractors TBA	USF&WS - $5,000	Project continues
	Whitaker Ponds restoration services	$5,000	Contractors TBA	USF&WS - $5,000	Project continues
	Greespaces Restoration Round 2	$8,000	Portland Parks IGA(Oaks Bottom)	USF&WS - $8,000	Finish project
	Greenspaces Restoration Round 3	$1,014	WSU IGA (Butterfly Garden)	USF&WS - $1,014	Finish project
	Graphic Design Services	$17,500	Howell Park Brochure	General Fund - $3,500	Awaits Master Plan
			Regional Trails Brochure	Fund Bal**** - $6,000	Finish brochure
			Greenspaces Accomplishments Booklet	USF&WS - $8,000	Finish booklet

Planning and Capital Development Division

Line Item	Description	Carryover	Reason	Resources	Reason
526310	Printing Services	$9,000			
	Reprint Greenspaces Master Plan Summary and Map	$3,000	Printer TBA	Fund Bal***** - $3,000	Awaits update of Master Plan Text
	Oxbow Park Master Plan	$1,500	Printer TBA	Fund Balance* - $1,500	Awaits completion of Master Plan
	Howell Park Brochure	$1,500	Printer TBA	Fund Bal***** - $1,500	Finalize Master Pln
	Greenspaces Accomplishments Booklet	$3,000	Printer TBA	USF&WS - $3,000	Finalize booklet
528100	Payments to Other Agencies	$8,750			
	EnviroCorps	$8,750	East Multnomah County Soil and Water Conservation District	Fund Bal***** - $8,750	Federal fiscal year schedule
TOTAL	Requirements	$164,264	Resources	$164,264	
			305000 - Fund Balance	$ 89,250	
			331110 - USF&WS	$ 45,014	
			334110 - State Grants	$ 30,000	

*Original source of funds is the Multnomah County Natural Areas Fund. Billings must occur FY 1995-96.
**Original source of funds is State Recreational Vehicle Registration Fees. We must assure that pass-through revenue is received from Multnomah County FY 1995-96.
***Original source of funds include FY 1993-94 General Fund carry forward and the City of Portland payment in response to invoice no. 53293, February 22, 1996.
****Original source of revenue was local government contributions received in FY 1993-94 and FY 1994-95.
*****Original source of revenue is General Fund Transfer end of FY 1995/96 then carried forward in Fund Balance. Total Amount $16,750.

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ATTACHMENT 2
MIS PROJECT FUNDING - AMENDMENT TO FY 1996-97 BUDGET

In March, 1996, the Financial Planning division of the Administrative Services Department completed a more extensive analysis of revenue and expenditure patterns for the Support Services Fund for the current fiscal year. With this analysis, a revised funding proposal for the MIS project was prepared, eliminating the need for a capital lease.

The analysis determined that over a four-year period beginning FY 1995-96, and with the dedication of certain revenues of the Support Services Fund to the project, it was possible to cash fund the MIS project without requesting additional financial support from the departments over what has already been budgeted. The basic financial assumptions and contributions are as follows:

1. In FY 1995-96 only, collect full budgeted transfers for the Support Services Fund. Contribute savings from the underspending of appropriation of support departments to the MIS project.

2. For a four-year period beginning FY 1995-96, contribute all interest and miscellaneous revenues earned by the Support Services Fund to the MIS project.

3. For a four-year period beginning FY 1995-96, contribute the prior year's undesignated ending balance profits from the Contractor's License program to the MIS project.

4. In FY 1996-97 only, convert the MIS depreciation estimate included in the cost allocation plan (in lieu of capital lease debt service payment) to a dedicated contribution to the MIS project. (Capital lease debt service payments are not an allowable cost under federal indirect cost principal guidelines; depreciation on equipment is an allowable cost.)

This funding proposal requires adjustments to the FY 1996-97 Proposed Budget to provide funding and appropriation authority necessary for the project. In addition, a further review by the Financial Planning and Accounting divisions has determined that certain costs originally budgeted in Materials & Services may be capitalized as part of the project and need to be moved to Capital Outlay. We request the Council to approve the following adjustments to the FY 1996-97 Budget:

MIS Project Funding (continued)

RESOURCES	
Beginning Fund Balance	$620,000
Total New Resources	**$620,000**
REQUIREMENTS	
Information Management Services	
Office Supplies	($5,000)
Computer Software	$200
Computer Supplies	($2,000)
Subscriptions	($150)
Maintenance & Repair	$3,525
Packing Supplies	($500)
Data Processing Services	($1,418)
Delivery Services	($500)
Travel	($21,472)
Temporary Help Services	($93,960)
Training and Conferences	($28,000)
Meetings	($2,000)
Capital Lease Payment	($102,177)
Equipment Purchases	$991,275
Unappropriated Balance - Contractor's License Program	($30,000)
Unappropriated Balance - Capital Replacement Reserve	($87,823)
Total New Requirements	**$620,000**

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ATTACHMENT 3
AMENDMENT TO THE FY 1996-97 SOLID WASTE REVENUE FUND BUDGET

The Regional Environmental Management Department is requesting the following adjustment to their FY 1996-97 Proposed Budget. This amendment is outside the scope of usual technical adjustments and is being presented to the Council separately for action.

City of Portland - Intergovernmental Agreement

It is anticipated that the City of Portland will reimburse Metro for up to $90,000 for certain expenses related to the closure of the St. Johns Landfill and the removal of a sunken barge blocking the North arm of the Columbia Slough. The money is from a $10 million federal grant being used by the City for projects that will improve the environmental quality of the Columbia Slough. Pending approval of an intergovernmental agreement currently in preparation, the City will reimburse Metro for certain costs related to removing the barge ($33,000), and patching visible seeps in the landfill bank fronting the Columbia Slough and its Blind Slough and North Slough arms ($57,000). The expenses related to the removal of the barge will not be incurred unless the funding is forthcoming from the City of Portland. The repair of the seepage will be required regardless of funding from the City.

Resources	
339200 Contract & Professional Services	$90,000
Total New Resources	**$90,000**
Requirements	
Operating Account (Engineering & Analysis Division)	
524190 Misc. Professional Services	$33,000
Landfill Closure Account	
524190 Misc. Professional Services	$57,000
Total New Requirements	**$90,000**

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ATTACHMENT 4
AMENDMENT TO FY 1996-97 REGIONAL PARKS DEPARTMENT BUDGET

The Regional Parks Department's Park Naturalist has been undergoing treatment for a chronic illness. The interpretive and environmental education programs are increasingly popular. Over the last several years attendance at these programs has steadily increased. The unpredictable nature of the employee's illness makes it important to ensure that trained backup staff is available to deliver scheduled programs and to schedule revenue generating programs so that the department can at least maintain current service levels.

The Department is requesting the addition of 0.50 FTE temporary help in the Planning & Capital Development division to provide backup staff in the absence of the regular employee. A Personal Services request form is attached. Additional fund balance carryover has been identified to fund the increased expense.

Resources		
305000 Beginning Fund Balance		$11,040
Total New Resources		**$11,040**
Requirements		
511235 Temporary help	0.5 FTE	$9,396
512000 Fringe		$1,644
Total New Requirements	**0.5 FTE**	**$11,040**

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Personnel Request Fiscal Year 1996-97

ACTION REQUESTED:

Create a Seasonal Park Naturalist Position (0.50 FTE) to ensure backup staff is available to deliver scheduled interpretive and environmental education programs when assigned staff are unavailable due to illness or personal emergencies. Programs and scheduling demands are concentrated July-October and March-June of each fiscal year. The employee could expect to work a minimum of 20 hours per week during those periods and more as necessary.

INCUMBENT:

New position.

DUTIES AND RESPONSIBILITIES:

Priority responsibility will be to schedule and deliver natural history and environmental education programs when primary staff are unavailable. Programs include old growth forest walks, salmon life cycle presentations and field visits, wetlands interpretation walks, wildlife tracking programs, "campfire" programs and field programs for the region's primary and secondary schools.

Secondary responsibilities will be to support the work of the Program Coordinator and full time Park Naturalist including curriculum design, coordination with other environmental educators in the region and state, program attendance, financial and other record keeping for the Department's natural history interpretation and environmental education programs.

The incumbent must be an accomplished naturalist with strong organizational skills and an ability to interact effectively with a variety of audiences and age groups seeking diverse environmental education opportunities.

JUSTIFICATION:

The Department's Park Naturalist (Program Assistant 2 position) has been undergoing treatment for a chronic illness. This has caused the employee to miss approximately half of her assigned work hours in FY 1995-96, most focused around program scheduling and delivery. The interpretive and environmental education programs, many of which generate modest revenue, are increasingly popular. Over the last several years attendance at these programs has steadily increased, yet we are simultaneously experiencing a steady increase in the number of "turn-aways" as well.

Programs are scheduled months in advance of program delivery. The unpredictable nature of the illness makes it important to ensure that trained backup staff are available to deliver scheduled programs and to schedule revenue generating programs so that the department can at least maintain current service levels. Program scheduling assignments for the year will be closely scrutinized by the Program Coordinator to conserve resources to the extent possible.

Personnel Request — Fiscal Year 1996-97

BUDGET IMPACT:

	Rate	# of hours	Amount Total worked
Wages	$9.00	1,044	$ 9,396
Fringe*	17.5%	NA	$ 1,644
Additional Costs**	NA	NA	NA
Total			$11,040

*A 17.5% fringe rate is used, rather than the typical seasonal fringe rate of 11%, because the position may attract a pool of candidates, such as natural science educators, that could be participants in the PERS system.

**Field-based activities are primary responsibilities. Office based activities will be supported by existing equipment at the Department's offices at Metro Regional Center and Oxbow Park.

Anticipated Starting Date of Position: July 1, 1996

Funding proposed from Fund Balance (FY 1995-96 unexpended contingency to be carried forward)

ATTACHMENT 5
AMENDMENT TO FY 1996-97 BUDGET - SOLID WASTE REVENUE FUND

Technical Computer Support to the REM Scalehouses

The FY 1996-97 Budget includes a transfer of $375,320 to the Planning Fund. This amount includes $28,249 to provide technical support to maintain the computer system at the REM transfer stations. After careful evaluation and further discussion with Growth Management staff, it became clear that they would not be able to provide the level and frequency of support the facilities require. Thus, we have agreed to reduce the original transfer by $18,249. This amount will be added to the REM Operating Account, Environmental Services division, Miscellaneous Professional Services line item for outside contractual support. The following adjustment is requested:

SOLID WASTE REVENUE FUND

Requirements		
582140	Transfer to Planning Fund	($18,249)
Operating Account (Environmental Services Division)		
524190	Misc. Professional Services	$18,249
Total New Requirements		**$0**

This action will also require amendment to the Planning Fund Growth Management Department. To offset the loss of revenue from the Solid Waste Revenue Fund transfer, the department proposes to make up the difference by an increase in DRC Storefront Sales and Subscriptions by $12,249 and $6,000 respectively.

PLANNING FUND (Growth Management)

Resources		
339200	Contract Services	
	DRC Subscriptions	$6,000
	DRC Storefront Sales	$12,249
391530	Transfer from Solid Waste Revenue Fund	($18,249)
Total New Resources		**$0**

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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 1797

METRO

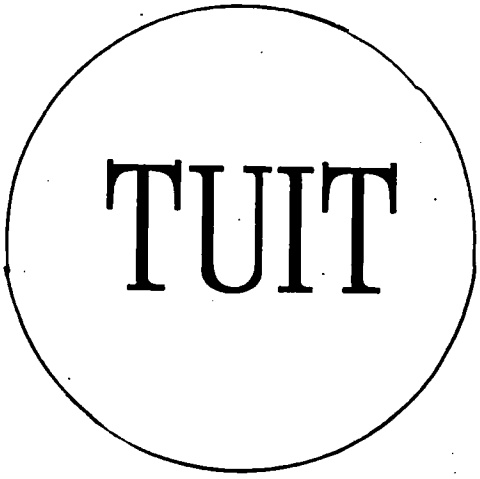
April 25, 1996

TO: MCCI Members

FM: Cora Mason
Council Assistant

RE: REQUEST FROM CHAIR OLSEN

- At the April 17, 1996 Meeting, Chair Olsen requested that I assemble the Minutes from the last six Meetings so that an Agenda for the May 11, 1996 Retreat at Menucha can be developed based on MCCI's commitment to accomplish certain tasks once they had time to get:



So, there you have it.

- Also, I've included a copy of the Press Release that Jodie Willson was kind enough to prepare for you to benefit your recruitment effort.

N E W S R E L E A S E

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

METRO
COMMITTEE FOR CITIZEN INVOLVEMENT

FOR IMMEDIATE RELEASE
April 25, 1996

CONTACT: Jodie Willson
797-1543

METRO COMMITTEE FOR CITIZEN INVOLVEMENT SEEKING MEMBERS

Applications due by May 15

The Metro Committee for Citizen Involvement is seeking three new members to join this important community liaison group.

One member each is sought from the Cornelius-Hillsboro area, the Lake Oswego area and Southeast Portland. MCCI members serve as a key advisory committee to the elected Metro Council and help strengthen communication between the regional Metro government and the citizens and neighborhoods of the region.

The committee meets once a month in the evening. Applications are available by calling the Metro Council office at 797-1540. The deadline for applying is May 15, and applications should be mailed or delivered to MCCI Recruitment, Metro Council Office, 600 NE Grand Ave., Portland, Oregon 97232.

Recent accomplishments by MCCI include helping Metro implement a Web Page on the World Wide Web and assisting Metro councilors in educating the citizens about Metro's vast land-use planning goals – the Region 2040 growth concept.

Anyone from these three areas who is interested in serving the community and learning more about regional government is encouraged to apply.

###

METRO COMMITTEE FOR CITIZEN INVOLVEMENT
STEERING COMMITTEE
MEETING OF APRIL 3, 1996
MINUTES

Metro Regional Center

Members present: Angel Olsen, Chair, Position #1; Vice Chair Gronke, Vice Chair, Position #4; William Merchant, Position #25; Aleta Woodruff, Position #18; Geoff Hyde, Position #11

Members absent:

Also present: Patty Mamula, Position #6; Judy Shioshi, MCCI Analyst; Cora E. Mason, Council Assistant

Angel Olsen, MCCI Chair, called the Meeting to order at 6:05 p.m.

1. **Additional Agenda Items and Approval of the Agenda**

   Vice Chair Gronke ***moved,*** Bill Merchant ***seconded, passed*** for ***approval of the Agenda as modified.***

2. **Consideration of Metro Committee for Citizen Involvement Steering Committee Meeting Minutes of March 6, 1996.**

Aleta Woodruff said there was not enough information under number four did not totally express the difficulties that were had that evening. Ms. Woodruff said, *"Our Committee was belittled. I feel that, personally, I am insulted when my co-volunteers are insulted. And I truly wish that that was recorded somewhere under number four. We were not well represented that night. And the discussion has led to the loss of one of our very well trained professional Members, Mr. Bjornsen."*

Geoff Hyde said, *"Maybe I can suggest that his letter be entered into the Record, with a note that it's being entered because the we did lose the tape or we didn't have a tape of that session. His letter basically goes over those points of that Meeting."*

Chair Olsen asked Ms. Woodruff, *"Would that take care of . . .?"*

Aleta Woodruff replied, *"I feel that would be adequate. Do we have copies of that still?"*

Geoff Hyde asked, *"Do I need to move that, or?"*

Aleta Woodruff ***moved, Geoff Hyde seconded, passed to insert Lennie Bjornsen's letter of resignation to cover the problem of not having a tape and not having a complete record for Item Number Four of the Meeting of March 6, 1996 MCCI, Steering Committee.*** *Vice Chair Gronke and Bill Merchant abstained from voting.*

Chair Olsen called for additions or subtractions from the March 6, 1996, Minutes. There were none.

Aleta Woodruff ***moved,*** Geoff Hyde ***seconded, passed to accept the Minutes of the March 6, 1996, Steering Committee Meeting with the addition.*** Vice Chair Gronke and Bill Merchant abstained from voting.

3. PIP Chair

Chair Olsen reported the Members of the Committee of which Lennie Bjornsen was chair, was the PIP Committee as Bob Wiggin, Holly Isaak, Peter Seto, Aleta Woodruff, Robert Maestre, Kay Durtschi, and Bob Bothman. Chair Olsen reported she had not talked with previous chair, Bob Bothman. She asked Aleta Woodruff is she had recommendations or a volunteer.

Aleta Woodruff said she talked with Bob (Bothman) today who had a wonderful trip and is *"totally up to his eyeballs in the annexation in his area. I told him of our need for a leader of that group, but he didn't volunteer, and I just couldn't come right out and ask him. It wasn't my place to do that. But he didn't seem to wanting to be available. In fact, he said that this annexation was just eating up all of his meeting time. So, I don't know anything further than that."*

Chair Olsen said that for someone who had longevity with the PIP Committee, Aleta Woodruff was "it."

Aleta Woodruff responded, *"Well, I can't do it. I'm sorry. Very, very sorry."*

Chair Olsen said she would continue to go through the list to find a replacement.

Aleta Woodruff responded, *"I regret having to decline, but I just have too much personal problems right now."*

Chair Olsen said she was beginning with the people who had been on the (PIP) Committee for a while and had some history on the work of the Committee. Chair Olsen said, *"Coming into the next Meeting, we've got a request by Executive Officer Burton, who will be coming to our Meeting."*

Aleta Woodruff responded, *"Well, there's not any positive answer that Bob won't take it on. It's just that he was telling how very busy he was, and so if you touch base with him, it's a possibility. And in other circumstances, Holly Isaak and I both came onto the PIP at the same time. So she also has been a longer Member."*

Chair Olsen asked Aleta Woodruff to give a Committee Update during Item 6.

Aleta Woodruff responded, *"We haven't accomplished anything in three months as far as I can see. I don't know about the other Committees, but it's been very unsettling."*

Chair Olsen said they would look to getting a person to lead the PIP Committee. She said that if no one would take it on, she would consider it, however she had not been planning on doing so.

4. Update: Budget Process, Councilor Susan McLain, MCCI Council Liaison

Cora Mason, at Councilor McLain's request, reported, *"It doesn't deal directly with the budget process, but she had this 1996 Leadership Symposium that's to happen on May 4. And she wanted me to pass them around to each of you, and ask you, either to give her a list, or tell me that you will network for her. Network them out and give to people that you know would benefit by it. So, the choice is yours. I'll just pass them out, and then it's at your pleasure."*

Vice Chair Gronke asked at which audience was the event directed.

There was discussion about the event and the cost of it.

Geoff Hyde said, *"And another question is, as long as we're on it, here's thing sponsored, co-sponsored by Metro that was never presented to us, run by us, put together with any help from us. And here it is a month before it happens, and we're give a brochure that says Metro is a sponsor."*

Vice Chair Gronke responded, *"Well, that's what we talked with Mike Burton about this evening."*

There was further discussion about the sponsorship of the event among those present.

Geoff Hyde said, *"Let me amend my comments to say if Metro was one of (cacophonous laughter blocked Mr. Hyde's words here) we should have been involved, at least kept abreast of it. If they're an add on, I think they should still watch out when their name gets thrown on something. You know, just like Mike said, he had some things go out, put Metro's name on it, and he doesn't know."*

Vice Chair Gronke, directing his words toward Judy Shioshi, said, *"While we're on the budget process, let me ask you a question. I see here that you submitted, according to your cover letter, information provided to the Metro Council Finance and Budget Committee Meeting of March 28."*

Judy Shioshi said, *"Right."*

Vice Chair Gronke asked Judy, *"Did we ask you to do that?"*

Judy Shioshi replied, *"You took a vote. The purpose of that vote was to be forwarded to the Council. I don't know how else it could have been forwarded, but."*

Vice Chair Gronke responded, *"That wasn't what I remembered the vote at all. The vote was whether or not we approved of the reorganization. I don't remember. Did we vote to submit it to the Council?"*

Geoff Hyde said, *"That was his motion and that's why I abstained, because I didn't feel like I could support that. But I didn't wanna, you know, I didn't wanna be a so-called negative or an anchor on the idea. The more I think about it, the more I'm displeased with it."*

Vice Chair Gronke responded, *"I'll grant you that may have been the motion, but, the simple letter reporting on the motion I can understand. What I couldn't understand was all the attachments. Because we talked to Councilor Monroe today, and he said they had never asked for this and he had no idea why you had submitted it. That's why I was asking you why you had submitted it."*

Judy Shioshi replied, *"To kind of support the discussion. Usually when you forward a report you provide enough information so that people can kind of can see the context."*

Vice Chair Gronke responded, *"Well, unless I am mistaken, I think the Budget Committee already has a budget proposal from the Executive Office that they've had for quite some time."*

Judy Shioshi said, *"Yes, they have the work book, etceteras."*

Vice Chair Gronke said to Ms. Shioshi, *"I just don't understand why you did it in this fashion. . . . I can't understand it."*

Judy Shioshi said, *" . . . My understanding was that the motion was made to forward to the Council. I was trying to go out of my way to be helpful, and forward that information."*

Vice Chair Gronke said to Ms. Shioshi, *"I can understand the one page letter dated March 28. I can understand it all the way down to where it starts 'Three attachments are provided with this report.' From that point on, I don't understand it."*

Judy Shioshi said, *"It's just a part of context for the discussion. It was all public information and generally when you forward something, and people get a single piece of paper, it doesn't say enough."*

Vice Chair Gronke said, *"Well, I don't want to belabor the point. The only comment I would make is: The Budget Committee already has the information from the Executive Officer, the proposal for next year. They've had it for quite some time. The earlier letter to Pat McCaig, as I think you know, was circulated to all the Councilors on January 31. Then*

the 1995 Support Services Fund is something that, so far as I know, if they wanted it, they would be getting it from John Houser, as he was doing all of the analysis of this anyway. I just don't see the purpose of submitting it all again in a separate form. My impression, and I'm probably alone in this, to me it just clouds the issue rather than clarify it. I wish we had realized that that was happening before you did it."

Judy Shioshi responded, *"Oh, I apologize. I was trying to provide a full package of information. I had no idea that anybody would construe it to be too much or whatever. I honestly did it with all good intentions with the thought that it was the intent of the Committee to forward something and that was kind of the urgency. So, that's why."*

Aleta Woodruff said, *"I would like to also insert that Geoff was not the only one. There were three abstentions that night."*

Discussion ensued concerning the number of Members present at the Meeting of March 20, 1996.

4a. Executive Officer Burton Meeting Report

Chair Olsen asked Vice Chair Gronke if he wanted to follow up on their meeting with Executive Officer Burton.

Vice Chair Gronke agreed to do so, saying, *"You remember, at our Committee Meeting, we decided that we should follow up with Mike on his offer to meet with him regularly, so we scheduled after that. In fact, tonight was the first time that we could get all of our schedules to meet so we could get together. So, that's why we didn't do it sooner.*

"Angel had put together a more detailed position description and qualification list for the staff assistant that she felt was needed by this Committee for next year. Mike went through it with us, and we reached what appeared to me to be full agreement on everything covered in there. He is going to change the position description that he had prepared in his original budget submission to Include everything which is on there. So that they can make sure that they meet our needs, they're going to redo it and send it back to us so we can take a look at it and make sure we're all satisfied and getting what we need.

"The second thing that came up was I reminded him of his comments about asking us for help on some things. This particular thing didn't come up, but the whole matter of the planning process and what's happening in this region right now and how important it's becoming and how the time is getting shorter and shorter. He expressed a lot of concern that they felt they weren't getting out to the public adequately yet. They are working with elected officials and appointed officials, and he felt they could probably get that job done, but they're really worried about getting out to the general public and doing it adequately. He asked if they could arrange to have their Public Involvement Officer meet with this Committee at our next Meeting and go over their plans and what they're doing and ask us

to review it, asking us to review and give our suggestions, criticisms, whatever has been omitted or could be changed or whatever. They're asking us for help on this."

Patty Mamula asked if this was help in the planning.

Vice Chair Gronke responded no, process is the area in which they need help. Not enough people, for whatever reason, realize what is happening and that decisions are soon to be made. Attempts are being made to rectify this. Metro's public involvement office is laying out all of these plans this week for this reason. This is why Executive Burton wanted the Public Involvement Officer to share with the MCCI general membership at the next full Committee Meeting.

Discussion ensued among the Members about the public involvement structure at Metro.

Aleta Woodruff reported she handed out twenty of the survey sheets from the Open House to her neighbors who filled them in. Ms. Woodruff said she handed in the completed survey sheets. She went on further to say that she was the only "civilian" at the Growth Management Meeting.

Vice Chair Gronke relayed this lack of attendance by citizens is Executive Burton's main concern. Vice Chair Gronke said that he is the President of his Neighborhood Association and they had a board meeting last Saturday morning. He said he had brought this up at the board meeting. The other members of this group were unaware, and he informed them this information is in the newspapers.

Chair Olsen said Metro is coming to MCCI for advice on how to get the people who do not come out to come out and become involved. This is also what MCCI is asking of Metro. Chair Olsen indicated this would be an opportunity to find out what it's going to be like on the other side of the building.

Aleta Woodruff said *The Oregonian* had reported this on the editorial page. She asked Chair Olsen if it had been considered that *"Perhaps we should work as one group, instead of these divisions among ourselves?"*

Chair Olsen responded that this is what is to be discussed during the retreat. She continued, *"Because we still have things on our plate from . . . leftovers that we still need to get taken care of. There is a whole list of things for your Committee that I went through at our last Meeting about the different advisory committees that are currently in place. Do we have any of that information? How do we advertise vacancies if we don't know there's any there? That type of thing. There's still pieces that we've got to finish up before we can take another bite out of Metro to chew on for awhile."*

Discussion continued on Metro's public involvement person and process.

5. Develop April 17, 1996 MCCI Agenda

1- Agenda
2- Minutes
3- Public Testimony
4- McLain Report-Reorganization
5- Growth Management Framework Person, Public Involvement Process
6- Nominating Committee Update
7- Policies and Procedures Committee
8- Retreat
9- Break for Work Groups
10-Report From Work Groups
11-Announcements

There was a lengthy, informal discussion about the Growth Management Committee Work Plan and deadlines. All Members participating, commenting as they so chose.

Nominating Committee Update:

Aleta Woodruff brought forward discussion of the Nominating Committee. Ms. Woodruff reported that she, Bill, Holly, and maybe Peg Lynch would serve. Ms. Woodruff said Ms. Lynch not needed if Holly will serve for Washington County. Ms. Woodruff said Don wants the chair and is willing to do it again.

Chair Olsen said that it is Judy Shioshi's responsibility to get ahold of the other three Counties to let them know that MCCI has vacancies it is trying to pull together a meeting.

Aleta Woodruff said, *"Well, it's my opinion that since we just did this, that we're still authorized until the next period begins which is either June or July first. . . . That we're still in the setup position of what we had in December. Now, maybe that's not correct."*

Chair Olsen said that there is a six-month cycle. She said, *"We're getting ready so that the people who are coming in, are coming in the first of July. . . . When someone resigns, it stays vacant until the next process cycle brings the next . . .."*

Aleta Woodruff said, *"Well, this is what it is: Debra Downey is not anymore a Member. And I called Kenneth Buelt, and he says he has not been to a Meeting when Angel has been the chairperson. So, consequently, he's not any longer on MCCI, but he would be willing to be on MCCI. . . . I think Cornelius is very hard to find a representative from out there. . . . Dick Schouten is running for office in Washington County, and he is not available. So, we have two viable options for Debra Downey's position in District 8. No one for Lenny in Position 17. Bradley Bennett states that he doesn't want to be involved anymore. There is no one available for the outlying area. So, I feel this is a kind of a dismal outcome."*

Chair Olsen said that the position that the Cornelius outer Washington County, Councilor McLain had been fretting over for a while. She said she has a list of the Granges in Washington County as another source to send a letter to, because you just can't call them. Chair Olsen said she wanted to ask the Network Committee if they could come up with a draft of a recruitment letter.

Patty Mamula said sure, asking if it was to a specific or general letter.

Chair Olsen replied to the effect of the letter being of a general nature. This way, anytime there is a situation such as now where MCCI doesn't have anybody, or so few as to make MCCI uncomfortable with the numbers to from which to choose, organizations can be targeted. She said it's nice to have the ads in the newspapers, but the original Bylaws Committee decided to have people representing other groups at their Committee.

Aleta Woodruff said, *"Well then, whoever is taking this over now, be aware that Bill and I and Holly and Don are willing to be on that Committee. And if there are other areas that need input, then please write the letters and take care of it."*

The Members discussed Membership policy after three absences. The Policies and Procedures Committee needs reviving.

Chair Olsen said an important thing to remember to do at the retreat is to put together a calendar reflecting when things would be done. This will alert Metro to financial needs because they already have the calendar, and it will not come as surprise.

Vice Chair Gronke said he would contact Carol Kelsey, Executive Officer Burton's Assistant to apprise her of the Committee's concerns relative to meeting and special event related events. He said he will ask them to be sure to take this into account. Vice Chair Gronke said MCCI needs to set up a formal policy and ask that it be observed.

5a. Robert Maestre's Letter

Chair Olsen reported that Robert Maestre had written a letter requesting that someone of the Metro staff, who are citizen involvement and pr staff attend the next Full Committee Meeting. She said this is already accomplished.

6. Review of Reports from Work Groups

None.

7. Recap and Review of Assignments

None.

8. Ideas for Future Agendas

Menucha Retreat Discussion:

Chair Olsen said information had been asked for about Menucha that the Committee now has. She provided an overview of the information being passed around.

Discussion about how much it would cost to hold the retreat at Metro versus having it at Metro. Menucha came in as being the lowest costwise. Those experienced in attending meetings at Menucha sang its praises to those who had not. Ed Gronke volunteered to pick up Members to carpool in his six passenger station wagon. The Members discussed the merits of The Barn, which is the facility tentatively reserved for MCCI May 11 usage.

> *Vice Chair Gronke* ***moved,*** Aleta Woodruff ***seconded, passed unanimously*** for ***selection of Menucha for May 11, and authorize Judy to work with Cora to get the deposit out of here tomorrow to get it nailed down.***

9. Announcements

Aleta Woodruff reported she had gone to another meeting. She showed maps to the Membership that are under consideration for purchasing to keep as Greenspaces.

Chair Olsen asked Aleta Woodruff if, when she was discussing MCCI with the two people, did they discuss any other possible involvement here at Metro beside MCCI.

Aleta Woodruff replied, *"No, they didn't ask. And what my question was with something like this, I believe I spoke to you before when I was on the Nominating Committee for MCCI. And we're doing a survey again of our backlog of resumes, and I would like to know if you would still be interested in volunteering. And I got two positive yeses from Lake Oswego area. And that's all."*

Chair Olsen asked Aleta Woodruff, *"So, as soon as we get those yeses, even if it's only two, we need to plug them in someplace."*

Aleta Woodruff replied, *"Well, that's what I thought. But you see . . "*

Chair Olsen said, *"We don't have any information on where to plug them in."*

Aleta Woodruff responded, *"Well, I don't know. I've got the resumes and so does Judy, and you know which ones they are Judy, I'm sure, Mr. Berman (?) and Mr. Porter."*

Chair Olsen said, *"Okay, those are the two that you just . . .. My thinking is that as we go through these cycles every six months, we have sometimes a bigger pile than others as people who show interest in Metro. That once we have the list of all the different places that people can get involved in advisory committees or other places at Metro, that they can volunteer. But we can start plugging people in."*

Aleta Woodruff said, *"The one thing which maybe we should mention and maybe not. Puts me in an odd position. But, one of these gentlemen is, again, employed by AAA, and I don't know."*

The Committee discussed previous Member Debra Downey also worked for AAA, and had to resign from Membership because her job kept her too busy to attend meetings. Ms. Woodruff reported that Ms. Downey no longer works for AAA, but is doing private consultations. Ms. Mamula said she recalled Ms. Downey attending some legislative things in Salem for AAA. Vice Chair Gronke asked if Ms. Downey was a lobbyist for AAA. Ms. Mamula replied in the affirmative. Ms. Mamula said that anyone that involved at their job at that level needs to have those obligations measured against MCCI Membership.

Chair **Olsen** said, *"That is why everyone who's on a Nominating Committee is scattered out there to try and get that kind of information at the Committee level. So that when you're going through those applications, you've got people there that might have this kind of information."*

Discussion continued over potential MCCI Members having time to commit to MCCI.

10. Adjourn

There being no further business to come before the MCCI Steering Committee:

> *Bill Merchant moved,* Geoff Hyde ***seconded, passed unanimously to adjourn the Meeting.***

Reported by,

Cora Elizabeth Mason

Cora E. Mason
Council/MCCI Assistant

METRO COMMITTEE FOR CITIZEN INVOLVEMENT
STEERING COMMITTEE
MEETING OF MARCH 6, 1996
MINUTES

Metro Regional Center

Members present: Angel Olsen, Chair, Position #1; Aleta Woodruff, Position #18; Geoff Hyde

Members absent: Ed Gronke, Vice Chair, Position #4; William Merchant, Position #25

Also present: Councilor Susan McLain, Metro Council Liaison; Patty Mamula, Position #6; Kay Durstchi, Position #26; Jim Robison, Position #15; Lennie R. Bjornsen, Position #17; Holly Isaak, Position #7; Judy Shioshi, MCCI Analyst; Cora E. Mason, Council Assistant

Angel Olsen, MCCI Chair, called the Meeting to order at 6:01 p.m.

1. Additional Agenda Items and Approval of the Agenda

Aleta Woodruff ***moved,*** Geoff Hyde ***seconded, passed*** for approval of the Agenda.

2. Consideration of Metro Committee for Citizen Involvement Steering Committee Meeting Minutes of January 3, 1996 and February 7, 1996

Aleta Woodruff ***moved,*** Geoff Hyde ***seconded, passed*** to accept the Minutes of the January 3, 1996 Steering Committee Meeting.

Aleta Woodruff corrected the Minutes of the February 7, 1995 Steerting Committee Meeting to reflect that Geoff Hyde was absent. She also said Robert Maestre's name needed to be listed under the "Also Present" heading.

Aleta Woodruff ***moved,*** Geoff Hyde ***seconded, passed*** to accept the Minutes of the February 7, 1996 Steering Committee Meeting as amended.

3. Public Comments

None.

4. Update: Budget Process, Councilor Susan McLain, MCCI Council Liaison

Councilor Susan McLain discussed the proposed budget change for moving the Committee under the Office of the Executive Officer. She also discussed the proposed staffing.

Committee Members discussed with Councilor McLain, at length, their feelings and impressions relative to the proposed changes.

5. Develop March 20, 1996 MCCI Agenda

The Agenda for the Full Committee Meeting of March 20, 1996, was developed as follows:

6:00 p.m. (5 min.)	1.	• WELCOME • ANNOUNCEMENTS • AGENDA APPROVAL	
6:05 p.m. (30 min.)	2.	EXECUTIVE AND COUNCIL LIAISON PRESENTATION • Clarify Framework • Clarify Processes • Clarify Philosophy	**Burton** **McLain**
6:35 p.m. (60 min.)	3.	FULL GROUP DISCUSSION WITH EXECUTIVE AND COUNCIL LIAISON, LEAD BY CHAIR AND VICE CHAIR	**Group**
7:35 p.m. (15 min.)	4.	CONSENSUS/DECISION	**Group**
7:50 p.m. (15 min.)	5.	FUTURE PLANNING • Workplan • Retreat All Day On a Saturday in May • Committee Structure • Current Responsibilities • Location • Next Year's Calendar	**Group**
8:05 p.m. (5 min)	6.	PUBLIC COMMENTS	
8:05 p.m. (10 min.)		CALENDAR PRESENTATION	**Woodruff**
8:10 p.m. (5 min.)	7.	APPROVAL OF MINUTES OF FEBRUARY 21, 1996 MEETING	
8:15 p.m. (15 min.)	8.	IDEAS FOR FUTURE AGENDAS	
8:30 p.m.	9.	ADJOURN	

Aleta Woodruff ***moved,*** Geoff Hyde ***seconded, passed*** to place Councilor McLain and Executive Officer Burton at the beginning of the Agenda, the Minutes at the end of the Agenda.

Geoff Hyde ***moved,*** Aleta Woodruff ***seconded, passed*** to accept the Agenda as it was developed.

8. Ideas for Future Agendas

9. Adjourn

Aleta Woodruff ***moved,*** Geoff Hyde ***seconded, passed*** to adjourn.

Chair Olsen adjourned the Meeting at 7:45 p.m.

Reported by,

Cora Elizabeth Mason

Cora E. Mason
Council/MCCI Assistant

March 10th, 1996

Councilor Susan McLain
Metro
600 NE Grand Ave.
Portland, Or. 97232

Councilor McLain;

Thank you for your letter and MCCI meeting attendance this past Wednesday evening regarding the design of the committee. Your attitude towards me Wednesday night seemed stressed and I found it to be disparaging. I welcome and expect assertive, straightforward, and respectful disagreement. I found your approach in disagreeing with me to be inappropriate.

As you know, I believe in higher levels of citizen participation than you are proposing for the MCCI. My expectations and styles for citizen participation in local government seem to be different than yours. I have presented these differences to you in a respectful and coherent manner. My suggestions for the future of MCCI reflect my dissatisfaction with the status quo and focus upon enhancing Metro's designs.

While I think Metro leadership is interpreting the Charter passage about MCCI too narrowly, we may indeed agree upon the best MCCI framework and processes for Metro at this time.

Susan, in other words, I tend to agree with your preliminary goals, framework, and process for the MCCI at this time in the Metro environment. I disagree with your view of the best role and responsibility of citizens in local government. Thus, our disagreement is more about vision than about the means and ends of the MCCI. My commentary has little to do with the MCCI staffing questions which are quite secondary to committee vision and purpose.

I know my skills and perspectives as a citizen volunteer, community advocate, and public administrator are highly valued. I have always presented my MCCI problem solving suggestions and analysis in a thoughtful and progressive manner. My letter of a few days back presented challenging arguments for and was instructive in the design of a better MCCI. Unfortunately, you have suggested that you and MCCI members have found my efforts with the MCCI to have been negative and not helpful. I found those words and tone of yours to me, a citizen volunteer appointed to assist you, to be belittling.

Thus, it appears to me that you and other members of Metro leadership do not welcome or value my perspectives and approach. Having many other interest and opportunities to contribute to citizen participation and community development, I am resigning my post with the MCCI effective immediately. I will return my MCCI binder to Metro by the end of the month.

Thank you for the opportunity to contribute to and learn more about Metro. It was informative.

Sincerely,

Lennie R. Bjornsen

c: Councilor Monroe
Analyst Shioshi
MCCI leadership

METRO COMMITTEE FOR CITIZEN INVOLVEMENT
MEETING OF FEBRUARY 21, 1996
MINUTES

Metro Regional Center

Members present: Angel Olsen, Chair, Position #1; Ed Gronke, Vice Chair, Position #4; Linda Bauer, Position #3; Lennie Bjornsen, Position #17; Bob Bothman, Position #27; Ric Buhler, Position #22; Debra Downey, Position #8; Kay Durtschi, Position #26; Ron Fossum, Position #13; Geoffrey Hyde, Position #11; Holly Isaak, Position #7; Susan Johnson, Position #5; Donald MacGillivray, Position #21; Robert Maestre #19; Patty Mamula, Position #6; William Merchant, Position #25; Gerald Penk, Position #23; Ronald Repp, Position #9; James Robison, Position #15; Richard Schacht, Position #10; Henri Schauffler, Position #20; Peter Seto, Position #12; Daniel Small, Position #16; Stephan Stent, Position #14; Bob Wiggin, Position #2; Aleta Woodruff, Position #18.

Members absent: Kenneth Buelt, Position #24; Ric Buhler, Position #22; Debra Downey, Position #8.

Also present: Metro Executive Officer Mike Burton; Metro Auditor Alexis Dow; Metro Council Liaison Councilor Susan McLain; Metro Council Presiding Officer Jon Kvistad; Metro Councilor Don Morissette; Metro Councilor Ed Washington; Paul Sunderland, OSU Multnomah County Extension Service; Jane Hart, Associate Regional Planner, Regional Parks and Greenspaces; Judy Shioshi, MCCI Analyst; Cora E. Mason, Council Assistant.

Angel Olsen, MCCI Chair, called the Meeting to order at 6:00 p.m.

2. HISTORY OF MCCI

Chair Olsen said the number one RUGGOs goal is Public Involvement. She said the by-laws were written and brought to the Charter Commission. From this point the Office of Citizen Involvement evolved.

5. VISION SHARING
6. ROUND TABLE DISCUSSION

Executive Officer Mike Burton shared with the group how, in 1975, he had sat on the first citizen involvement committee for land use laws for the City of Portland under Mayor Neil Goldschmidt. Mr. Burton also served as Metro Councilor for four years. Several times he served as chair of his neighborhood association. Mr. Burton knows the importance of citizen involvement from his own past involvement. He proposed and encouraged the Committee's advice and input to both his office and to the Metro Council on how to proceed with questions on citizen involvement. Mr. Burton shared that it is increasingly important that Metro has the means to be sure in reaching decisions affecting citizens that citizens be involved in the decision process. Mr. Burton indicated that people from other areas are always impressed at the cooperation we have in Portland when it comes to solving issues.

Mr. Burton addressed his concerns over resources, saying Metro is the only form of government not having a general fund. Metro's general fund dollars come from excise tax or revenues. Metro's primary activity, planning, does not have a revenue base. It takes five million dollars each year for Metro to carry out the planning function. Metro's intention and product is that we do what we can to deliver services in the best manner possible.

Mr. Burton said both he and the Council have long labored with the question of through which office should MCCI be administered. After numerous hours of discussion, the Executive and the Council came to the conclusion this function could best be administered through the office of the Executive. The Charter requires the establishment and ongoing participation by MCCI and MPAC. JPAC was established through statutory requirement. Support for these services relies on the office of the Executive Officer. MPAC primarily deals with land use and elements of growth pattern issues. JPAC focuses on transportation and land use. MPAC is staffed by Growth Management, using higher and higher levels of staff. Staffing for MCCI does not have an administrative component to support MCCI's effort. What is needed is someone who can do the minute taking and agenda setting functions. This position was also created to free up the technical analyst type person from Growth Management. Mr. Burton expressed that he is in favor of the creation of a new Office of Citizen Involvement. The Council needs to express their pleasure in this matter. Mr. Burton said Metro is now beginning the work necessary for the public meeting process for Phase I of implementing the Regional Framework Plan. Metro needs to go back out and do a public effort for this. Metro staff need to come to MCCI and say here is what we are doing.

Councilor Susan McLain confirmed the words of Executive Officer Burton, saying the Council is in agreement with him. Councilor McLain said the decisions which had been made were accomplished in an appropriate manner. She went on further to say Metro is defining what it needs from MCCI.

Executive Officer Burton encouraged the MCCI Members to contact his office with any questions that might have.

Councilor Susan McLain said there are so many things going on at Metro right now with due dates and timelines. She said she is hoping MCCI will make these things a priority also. She said more hands were needed by MCCI than heads because Council is interested in MCCI's perspective, not a staff perspective.

Robert Maestre shared his feelings about the new budgeted positions allowing MCCI greater opportunity in that MCCI will be asked to make public involvement more successful. He said he is concerned about a resident advocate and conflict between the Executive Officer and Council and sees this as a way to overcome political haggling. MCCI Members become more important as they go out to advocate themselves.

Councilor McLain said a Master Calendar is needed because there are a lot of groups who wish to have the Executive Officer and Councilors meet with their groups.

Metro Auditor Alexis Dow announced the Auditor's office is now staffed, issuing reports, and evaluating Metro's programs, and is there to look at your concerns. The Auditor's office now has a Citizen Involvement Committee.

Councilor McLain said there is a cleaner, streamlined citizen involvement process through the proposed change. The Executive Officer is questioning whether there is enough citizen involvement in the solid waste group. She said it would be helpful and she would be appreciative of the MCCI writing a letter in support of a ***definite*** 7:00 p.m. Metro Council Meeting.

Paul Sunderland, Facilitator advised the group that they needed to think what are we about and were there points made by Executive Burton that have cause for concern.

Comments from MCCI Members: Will we have analytical support with this proposal? Most excellent citizen and community groups have staff to help them focus. What does the Mission vis-à-vis Charter change if MCCI comes under the Executive Officer? Lack of analytical staff support will cause group to be more reactive than proactive. Is the perception that things will be brought to the Committee and the Committee won't design their own agenda? MCCI has not been adequately staffed and has complained before.

Councilor McLain said the Metro Council is making the commitment to give Metro staff, i.e., Greenspaces staff when you need material or update.

Comments from MCCI Members: The jobs and tasks of the Committee will be more useful to Metro. Weakness: not one staff person who is all of the time an advocate for the Committee.

3. ACCOMPLISHMENTS OF 1995

Vice Chair Ed Gronke reminded the Members of their accomplishments of the past year, which were:

A. Advisory Committee Work Group

1. *Took first steps toward broadening public involvement in the annual Metro budget process.*

2. *Set up a centralized location for information on various Citizen Advisory Committees already in existence, membership make-up and requirements for membership. Hope to see published and distributed an information handbook with application form to recruit future Advisory Committee Members.*

B. Public Involvement Process Work Group

1. *Metro Council formally adopted the PIP submitted for use by the Transportation Department.*

2. *Metro Solid Waste (Environmental Services) Department has adopted and agreed to use a PIP process modeled on Transportation.*

3. *Parks and Greenspaces has put the adoption of a PIP in their budget for this year.*

C. MCCI Networking Work Group

1. *Approval and publication by Metro of the trifold brochure which describes MCCI and its functions, encouraging more citizen input and participation.*

2. *Established the Monthly News Release, mailed by Metro to a constantly growing mailing list of all community organizations and jurisdictions.*

3. *Created a wall chart of neighborhood and community organizations and networks.*

D. *MCCI*

1. *Recommended to Council and Executive Officer the creation of a Metro Welcome Center at the entrance from the plaza. Such a center could serve as a focal point to answer questions from citizens as well as welcome any visitors to the building and direct them to the appropriate location.*

2. *Recommended to Council and Executive Officer the establishment of the position of Electronic Media Specialist. Such a position would maintain, update and enlarge the current Metro Web Page to an interactive status, vastly increasing its effectiveness. In addition, this position could set up and maintain a Metro Hot Line, equivalent to The Oregonian's Inside Line -- a convenient and economical source of information on Metro and the region, accessible to anyone with a telephone. Finally, this position would plan and coordinate a regular Metro cable TV program, leveraging on resources currently available through community access stations.*

4. APPRECIATION

Metro Councilor Susan McLain presented certificates of appreciation to those present who had served on the Steering Committee for 1995.

1. INTRODUCTIONS

Paul Sunderland instructed the group to go around in the order seated at the table, telling about their interests and to describe themselves with one word.

7. WORK PLAN GROUPS
8. FULL GROUP

The Members broke up into work groups to discuss how they see new or different ways in which to accomplish their work. They came back from the from the work groups, reporting their accomplishments. They then discussed what MCCI wants to be.

9. ADJOURN

Chair Olsen adjourned the Meeting at 8:30 p.m.

Reported by,

Cora Elizabeth Mason

Cora Elizabeth Mason
Council Assistant

METRO COMMITTEE FOR CITIZEN INVOLVEMENT
STEERING COMMITTEE
MEETING OF FEBRUARY 7, 1996
MINUTES

Metro Regional Center

Members present: Angel Olsen, Chair, Position #1; Ed Gronke, Vice Chair, Position #4; Robert Maestre #19; William Merchant, Position #25; Aleta Woodruff, Position #18

Members absent: None

Also present: Councilor Susan McLain, Metro Council Liaison; Holly Isaak, Position #7; Judy Shioshi, MCCI Analyst; Cora E. Mason, Council Assistant; Paul Sunderland, OSU Multnomah County Extension Service; Richard Schacht, Resident, District 4

Angel Olsen, MCCI Chair, called the Meeting to order at 6:12 p.m.

1. **Additional Agenda Items and Approval of the Agenda**

Ed Gronke *moved,* **Aleta Woodruff** *seconded, passed for approval of the Agenda.*

2. **Consideration of Metro Committee for Citizen Involvement Steering Committee Meeting Minutes of December 6, 1995**

Aleta Woodruff said areas of the Minutes were murky, however, so it was so long ago, that it's water under the bridge.

Ed Gronke *moved,* **Aleta Woodruff** *seconded, passed to accept the Minutes of the December 6, 1995 Steering Committee.*

3. **Public Comments**

Chair Olsen asked for anyone thinking of a better title for this section of the agenda to bring their ideas for consideration.

4. **Update: Budget Process, Councilor Susan McLain, MCCI Council Liaison**

Councilor Susan McLain reported that she, Chair Olsen, and Vice Chair Gronke had just come from a discussion with Mike Burton. She said one of the purposes of the meeting was to give the Steering Committee and MCCI leadership an opportunity to look at a proposal. The reason the proposal was even looked at, suggested, or crafted follows. *"Right after the leadership changed on the Metro Council in January, we had a Work Session. One of the comments we made at that Work Session was that we were unhappy with not, not feeling comfortable with the type of or level of staffing that we had for our MPAC group. That particular group, we felt, we were using some of our high level technicians, our planners, to actually hand out the agendas and making the meeting arrangements, getting involved with the minutes and the agenda-setting and things like*

that. These are are the key people in our department, and we wanted to see if we could get that changed. Unbeknownst to us, but in a very parallel fashion, the Executive Officer was coming to some of those very same comments and concerns and thoughts on the Budget season coming up and what could we do better to better serve the Charter committees that we have which are MPAC and Metro CCI. To that end, both the Executive and the Council have been putting on their thinking caps and trying to figure out what is it that we could offer that would be able to better serve both of those committees. In that thinking pattern, the Executive started out looking at Department Overview and Work Plans and trying to come up with different configurations of serving that group. One of the things that came very apparent was that we felt there needed to be more hands than heads. In MPAC, elected officials were making their own analysis, producing their own ideas, and they needed more support in being able to actually get the tasks done or get the mailings out to their membership so that they could deal with the information that was being provided to them by our technical staff. The Metro CCI came up with the thought that many times you have work projects and you may not have enough hands. We have heard from you before that there was a need for technical secretarial type services than you had available to you. Also, that your secretarial type services was very fractured because it was being passed around from one secretary or clerk to another so that you were not getting any consistency. There was not any continuity, and what could we do to provide better continuity. The Executive has come up with a proposal that will basically, as far as the Metro CCI is concerned, that will eliminate the job that Judy is holding at this point. There will be an elimination of that position. That position would then be replaced with a different position." Councilor McLain asked the Members to look at the copies Vice Chair Gronke was distributing. *"You will see in this handout, basically, a job description, and it describes to you a position that provides high level of support to Metro's two Charter-mandated committees. . . . then it talks about the skills needed and necessary to provide support including ability to communicate with public, staff, and elected officials. The ability to write, edit, produce materials for distribution to committee and public, including minutes, agendas, meeting notices, memos from the chair or other members of the committee, or the Metro Council, or the Executive Office. Providing an additional avenue of feedback for citizens and their regional partners and increasing Metro's ability to be aware of and respond to public concerns related to Metro's programs and policies. Working with the Division of Public Affairs and Government Relations to coordinate and disseminate Metro's information to local governments and local newspapers, neighborhood groups, community planning organizations, and other city groups. Answering phone calls, e-mail, written correspondence from the public regarding the two committees specified and Metro's process in general. Responding to requests for information in a timely and courteous manner. Assuring that every meeting has a purpose and projected outcome."* This person would be the Administrative Assistant. There is also a second position that is called the Office Assistant. The third area is Temporary Professional Support for projects and key points where there is more work to be done. There is also a job description for the Office Assistant. *"Both the Executive and the Council have talked about the concept, in general, over the last two to three weeks. We believe that it gives more and better support to both MPAC and to the Metro CCI. Responding to the idea that Judy's job would be eliminated, the position of the Analyst would be eliminated, the*

reasoning is that there are Analysts in this building that are in Transportation, Solid Waste, Budget, Citizen Outreach, and they would be made available, then, to this committee for the kind of analysis that your Analyst has done in the past. Now, Judy's position, and this is a personnel issue, and Judy and I have had a conversation already. Judy has also had a conversation with Presiding Officer, Jon Kvistad. Judy can look at this position and apply. If this new position looks like something she's interested in, then this is something that is certainly, as far as a personnel issue, she could certainly apply for this position. Her job is secure through this Budget Year, which would be June, 1996, and then she could apply for this job if she so chose. The Executive Officer has given his word to Angel and Ed and I today that he does very much want to have an MPAC Member and a representative of the MCCI involved in the hiring process for person, or persons, so that they would have some input on the skill level and on the type of personality that would be involved in this position. With this idea, the purpose, then, was to better structure and to better staff two committees that we think have said to us, 'It's not quite right. We don't quite have the right level of support or we don't have quite the right type of support that we need to make our work go well.' *That's the basics for this. This document, this draft, that you have in front of you, we can go through at more length, talking about either how it is fitting into the Budget. Last year, this was the other reason that the Executive and the Council, both Jon Kvistad and myself, as Chair and Deputy Chair of the Council said, 'Mike, let's do not go into this Budget season without the Executive and the Council understanding and knowing where they want it in the Budget.' Because last year we lost all the time saying, 'Well, is it going to be Executive, is it going to be Council? Where is it going to fit in the Budget?' We want to refine and define this situation here, and so we want to make sure we have got that direction. The Executive and the Council are going forward with the idea that we like this placement, we like this basic concept, and we want some review by your group and the MPAC group to see what areas of issues or concerns your may come up with. You have over two months to do this. This is not a decision that's going to be acted on. The Council has not even seen this Budget as a whole. I am the first one on the Council to see this, and I saw it today, as far as the facts. Concepts, yes, but not the actual dollar amounts and so forth. This will be forwarded, the entire Budget will be forwarded to the Council within a week. Mr. Burton will present that Budget verbally by about the 14th or the 15th, and then we will go through a Finance Committee Review of the Budget between February and May of this year. So, you have plenty of time to give us your thoughts, your ideas. You will have plenty of general membership meetings to talk about this. There was one other commitment that we made to Ed and to Angel tonight, the Executive and me, both. As a Council representative and as your Liaison, and as an Executive to this agency, both Mike and I have agreed that we need to give to you a very definite update on what we want and what we need, and what we hope to be able to support you with as far as what is the job description. Now, both your Analyst, Judy Shioshi and your Chair and Vice Chair have done a really good job through the letter that is from Mr. Gronke putting together your budget ideas. We looked at that, Ed and Angel and the Executive and I, and we think they are very complimentary and compatible to what we are proposing here for the reorganization of your staff. I would leave that to Ed and Angel to make definite comments on specifics they would like to on that. I guess I am excited in two ways: One, we are trying to address your concerns about the level and type of*

staffing that you are getting. We're trying to do it in a way that's going to be proactive for the Citizen Involvement Office, in general, and to the MPAC group which are both Charter-oriented groups." Councilor McLain then opened the floor for questions and asked Chair Olsen and Vice Chair Gronke to fill in on anything she had failed to include.

Vice Chair Gronke asked if the MCCI budget piece he had assisted in development of had been reviewed. He asked for questions, saying he had put into the budget piece those items which had been listed on the board. Referring to the Department Overview document which had been handed out this evening, he said he and Chair Olsen had seen for the first time about an hour ago. He said he had not done more than glance through it briefly, but had heard the concept described. Vice Chair Gronke, commenting on the way the concept had been described to him, said it seemed to meet the needs the MCCI has articulated in their budget request in a somewhat different fashion. He said he had met with different Metro Councilors who had suggested MCCI's needs could be met, howbeit in a different manner. When the Councilors asked him if he would be bothered by this, he replied that it would not. He said the Committee had articulated needs, they had written those needs in one form of meeting them. As long as the staffing needs can be fulfilled, Vice Chair Gronke said, he is not particularly wedded to any approach to fulfill those needs. If the full Committee or the Steering Committee feels he should not have said that, he asked for their response. His intention, he stated, was to attempt to get the help the Committee needed, but did not receive last year, and consequently suffered from the lack of staff, constant changes, and inaccessibility to the Committee Minutes due to their lack of completion. He said the Committee was never sure what was going to happen next, and he was interested in obtaining staffing that would provide the paper and information needed when it was needed. Vice Chair Gronke, referring to himself as an old-time Manager, said he did not care from whence came the help as long as it was there when needed. He said, *"The concept, as it was described to me in Mike Burton's office, appears to meet those needs, and this was why my first reaction was,* 'If it works, fine.' . . . *What I suggested was we get copies of this draft proposal out to the entire Committee to chew on, as well. We'll do a special mailing. We will encourage comments and feedback. I think it is important that we, as a group, feel we should buy into this, or if we're opposed to it for certain reasons, we get those reasons out and we get them resolved."* He reminded those present of his words at the previous full Committee Meeting and Steering Committee that the issues would be resolved during the budget process. He said he was happy to see that what happened in Mike Burton's office was more than just a resolution of some of the budget issues. Troubling him for some time, he said, had been the resolution of even more basic issues, which are appearing to be resolved. Among those issues was the Council's and Executive's expectations of MCCI, along with MCCI's expectations of them. He reported very frank discussion had occurred about his concerns that very evening.

Chair Olsen stated that she had not enjoyed the opportunity to do any more than glance over the draft proposal. She said the only comments she could make would be *"off the top of my head." "In the past when we were sharing Judy with the Council, it was* 'Well, a fourth of my time is here and a fourth my time was there,' *and that was my only concern.*

They think they have that covered. I guess that remains to be seen." The other comment she said she wished to share was an actual location citizens could go to at Metro to access the Committee.

Councilor McLain said she felt this was a very crucial concern. She said in no way would this proposal mean there would not be a phone number, an actual physical place, or an actual person with which people can interface. She said this has to happen, and if it does not happen the proposal will not succeed.

Vice Chair Gronke said he was encouraged by the second page of the proposal, and Mike Burton's grasp of how essential it is to tackle the Welcome Center and the Electronic Media Specialist. He said he felt safe in saying both the Executive and the Council agree this should be addressed as soon as possible.

Aleta Woodruff said there is an example tonight, of the lack of staffing in that the Minutes from December, which should have been included in the packet mailed to the Members.

Chair Olsen said the Minutes in question would be added to the Agenda for the full Committee. She reported that Executive Officer Burton had said information would be sent out from his office regarding the budget proposal.

Vice Chair Gronke and Chair Olsen agreed to write a cover letter together for information Executive Officer would send from his office, advising the Members of the Committee how the information came about. This would provide ample time for the Members to give thought to the proposal and give feedback.

Robert Maestre affirmed the proposal and its clarification, saying there were any number of Public Involvement Specialists at Metro.

Councilor McLain said there is frustration on her part as well as the Presiding Officer's and Executive's parts relative to the Solid Waste Public Involvement. They do not feel it has the right membership, or that it is doing the right job having the general public understand rates, or anything else. On the hot list of topics the Executive and the Councilor feel the Metro CCI could tackle this year, this group was right up there on top. She said she had a real moment of clarity, and sees this as a very proactive year and proactive budget. Councilor McLain said this was not to say that MCCI and Judy Shioshi were not doing a good job, on the contrary. She went on to say this is a new world out there, it's a lot different from when MCCI first began, Metro is different, and the Council has different needs as well as the Executive and the Committee.

Aleta Woodruff asked Councilor McLain if there was one person with the title *Public Relations* for the entire Metro that oversees all of the output.

Councilor McLain said that on the history of it, yes, there was. She said it was called centralization versus decentralization. A person was here, had that title, did that function.

Councilor McLain confided she is still of the mind that type of person is needed. She said there was merit to the decentralization approach, however, there has been evidenced a need for centralization. She said she had not worked with Executive Burton in a manner to make sure it is in this budget, but she thinks this is a beginning. She said what is being said is that MPAC and MCCI need to be connected, that we have technicians in the building, do not have a redundancy in Analysts, get those experts in here when you need them, and let's do more coordination.

5. Develop February 21, 1996 MCCI Agenda

Chair Olsen introduced Paul Sunderland, of Oregon Extension Services from Multnomah County. He said Mr. Sunderland is one of the organizers of their Regional Institute for Citizen Participation in Government and a facilitator.

Mr. Sunderland conducted a structured, but informal session for the purpose of establishing an Agenda for the General Meeting/Retreat of February 21, 1996. The complete Agenda is as follows:

BUFFET SUPPER BEGINS

INTRODUCTIONS
- Getting Acquainted

HISTORY of MCCI
- Who we are
- How we got here

ACCOMPLISHMENTS OF 1995

APPRECIATION
VISION SHARING
ROUND TABLE DISCUSSION
- Focused to Vision
- Sharing

BREAK

WORK PLAN GROUPS
- Do Work Groups See New or Different Ways In Which To Accomplish Their Work?

FULL GROUP
- Report of Work Groups
- Ground People In What MCCI Wants To Be

ADJOURN

8. Ideas for Future Agendas Moved to March Steering Committee Meeting

Ed Gronke ***moved,*** **Aleta Woodruff** ***seconded, passed to accept facilitator's recommended Agenda for the General Meeting/Retreat of February 21, 1996.***

9. Adjourn

Ed Gronke ***moved,*** **Aleta Woodruff** ***seconded, passed to adjourn.***

Reported by,

Cora Elizabeth Mason

Cora E. Mason
Council/MCCI Assistant

METRO COMMITTEE FOR CITIZEN INVOLVEMENT
MEETING OF JANUARY 17, 1996
MINUTES

Metro Regional Center

Members present: Angel Olsen, Chair, Position #1; Ed Gronke, Vice Chair, Position #4; Linda Bauer, Position #3; Lennie Bjornsen, Position #17; Bob Bothman, Position #27; Ric Buhler, Position #22; Debra Downey, Position #8; Kay Durtschi, Position #26; Ron Fossum, Position #13; Holly Isaak, Position #7; Susan Johnson, Position #5; Donald MacGillivray, Position #21; Robert Maestre #19; Patty Mamula, Position #6; William Merchant, Position #25; Ronald Repp, Position #9; James Robison, Position #15; ; Henri Schauffler, Position #20; Peter Seto, Position #12; Daniel Small, Position #16; Stephan Stent, Position #14; Bob Wiggin, Position #2; Aleta Woodruff, Position #18.

Members absent: Kenneth Buelt, Position #24; Gerald Penk, Position #23.

Also present: Judy Shioshi, MCCI Analyst; Cora E. Mason, Council Assistant

Angel Olsen, MCCI Chair, called the Meeting to order at 6:02 p.m.

1. Additions to and Approval of Agenda

Ed Gronke ***moved,*** **Kay Durtschi** ***seconded, passed to accept the Agenda.***

2. Consideration of Metro Committee for Citizen Involvement Meeting Minutes of December 20, 1995

Bob Bothman corrected the Minutes to say the listed date of the next meeting date needs to be changed to read January 3, 1996.

Chair Olsen indicated that the Regional Urban Growth Goals and Objectives (RUGGOs) made provision for MCCI to have official representation at the MPACT Meetings.
She said this needed to be added to the Agenda.

Bob Bothman said that on page seven of the Minutes, in the next to the last paragraph, in reference to the Ad Hoc Committee, the last sentence should say: "This *needs* to be backed up with procedures and policies."

Ed Gronke ***moved,*** **Kay Durtschi** ***seconded, passed to accept the Minutes of December 20, 1995 as corrected.*** Holly Isaak abstained.

3. Citizen Comments

None.

4. Welcome Greetings to Nominees

Chair Olsen called for Members to go around the table, give their name, area, and how they became involved with Metro and MCCI. After all Members had presented the requested information, Chair Olsen welcomed both the new comers and returning members.

Bill Merchant advised the newcomers that if they had not yet received a large binder with the MCCI Bylaws in it as of yet, it would be forthcoming in the near future. He said the Committee had worked long and hard on the Bylaws. However, he said, the Bylaws did not tell one the "how" of doing things. They are not procedures and policies. The Committee had thought to form an Ad Hoc group in December. The group decided to wait until the new people came on board in order to give everyone an opportunity to become involved in "fleshing" out the Bylaws by adding policies and procedures. He said he did not expect it to be like standing committees lasting all year.

Robert Maestre said he had attended the Steering Committee a couple of weeks ago and there was discussion about the work program and sending a memo to the Metro Council about staffing needs. He said he thought the discussion was good and that it separated out how Metro needs a staff person to carry out the major, regular functions of the Office of Citizen Involvement and the regular staffing functions of staffing a committee. The other aspects of the work plan was also listed by the three sub-committees. After listening to everyone, he said, there is a lot of history here. He said there seems to be a commonality of understanding among the established Members about the role of MCCI. He indicated he had attended the Metro Council's Work Session, and that Metro Council does not see the role of MCCI the way MCCI views itself. One of the specifics he heard at the Work Session was that a number of Councilors are on statewide committees, with one staff person to staff the entire statewide committee. Mr. Maestre determined the Council must feel that MCCI is like the other committees, that it is an advisory group. After reviewing the Metro Charter and the ordinance establishing MCCI and the Bylaws, his impression is, with good reason, different agendas. The Metro Charter has a very limited agenda for MCCI. It states there shall be an Office of Citizen Involvement and a Citizen's Involvement Committee. The main wording in the Charter is "to advise Metro Council on Citizen Involvement." The Bylaws have a much stronger role for MCCI, which he thinks is valuable. The Bylaws say "Develop and maintain programs and procedures to aid communication." He said this is a different role as compared to an advisory role; this is much more of a "doing" role. Mr. Maestre said his subjective impression after listening to the MCCI for the months he has been sitting in and listening to Metro Council a bit is that the Council wants an advisory group. This would be a bunch of concerned citizens who are knowledgeable to say, "This is what we think you need to do." He said one way advisory groups function is that they get a piece of paper with recommendations on it like a staff report. The advisory group points out the items it feels to be positive as well as those it feels to be negative. In the Work Session, the Metro Council said they needed to talk about MCCI, and that the Governmental Affairs Committee needed to look at the role of MCCI. Mr. Maestre said he thinks there is also an issue.

Chair Olsen asked for comments.

Bill Merchant said the Bylaws of MCCI are approved by the Metro Council. If there is a discrepancy, he said, there is certainly room to rectify it. He said it was not like the Council was unaware of what MCCI was seeking to accomplish.

Ed Gronke said the budget process this year will probably surface and hopefully settle this issue one way or the other.

Henri Schauffler said there is a group of activists who are active and want to be active and wish to do things. This is in a Council that, largely, wants an advisory group. This group does not want to be an advisory group. If Metro wants this group to be an advisory group, then perhaps, there is some sort of shakedown that has to come, whether it is through the budget or whatever. There is a tension, there is a challenge.

Robert Maestre said he would recommend that a small committee from MCCI meet with the Governmental Affairs Committee. One of the things he did not understand, which maybe he understands now, is that Metro has staff people to do work in terms of public involvement, information distribution, information gathering, etc. He said he believes that a lot of the departments and divisions of Metro think about and consider this issue. Mr. Maestre went on further to say that, to him, this has implications for the least efficient functioning of a committee such as MCCI in the sense that all of these staff people who are working on projects could bring their proposals for citizen involvement to the MCCI. Or, they could come to MCCI and say, "This is what we are doing, this is our project. How should citizens be involved?" After this the staff would go back and develop their proposals, MCCI would react, and it would be complete. There are a lot of paid employees working on citizen involvement issues, public relation and information distribution, and information gathering. He said he believes the Council wants and needs an MCCI.

Chair Olsen advised the Committee had gone over the time allotment for this subject, but it was a good one to take in to the retreat.

Jim Robinson *moved*, **Bob Bothman** ***seconded, passed to extend the time on this issue.***

Kay Durtschi said the City is doing this, County is doing this, and this is why MCCI is attempting to do this. We need the Governmental Affairs Committee as a party to this, in order to make it work. She said a coalition needs to be built to see that this is carried out.

Aleta Woodruff said this is what you find out when you go to these meetings, which she had been begging the Members to attend for one whole year.

Geoff Hyde said he, too, had heard the story about people staffing whole committees at the state level. The difference is it is very important to Metro to be involved at the grass roots level, and have a two-way communication going. He said it was easier to staff a statewide committee because you do not have to talk to anyone outside the committee.

Bob Bothman said the Bylaws were drafted by the Metro Council staff, not by MCCI. The key player was the Chair of the Governmental Affairs Committee. MCCI's role was working in a cooperative agreement to get the Bylaws the way Councilor Gates wanted. Another good example is the PIP everyone brags about a lot. This was written by Transportation staff, MCCI advised staff.

6. Council Update From Councilor McLain

Metro Councilor Susan McLain, reporting on cable television efforts, said she and Presiding Officer Kvistad had been in discussion about how to get the Metro Council and MCCI connected

in the area of communication. How would this be dealt with in a way to save dollars as well. One of the areas discussed was to look for free air time. She said some of the MCCI Members were directors in their community television networks, providing expertise. There is a proposal Judy has been working on with Councilor Kvistad. This is being put together in a packet for your perusal. This packet does carry some budget dollar implications. Both she and the Presiding Officer feel very strongly about this program, and they will support this with the Budget Committee. This is one way to talk about concern about connections between the groups.

Councilor McLain, responding to Robert Maestre, said the Council's Work Session was to be that because of the 2040 material coming up on January 18, 1996. She said that in the reorganization, they talked about a lot of the different groups and responsibilities they felt needed fine tuning. One area was the MCCI. It was felt they had tried before to deal with staffing issues, evaluation issues, and there was no process or formula to get to these issues or the issues of the Council. The Council decided, in reviewing their Committee responsibilities, that Governmental Affairs was the place to send both staffing issues, evaluation issues, and some of the relation issues with groups such as the MCCI. She said Mr. Maestre was correct in that this is the Committee with which MCCI would connect. This Committee is chaired by Councilor Patricia McCaig, the Vice-Chair is Councilor Ed Washington, the other Member of the Committee is Councilor Ruth McFarland. Any of those individuals would be happy to hear from MCCI, and would like to hear about MCCI's ideas and looking forward to having you address the group. Councilor McLain went on to discuss the conflicting goals. The first is citizen involvement advice, coming to you for advice on what is good citizen involvement. The second goal, in the Bylaws, maintaining and creating a program of communication. The Charter came in the middle. The Bylaws came to a Governmental Affairs Committee, and were reviewed. The Committee, before the Charter was even passed, committed to the fact that they wanted and needed an MCCI. It was not clear what it would look like, but known was the fact that a group was needed that was going to be connection of information up and information down. That was a commitment Council made in 1991-92. When the Charter passed, another piece came into play, an Office of Citizen Involvement. The frustration does not come just from this group, the Councilors who have lived this experience also have some frustration. Neither group is perfect, and have not connected perfectly. Both are still talking and want to connect. The important issue is that Council wants the MCCI to be a very vital part of the Metro process, and a very vital connection to the community. This is something with which MCCI has agreement with the present Council, as well as the Council in existence upon its formation. On the story that was told about the state committees, the stories were told in frustration because it is known the budget is limited. We have tried to stay within our budget to reorganize staff to meet MCCI needs as well as those of the Metro Council. This has not worked. What MCCI has heard is frustration from Councilors who have worked diligently to look at MCCI's issues and needs as well as Council needs. What MCCI wants is stability, a functioning staff that is enough support to complete their work. There is a new Executive since the Charter was passed. Councilor McLain said she feels the new Executive has some very good ideas, but they may not look exactly like MCCI pictures. On budget issues, they are trying to figure out what kind of staffing would be most helpful to MCCI, and where that staffing is redundant.

Geoff Hyde said that Casey Short had assisted in production of the Bylaws for MCCI, and some felt he was trying to "drive the direction rather than respond to it." "That is a danger when staff tries to drive the boat rather than help row it," Mr. Hyde observed.

Councilor McLain asked if this was pre-Charter.

Chair Olsen responded that it was not, but actually occurred during the last round.

Councilor McLain said that sometimes when you work within a committee structure, a Council Analyst will be given their direction by a committee chair. "We want to make sure they give support, but we are also giving you a goal. We want a product, and so you have a due date or deadline." She asked the Members to help make sure that whatever Council is able to do facilitate, to advise them. She admonished the Members to be careful about where the staff is helpful and when the staff seems to be not working within the process the way you would like to see them work.

Councilor McLain said she would be, at the Council Session of January 18, 1996, bringing up Resolution 96-2264. This resolution will complete the full composition of MCCI with the exception of one position, that is District Four, her district. She said a great deal of effort had been put forth to fill this slot. There is an attempt being made through Pacific University to see if any of their staff living within the community wishes to participate.

Councilor McLain, reporting on 2040, said the Council has now been through a five-month process. She said the final Hearing on the deliberation package would be occurring on January 18, with a large crowd expected. She said she had asked for three hours on the Agenda, but would not be surprised at five. Public Testimony will be taken, reviewed, and the Council is hoping to make their decision with a final vote on January 25, 1996. There are approximately twenty thousand acres involved. The Council's one goal is no net gain in study acres, with twenty-three thousand acres in the first cut in December 1994. At this point, the Council was a couple thousand acres below that figure. "This is not tax lot specific nor any land use decisions, this is a locational decision for further study. These are **not** urban reserves, these are **study acres**. That's important to keep in mind." Councilor McLain said if there needed to be an error related to too much acreage, the error needed to occur during the study time, not the designation time. "We need to make sure we have as much flexibility with the options and as much flexibility" related to community and the three county needs in a regional framework. Councilor McLain said "There are nine areas that the Charter covers as far as what the Regional Framework must cover, and one of them is coordination with Clark County." "As far as how do we deal with it with our forecasting: We look at a four county area. We designate what we think will come to our three county area, but we also look at what will go to theirs. We coordinate that, we talk about that. They are represented at JPACT and have a seat on many of our advisory committees, depending on the subject matter whether it be Greenspaces or etceteras. We have our own plan, they have their own plan, but we are very aware of their plan. Transportation is a perfect example, they come to our JPACT Meeting. They are waiting on us to find our what our decision will be on oxygenated fuel and if we are actually going to keep it for three or four years, or if we feel that's something we can give up as a region. There is a lot of coordination going on between the two." They are twenty years behind us, but in the last eighteen months they have put into place landuse laws. Those landuse laws are complimentary to ours, but are not the same. They are trying very diligently to close up the twenty year gap in a very short period of time.

7. Status Report on Budget

Judy Shioshi reported the budget had gone through a rough, rough draft with Bob Bothman and Ed Gronke as requested by the Steering Committee. This included the three Work Groups and an umbrella piece that said who MCCI is and what MCCI is about and some of MCCI's accomplishments. Judy said she had passed this on to John Houser, Senior Council Analyst, and he had said a couple of things. She said no one would read six pages, sorry, fascinating, cut it down, bullet it and put it in one voice, basically. The three Work Group pieces actually came from the Work Group chairs.

Bob Bothman said that he thought that when they had talked to the Steering Committee the plan was to somehow separate out some of the information.

8. Citizen Involvement Resolution Status Report

Kay Durtschi said the Multnomah County Citizen Involvement Group has gone to the County Commissioners and asked for reaffirmation of their commitment to citizen involvement. She said Gresham has an Office of Citizen Involvement, but most of the smaller cities of the region do not. The City of Portland is expecting to take to City Council a nine point principles document for approval by the end of the month or the first part of February. They were hoping that, at this point, Metro would be able to do the same, going through the Metro Councilors at the same time. "However," she said, "in the process, they did not communicate very well with the Metro staff, and so, therefore, it could have got put on the back burner." The Metro CCI will come ahead as soon as possible with a set of principles which will be regional and which will be agreed to by our Councilors. Then all of the different organizations can be working on the same wavelength. The principles may differ, but they will be similar. She asked for volunteers to be a part of the committee to work on this to develop a draft proposal. Kay said she had spoken with Jon Kvistad and she had been unaware that the Governmental Affairs Committee was the place to go for this. Responding to a question from Holly Isaak on whether or not Beaverton would be included, Kay said her concern is that they are all working on this together.

Chair Olsen reported that Linda Gray, in Washington County, and Kit Whittaker, in Clackamas County, had been talking to someone at Multnomah County about this.

Bob Wiggin said the Chief of Police out in Fairview visits everyone new to Fairview, and gives them a packet on the services available in that city.

9. Council Meetings Calendar

Aleta Woodruff passed around the Council Meetings Calendar, asking the Members to attend Council Meetings. She told them they would be rewarded.

Geoff Hyde said he wished to urge everyone to look at the Council Reorganization Resolution which points out the night meeting is an option for exercise by the Presiding Officer.

Chair Olsen said MCCI went on record for the night meeting and fought pretty hard to get at least one meeting per month, beginning three or four years ago. If anyone feels strongly that the once monthly night meeting continue, bring it to the Steering Committee.

10. Recap and Review

Chair Olsen explained to the Members the purpose of this portion of the Meeting. The next full Meeting will have a small amount of business at the beginning of the Meeting, but for the most part, will be a Retreat Meeting. Chair Olsen said that at the Retreat everyone would be caught up on what is happening, where the direction of MCCI is started, and the history of MCCI.

Bill Merchant reminded the new Members that once three consecutive General Meetings are missed, one is no longer a Member.

Chair Olsen said that MCCI, in the RUGGOs document, is supposed to have an official representative from the group going to MPAC. She acknowledged that Dan Small had been serving in that capacity.

Bill Merchant *moved*, **Don MacGillivray** ***seconded, unanimously passed to officially appoint Dan Small the official MCCI Representative for MPAC.***

11. Announcements

Ed Gronke made a public comment commending MCCI's new Chair on her leadership, saying she had done an outstanding job.

Chair Olsen called for the three Sub-Committee Chairs to stand and identify their Committees.

Lennie Bjornsen identified the Work Groups by tasks associated with each on the White Board for the benefit of new Members and Members who might be considering moving to a different committee.

12. Adjourn to Work Groups

The Chair adjourned the General Committee to the individual Work Groups.

Reported by,

Cora Elizabeth Mason

Cora Elizabeth Mason

M E M O R A N D U M

METRO

May 2, 1996

TO: Jon Kvistad, Presiding Officer of the Council

FROM: Jennifer Sims, Chief Financial Officer

Subject: Budget Adjustments for Expo Expansion Project

I am presenting a budget adjustment for fiscal year 1996-97 to the Council for review and consideration due to the expected increase in cost for the construction of the Expo expansion. Staff is in final negotiations with the contractor for a guaranteed maximum price which is expected to be finalized next week. As MERC staff will report to you today, the total project cost not expected to exceed $13,500,000. Although the contract has not had official approval by the Metro E-R Commission, they are aware of the cost increase. Staff is bringing this proposed adjustment at this time so that the increase in project costs may be folded into the approved budget that is sent to the Tax Supervising and Conservation Commission (TSCC).

The original plans for funding the construction for the expanded facility at the Expo Center were as follows:

Transfer of Resources from Oregon Convention Center	$9,000,000
Privately placed bond	$2,500,000
Drawdown of Reg. Parks & Expo Fund Balance	$1,000,000
Assistance from an unnamed Government Agency	$500,000
Total Project Cost	$13,000,000

As the project has progressed through the development and contracting process it was discovered that the total project cost would increase by approximately $500,000 to $13,500,000. The additional financing from another governmental agency also did not work out. Because of this we recommend that there be an interfund loan from Oregon Convention Center to the Expo Center and an additional drawdown of $500,000 from the Expo Center fund balance. This solution provides the needed funding while keeping the funding within the MERC fund mix. The Convention Center was also considered as a funding source because of the close connection between the operations of both facilities. MERC has through its organizational structure tied the two facilities together under the supervision of the Convention Center Director. The loan is expected to be repaid, with interest, in the 1997-78 fiscal year

from the additional revenue created by the operation of the expanded Expo facility. Therefore the proposed funding mix for the Expo expansion project is as listed below:

Transfer of Resources from Oregon Convention Center	$9,000,000
Interfund Loan from Oregon Convention Center	$500,000
Privately placed bond	$2,500,000
Drawdown of Reg. Parks & Expo Fund Balance	$1,500,000
Total Project Cost	$13,500,000

To accomplish these objectives the following adjustments to the proposed budget are submitted for discussion and approval.

Regional Parks and Expo Fund, Expo Center

Resources

339300	Governmental Assistance	($500,000)
391550	Trans. Resources from OCC - Interfund Loan	$500,000
Total Net Adjustments to Reg. Parks & Expo Fund Resources		$0

Requirements

574520	Construction Work/Materials Building	$500,000
599999	Unappropriated Balance	($500,000)
Total Net Adjustments to Reg. Parks & Expo Fund Requirements		$0

Oregon Convention Center Operating Fund

Requirements

582160	Trans. Resources to Expo - Interfund Loan	$500,000
599999	Unappropriated Balance	($500,000)
Total Net Adjustments to OCC Operating Fund		$0

cc: Metro Councilors
Mike Burton, Executive Officer
Pat LaCrosse, General Manager, MERC

M E M O R A N D U M

METRO

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Oregon Convention Center Operating Fund

Requirements		
582160	Trans. Resources to Expo - Interfund Loan	$500,000
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Total Net Adjustments to OCC Operating Fund		$0

cc: Metro Councilors
Mike Burton, Executive Officer
Pat LaCrosse, General Manager, MERC

OREGON CONVENTION CENTER

MARKET, FINANCIAL AND ECONOMIC ANALYSIS OF PROPOSED EXPANSION

January 1996

Price Waterhouse LLP

Suite 2800
400 North Ashley Street
P.O. Box 2640
Tampa, FL 33601-2640

Telephone 813 223 7577

Price Waterhouse LLP

January 29, 1996

Jeffrey A. Blosser
Director
Oregon Convention Center
777 NE Martin Luther King Jr. Blvd.
Portland, Oregon 97212

Dear Mr. Blosser:

Price Waterhouse LLP is pleased to present this final report of the market, financial and economic/fiscal analyses findings for the proposed expansion of the Oregon Convention Center. Services did not include ascertaining the legal and regulatory requirements applicable to the proposed project, including zoning, other state and local government regulations, permits and licenses. Further, no effort was made to determine the possible effect on this project of future energy shortages or present or future federal, state or local legislation, including any bond restrictions, environmental or ecological matters, interpretations thereof or subsurface conditions.

The analysis of market support was based on the proposed work plan presented in the Price Waterhouse proposal, estimates and assumptions from previous studies, information developed from supplemental research, knowledge of the industry and other sources, including certain information that you provided. These sources of information and bases of significant estimates and assumptions are stated in the report. Some assumptions inevitably will not materialize and unanticipated events and circumstances may occur; therefore, actual results achieved will vary from the estimates, and the variations may be material. Further, Price Waterhouse is not responsible for future marketing efforts and other management actions upon which actual results depend.

The terms of this engagement are such that Price Waterhouse has no obligation to revise the report to reflect events or conditions which occur subsequent to the date of the report. However, Price Waterhouse will be available to discuss the necessity for revision in view of changes in the economic or market factors affecting the project.

Report and analysis of characteristics included herein, are intended for the information of the person or persons to whom they are addressed, solely for the purposes stated therein and should not be relied upon for any other purpose.

Neither this report nor its contents, nor any reference to Price Waterhouse LLP may be included or quoted in any offering circular or registration statement, prospectus, sales brochure, appraisal, loan or other agreement or documentation without prior written consent.

Price Waterhouse does not, as part of its market, economic and financial analysis, perform an audit, review or examination (as defined by the AICPA) of any of the historical or future estimated financial information, and therefore does not express any opinion with regard to the same.

Price Waterhouse has appreciated the opportunity to work with you and your staff and wish you success in the future.

Very truly yours,

David C. Petersen

TABLE OF CONTENTS

I. INTRODUCTION

The Oregon Convention Center (OCC) opened in 1990 with 150,000 square feet of exhibition space. It has hosted conventions and trade shows, consumer and public shows, as well as local spectator and meeting events over the last five years. The OCC's overall occupancy level is approaching 70 percent which may be considered practical maximum occupancy. Current, past and potential OCC customers have identified the necessity for additional space.

Portland's success in attracting conventions and trade shows is attributed to a number of factors, which include its central location within the Western region of the nation, abundance of restaurants and retail outlets, strong office market and unique attractions including Mt. Hood, area wineries, proximity to the Pacific Coast and mild winter climate.

Metropolitan Exposition-Recreation Commission (MERC) officials are considering an expansion of the OCC to utilize the entire site as envisioned in the original site plan. This expansion is planned to add approximately 120,000 square feet of exhibition space, 30 to 40 additional meeting rooms and a 35,000-square-foot ballroom. The purpose of the expansion would be to accommodate simultaneous events and retain major conventions and trade shows which are outgrowing OCC's existing space. The expansion is also expected to keep Portland competitive with other major convention and trade show centers in the Northwest (e.g., Washington State Convention & Trade Center and Salt Palace). These centers have expansion plans which would increase their facilities' exhibition space to 215,000 and 256,000 square feet, respectively.

This report explains the findings of the market, financial and economic/fiscal impact analyses based on the steps defined in Phases I and II of the Scope of Services. A variety of analytical techniques have been used to provide a balanced and stable foundation for estimating OCC's future utilization, evaluating the proposed expansion building program, estimating financial operations and economic/fiscal impacts of OCC operations. The study's emphasis is on the convention/trade show markets, since it is understood that accommodating the needs of these market segments will create the largest benefit to the Portland area economy. The market and building needs for consumer/public shows are also addressed.

Steps in the analysis included:

- Interviews with OCC staff, hospitality industry leaders, local exhibition facility managers, Portland Oregon Visitors Association (POVA) representatives, MERC and Metro representatives, Portland Development Commission (PDC) representatives and other civic and business leaders to gain an understanding of the background, history and key issues relating to the proposed expansion;

- Profiles of past usage/performance (occupancy and attendance over the past five years) and future bookings at OCC and an evaluation of the facility's operational characteristics (i.e., marketing efforts, building program);

- A comparison of OCC to its competitive and comparable facilities in terms of building program, utilization and operating characteristics to better understand OCC's advantages and disadvantages;

- Surveys of past and potential future trade and consumer show producers and association executives regarding facility requirements, Portland's and OCC's advantages and disadvantages, industry trends and other information affecting future demand;

- Evaluation of Portland's resources as a destination (i.e., hotel rooms, air access, population) as compared to its competitive/comparable destinations to understand Portland's advantages and disadvantages in terms of attracting future events to OCC;

- Evaluation of the OCC site area and expanded building program in terms of those characteristics which will influence the marketability of the expanded center;

- Estimates of future utilization for conventions, trade shows and consumer shows with and without the proposed expansion;

- Estimates of financial operating revenues and expenses in the existing and proposed expanded building;

- Estimates of economic/fiscal impacts under Baseline, Expansion and During Construction scenarios; and

- A presentation of several sources of funding for similar center expansions and an analysis of the unique design, marketing and financing characteristics of each.

The overall objective of the analysis was to determine the necessity for an expanded convention center in Portland and to determine the reasonableness of the proposed expanded building program. More specific objectives included:

- An analysis of the Portland area's regional and national convention and trade show market to determine the potential demand for additional exhibition, meeting and ballroom space, as well as hotel requirements;

- An evaluation of Portland's competitive and comparable destinations and their facilities to estimate the future supply of exhibition, meeting and ballroom space in the market and its utilization (market share) over the next 5 to 10 years;

- An analysis of the region to identify industrial specialization which may enhance OCC's ability to attract specific types of conventions and trade shows; and

- An analysis of the incremental or increased economic and fiscal benefits of an expanded center on the City of Portland, the Tri-County Area and the State of Oregon in terms of additional spending by attendees at conventions and trade shows (which could otherwise not be accommodated in existing facilities [or elsewhere in Oregon] because of space requirements or scheduling conflicts).

This report focuses on the assessment of the market, financial and economic/fiscal analyses and is presented to MERC to provide the basis for determining the need as well as additional benefit of an expanded OCC.

II. EXECUTIVE SUMMARY

Since opening in 1990, the Oregon Convention Center has achieved steady growth in utilization, prompting its owner, Metropolitan Exposition-Recreation Commission to investigate the possibility of expansion. The Center's overall occupancy is approaching 70 percent, or practical maximum occupancy. MERC retained the services of the Price Waterhouse Convention Facilities Advisory Group (PW) to assist them in their evaluation.

Specifically, MERC commissioned PW to prepare an analysis of market demand for future convention events in Portland and estimate or evaluate:

- Center utilization with and without expansion (occupancy and attendance);
- Size and types of space proposed for facility expansion;
- Operating revenues and expenses for an expanded center; and
- Economic and fiscal impacts of an expanded center on the City of Portland, the Tri-County Area and the State of Oregon.

Findings for each of these study objectives are summarized in the following paragraphs.

The Economy of Northwest Oregon and its Population

The success of OCC and the future success of Portland in attracting conventions depends on several factors which are dependent on the vigor of the area's economy and, specifically, its visitor industry. Therefore, an analysis of past trends in area population and diversity of its employment base was performed to determine the area's growth and stability in the next 5 to 10 years.

The region's economy is growing at a rate exceeding that of the state and national averages in terms of population and retail sales. Further, its unemployment rate has declined in recent years which is especially positive given the diversity of the area's employment composition. Portland's downtown office market is one of the strongest in the nation, setting it apart from most other central business districts (CBDs) in the country. The region's transportation planning has been an important part of overall urban growth planning in the past and continues to be a key focus of preparation for the region's future. The area's healthy downtown core is evidence of the success of such planning. The health of the hotel market in Portland during the 1989-94 period, despite declines in other parts of the country, indicates the overall strength of the visitor industry in the area.

Competitive and Comparable Facilities/Destinations

Existing and proposed facilities and markets competitive with OCC and comparable in size with the Portland metro area were evaluated to better understand OCC's strengths, weaknesses and competitive position within the marketplace. Competitive and similar facilities and markets were compared to OCC and

the City of Portland in terms of building program, design and amenities; operational characteristics; user perception and community resources.

Oregon Convention Center faces competition from several centers in the western United States. Regionally, the following centers were identified as being competitive and/or similar with the existing OCC, as well as potential competitors of an expanded center:

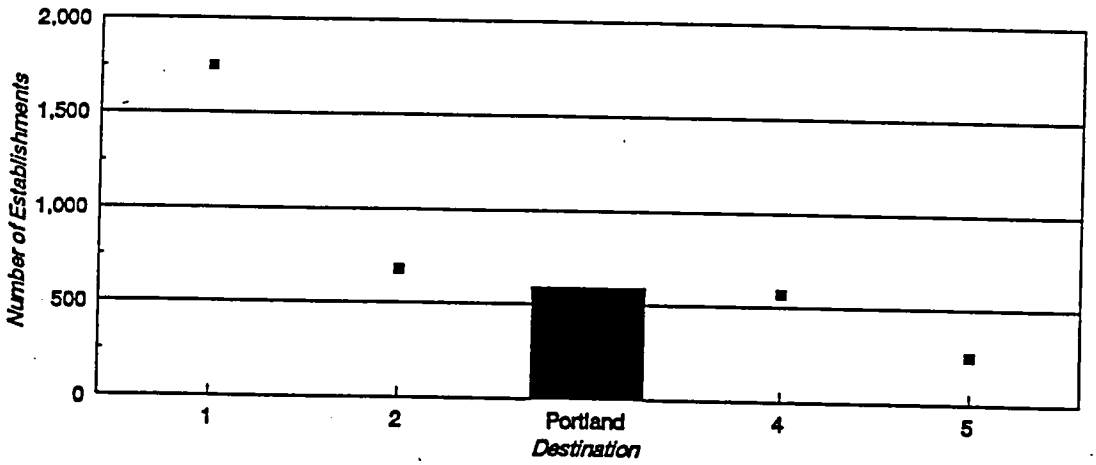
- Colorado Convention Center
- Long Beach Convention Center
- Salt Palace Convention Center (Salt Lake City)
- Reno Sparks Convention Center
- Phoenix Civic Plaza
- San Jose Convention Center
- Washington State Convention & Trade Center (Seattle)

Several of these facilities are currently undergoing or planning expansions which will make them more competitive for regional, national and international conventions and trade shows. Presently, OCC's building program is similar to these competitive/comparable centers.

Portland was compared to the seven destinations in terms of community or convention center support resources. This analysis revealed the strength of Portland's central city district with regard to the number of restaurant and retail establishments, office space occupancy and its attractiveness to middle and upper income households. Overall, Portland's resources were found to equal or exceed the average of the competitive/comparable destinations identified.

As shown below, Portland ranks third among the competitive/comparable destinations, for which data was available, in the number of retail establishments within one mile of the convention center. In Portland, this radius includes only a portion of the retail/restaurant establishments in the central business district.

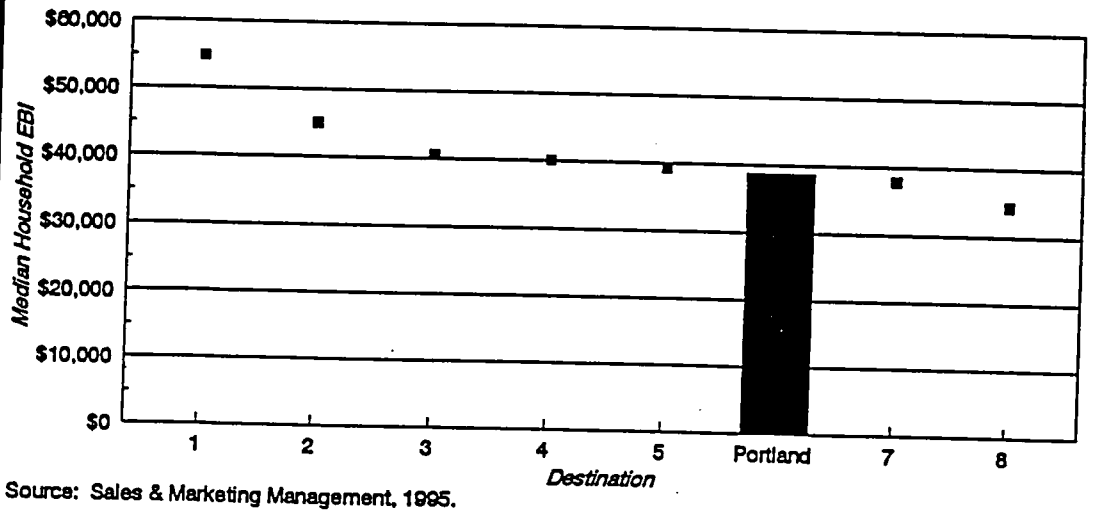
Retail Establishments within One Mile of Center



Source: Strategic Mapping, 1994.

Effective buying income (EBI) is defined as personal income less personal tax and non-tax payments, often referred to as disposable income. Personal income is the aggregate of wages, salaries and all other sources of income. Median household EBI in Portland's MSA (metropolitan statistical area) ranks sixth among the competitive/ comparable destinations. This is illustrated in the following exhibit.

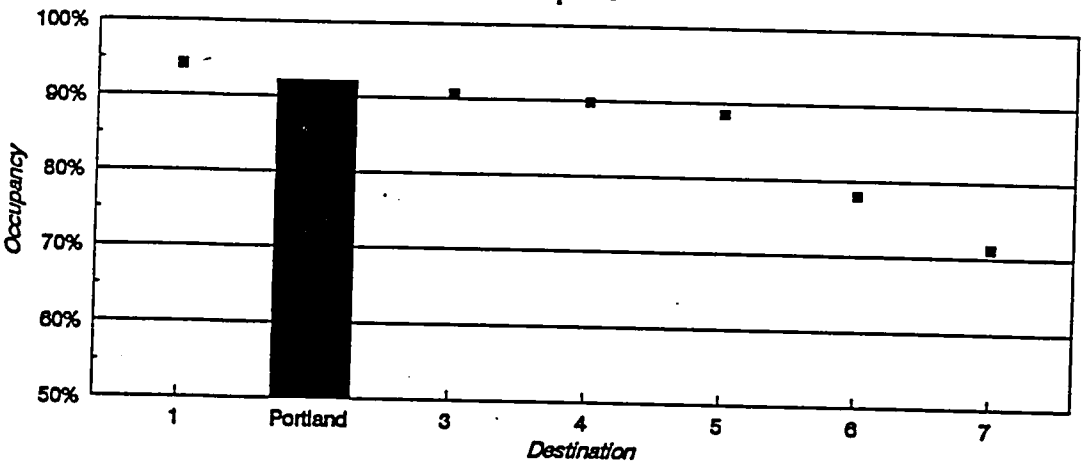
MSA Median Household EBI



Source: Sales & Marketing Management, 1995.

Class A office space is defined as having an excellent location, high-quality tenants and finishes, is well-maintained and professionally managed. Portland's downtown CBD has demonstrated high Class A office space occupancy in recent years and is expected to retain this position. The following exhibit illustrates the City's number two ranking among the competitive/comparable destinations for which data was available.

1994 Occupancy of CBD Class A Office Space



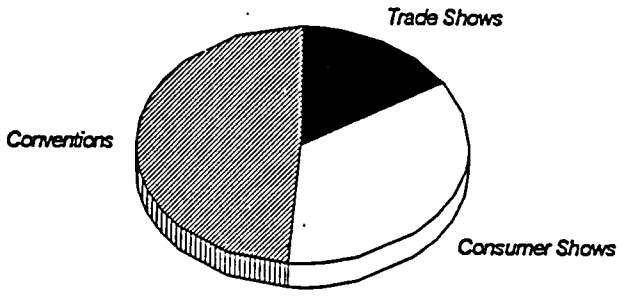
Source: Comparative Statistics of Office Real Estate Markets, 1995.

Past Utilization of OCC

Oregon Convention Center has consistently achieved annual convention and trade show occupancy higher than most U.S. convention centers in similar sized destinations (10,000 to 20,000 hotel rooms in the MSA). According to Price Waterhouse annual convention center industry reports, average convention and trade show occupancy for centers in similar sized destinations within the western region has been 22 to 29 percent in recent years, significantly lower than OCC (average of 34 percent for calendar years 1991 through 1995 and estimated 43 percent based on current bookings for calendar years 1996 through 1999).

The breakdown of total occupied square foot days (OSFD) by event type is provided in the following exhibit. As shown, conventions alone generate nearly one-half of OCC's total occupancy and (not shown) approximately 70 percent of its convention and trade show attendance. Consumer shows generate approximately one-third of total OSFD, while trade shows account for approximately 16 percent of total occupancy.

Oregon Convention Center
1991-1995 Average Event Mix
(Based on occupied square foot days)



Characteristics and Trends in the Convention and Trade Show Industry

The convention and trade show industry as a whole has experienced steady growth in demand for exhibition space over the past decade. It is estimated that convention and trade show demand for OCC and its competitive/comparable facilities will approximate 3 percent per year over the next five years.

Plans for expansion at OCC and two of its competitive facilities will increase the total supply of exhibition space to approximately 1.9 million square feet by the year 2000. This represents a compound annual growth rate of approximately 4 percent. Given these centers' expansion plans, OCC will increase its share of exhibit space from 9 percent to 13 percent.

User Surveys

In-depth interviews with past and potential convention, trade show and consumer show users were conducted to gain insights to their event needs and building requirements. Among other criteria mentioned as being necessary for associations to host their event at OCC in the future, were high-tech equipment, clustered meeting rooms to allow interaction among attendees and an adjacent exhibit hall to promote the ability to have a well-attended trade show running concurrently in the building.

OCC's chief assets, according to previous and potential users, are its quality of service, building layout and facility location. Liabilities mentioned include lack of parking, the absence of a headquarter hotel, a shortage of convention-class hotel rooms nearby and scheduling difficulty. Users also cite a larger banquet facility or ballroom as a requisite element in any expansion plans for the Center.

Further, users were asked to highlight the primary advantages and disadvantages of the City of Portland for hosting conventions and trade shows. Portland's convenient location within the region was the most frequently cited advantage. Also mentioned were cost/absence of sales tax and an abundance of restaurant and retail establishments downtown. A lack of large, convention-class hotels was cited as the primary disadvantage of the City.

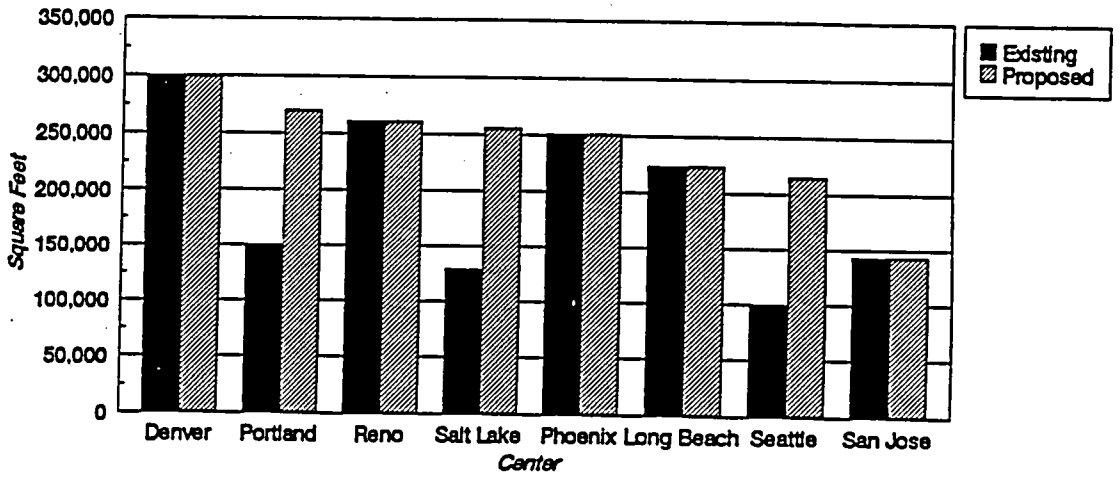
Although users expressed these opinions, it is evident from its comparatively higher occupancy and attendance that Portland as a destination and OCC as a successful venue are sufficiently more attractive than other destinations and centers, so much so that they offset comparative deficiencies in parking and lack of a headquarter hotel. However, it should be noted that only one of the competitive destinations identified has a headquarter hotel (Washington State Convention & Trade Center). While Portland is criticized for a shortage of parking, approximately 20,000 NBA fans requiring a significant number of parking spaces attend Trailblazers games at the new Rose Garden (across the street from OCC).

Evaluation of Proposed Expansion Program and Hotel Needs Analysis

From a market standpoint, the proposed Phase II expansion plans are reasonable for accommodating the level of estimated future convention, trade show and consumer show demand which was indicated by the market analysis. The proposed building program includes the addition of approximately 120,000 square feet of contiguous exhibition space, 30 to 40 meeting rooms and a 35,000-square-foot ballroom. The proposed expansion site encompasses the existing OCC parking area to the south of the existing facility. This entire parcel (center and parking) is owned by the Tri-County government (Metro). The site provides sufficient area to accommodate the Phase II expansion described above, although opportunities for further expansion are not apparent based on the proximity of the Center to I-5, the intraurban rail transit lines and I-84.

The proposed expanded building program will provide OCC with a comparably sized program equal to or exceeding the space available at nearly all competitive/comparable centers in the western region, even assuming all centers accomplish their plans to expand. The addition of approximately 120,000 square feet of exhibition space places OCC at the upper half of the range among its competitive/comparable facilities. However, without this expansion, OCC will fall to the low end of the range by the year 2000.

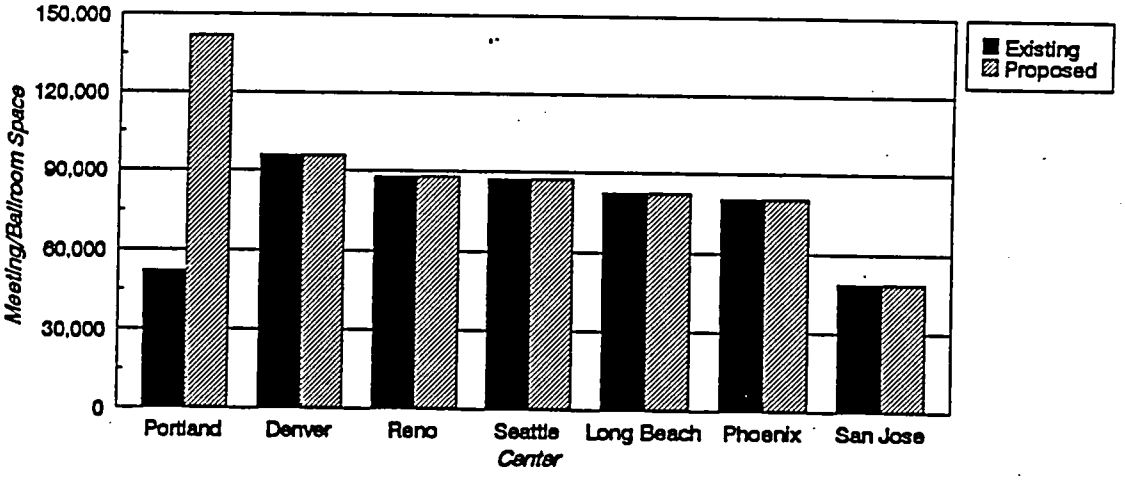
Exhibition Space Square Footage
Current and Planned/Proposed Expansions



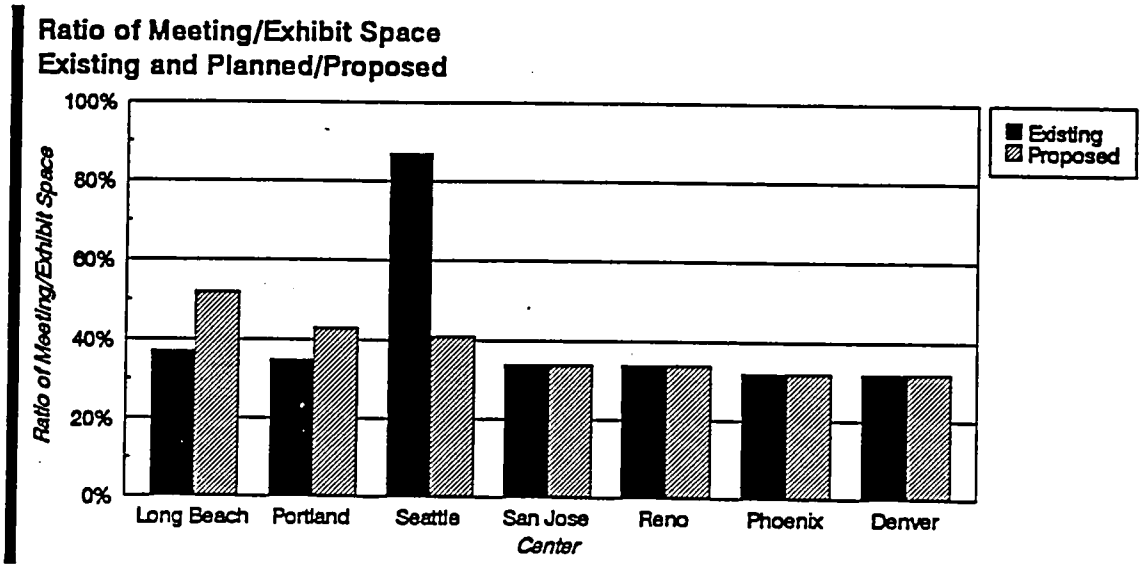
With regard to meeting and ballroom space, OCC accommodates current needs, based on the user survey analysis. For example, OCC hosts a majority of professional association events which generally require a substantial number of high-tech meeting rooms. Current plans to expand meeting and ballroom space will bring OCC's ratio of meeting and ballroom space to exhibit space up from approximately 35 percent to approximately 43 percent. This is more appropriate than the current ratio given historic OCC patterns and OCC's competitive advantage for attracting professional associations. Further, past users identified the need for additional ballroom space, which would be addressed by the proposed expansion plan. A second ballroom would also facilitate the ability to host two groups simultaneously.

The following chart illustrates total meeting and ballroom space. Portland currently ranks lowest among its competitive/comparable facilities. However, if OCC is expanded as proposed, it will have the largest supply of meeting and ballroom square footage among the seven competitive/comparable centers.

Total Meeting/Ballroom Square Footage
Current and Planned/Proposed



The ratio of meeting/ballroom space to total exhibit space square footage is presented in the following exhibit. As shown, Portland will rank second among the seven competitive/comparable facilities subsequent to its expansion.



Hotel Analysis

OCC has experienced steady growth in convention and trade show occupancy over the past five years without a headquarter hotel adjacent to the Center. In fact, based on current bookings, the Center will achieve practical maximum capacity by 1998 or 1999. Users have continued to book events into the future without the promise of a headquarter hotel. Surveys of past users indicate OCC is preferred to most other competitive/comparable centers utilized despite its lack of a major headquarter property nearby. As previously stated, the only competitive/comparable facility which has a headquarter hotel is Washington State Convention & Trade Center. Historical attendance levels have been consistently above the average of competitive/comparable facilities (even centers in MSAs with a greater number of hotel rooms). Therefore, it is estimated that an expanded facility in Portland will continue to retain its competitive advantages in the market without the construction of a headquarter hotel nearby.

Future Occupancy and Attendance

Historical utilization at OCC has grown steadily for the past five years, approaching occupancy levels well above that of competitive/comparable centers. With exhibit hall occupancy of 61 percent for conventions, trade shows and consumer shows in 1995, the Center compares very favorably with similar facilities in comparable destinations. Attendance levels at OCC have also exceeded that of competitive/comparable centers in recent years. Future bookings appear strong for conventions and trade shows as well as consumer shows.

Thus, it is estimated that OCC's growth will continue to keep pace with other venues in the western region and retain a slightly higher market share than its competitors. The analysis estimated 40 to 45 percent occupancy for conventions and trade shows and 20 to 25 percent for consumer shows without expansion.

Although convention and trade show occupancy is expected to remain fairly consistent (though representing growth in utilization due to the expanded building size) with pre-expansion levels, the relative share of consumer show occupancy may decrease due to the fact that the Center is expected to host relatively more conventions and trade shows. It is estimated that an expanded OCC will generate approximately 38 to 43 percent occupancy for conventions and trade shows, and 14 to 17 percent for consumer shows. Combined utilization for an expanded center in a stabilized operating year is therefore estimated at approximately 52 to 60 percent.

Combined attendance at conventions and trade shows is estimated at approximately 237,500 delegates, while consumer shows are estimated to attract approximately 337,500 attendees without expansion. Furthermore, it is estimated an expanded OCC will attract approximately 310,000 convention and trade show attendees while consumer shows will continue to attract approximately 337,500.

Financial Estimates

Based on historic operations, it is estimated that the annual operating loss for the existing Center in the future will approximate $1.3 million in 1995 dollars. This estimate is based on the following assumptions:

- The supply of exhibit space at competing venues within the Tri-County Area will remain the same during the interim; and

- The increase in demand for exhibit space among professional and trade associations, wholesale merchandise shows and other associations/rotational clientele will remain relatively constant.

The estimated operating loss for an expanded center will approximate $1.8 million to $2.1 million for a stabilized year. These estimates are based on:

- Center operating data from 1992 through 1995

- Utilization and attendance estimates presented in the Market Analysis

- Expanded building program presented in the Market Analysis

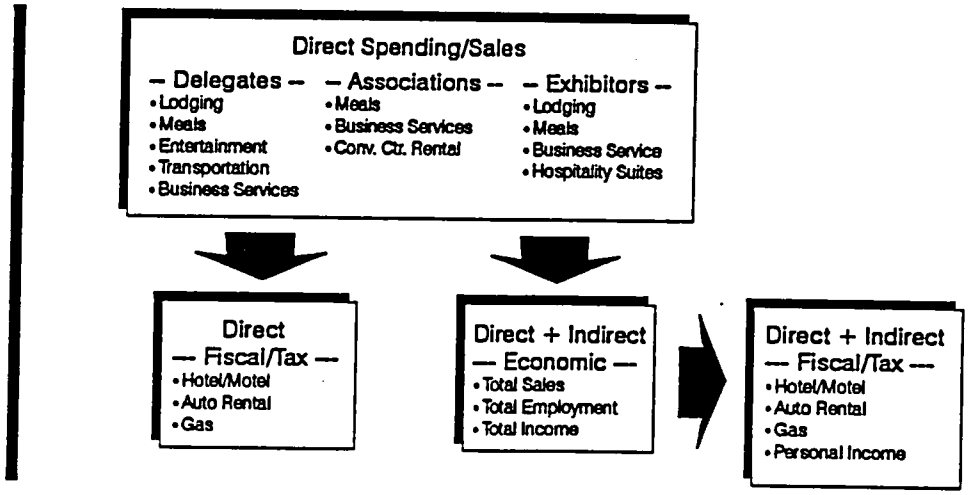
- Information provided by Oregon Convention Center management

- Operating data from similar facilities

Further, operations estimates assume that the economic vitality of the Portland CBD and its supply of convention resources (i.e. hotel room supply, restaurant/retail establishments, air access, etc.) do not decline from their existing levels.

Economic and Fiscal Impacts

The existence of a convention center within a region generates spending from various sources including overnight and "day-tripper" delegates, association executives and exhibitors. This "first round" of spending then generates economic impacts to the region, through the subsequent rounds of spending (the so-called multiplier effect). Further, fiscal impacts (higher tax revenues) are generated through the region's tax structure. This flow of impacts is illustrated in the following flow chart.



Estimates of the economic and fiscal impact of the OCC on the City of Portland, the Tri-County Area and the State of Oregon are provided. The increase in economic and fiscal impacts associated with construction of an expanded center are also presented. Economic, fiscal impacts and multiplier effects are presented in 1995 dollars. A detailed explanation of the concepts and methodology utilized is provided in the Appendix.

Economic Impact of OCC Operations

Economic impacts created by OCC operations result primarily from spending by attendees to professional and trade association events at the Center. Consumer shows, wholesale shows, local meetings/banquets and community functions are not considered to generate significant economic impact, since the majority of these attendees are local residents. Without these local events, the majority of this spending is likely to occur elsewhere within the economy unless the prospective attendee would have attended this type of event outside the region. It is not reasonable to assume that a majority of these local residents would spend these same dollars outside the economy or that these local events would necessarily leave Portland if it were not for the existence of OCC there. Thus, it is not reasonable to assume that these local events generate significant new expenditure flow into the economy, despite their importance to the operations of OCC.

As a result of new spending in Portland, the Tri-County Area and the State of Oregon by convention and trade show delegates (recurring impact) and construction (non-recurring impact), the "local" economies (City, Tri-County, and State) should benefit from increases in:

- Sales Volume. An increase in the total aggregate economic activity resulting from new expenditures or new dollars imported into an economy as a result of construction, Center operations or spending by non-residents or residents who, without the enterprise, would have spent their dollars outside the "local" area. In other words, it represents the total dollar flow of sales made by the major economic sectors (wholesale, retail, manufacturing and service).

- Employment. The number of new employees hired as a result of total changes in sales volume.

- Resident Income. Changes in local earnings resulting from increased employment as a result of new dollars flowing into the economy.

Overnight professional and trade association attendees (or those requiring hotel rooms) generate the highest level of impact. Day-trippers, or attendees who drive to Portland to attend an event for the day and do not require hotel rooms, also generate economic impact, albeit to a lesser degree. Many of these day-trippers are likely to be from neighboring states (e.g. Washington, California) or other parts of Oregon.

Incremental economic and fiscal impacts to the City of Portland, Tri-County region and State of Oregon were estimated by comparing the Baseline (or no-build) and Expansion scenarios. These impacts represent the incremental economic and fiscal benefit or loss to the City, Tri-County and State if the Center is expanded or not expanded. The incremental impacts are summarized in the following exhibit. As shown, the State is the primary beneficiary of both economic and fiscal impacts.

Total Incremental Impacts from OCC Operations

	State of Oregon	Tri-County	Portland
Economic Impact			
- Sales Volume	$193,320,000	$169,250,000	$103,330,000
- Resident Income	$72,610,000	$67,070,000	$23,470,000
- Employment	4,200	3,400	1,200
Fiscal Impact			
- Hotel	$ 0	$2,230,000	$1,200,000
- Personal Income	4,070,000	0	0
- Auto Rental	0	134,000	0
- Gasoline	179,000	40,000	0
Total	$4,249,000	$2,404,000	$1,200,000

The existence of OCC also affects property tax revenues by generating retail, food and beverage and lodging sales by delegates, association executives and exhibitors who might not otherwise patronize retail, eating and drinking establishments and hotels in the vicinity. However, while the impact on property tax revenue is equally attributable to OCC operations as those taxes previously mentioned, it is not directly

applicable to the estimates of direct spending by delegates. Fiscal Impacts related to property tax are generated due to effects from delegate spending which generate higher property values (resulting from higher occupancies) and the development of new or expanded commercial space.

The following table presents property tax impacts associated with the Baseline and Expansion scenarios. As shown, the incremental impact of expansion on property tax revenues approximates $0.9 million.

Property Tax Impact

	Baseline	Expansion	Incremental
Hotel	$1,280,000	$1,710,000	$430,000
Retail/Restaurant	1,280,000	1,760,000	480,000
Total	$2,560,000	$3,470,000	$910,000

It should be noted, however, that this impact is on the Tri-County region and in particular, Multnomah County since the majority of delegate spending is generated there. Therefore, this increases the percent of total fiscal impact attributable to the Tri-County Area. When including property tax, the portion of fiscal impact to the Tri-County Area increases from 20 percent to approximately 30 percent. However, the State remains the primary beneficiary.

According to architects Loschky, Marquardt, Nesholm (LMN), total hard construction costs (materials and labor) for the proposed expansion and multi-level underground parking are estimated to approximate $85 million. Based on this estimate, non-recurring economic and fiscal impacts from construction in 1995 (constant) dollars for the State, Tri-County, and City are shown in the following table.

Economic & Fiscal Impact of Expansion Construction

	State	Tri-County	City
Economic Impact			
- Sales Volume[1]	$169,250,000	$164,160,000	$57,450,000
- Resident Income[1]	$58,770,000	$56,510,000	$19,780,000
- Employment (jobs)	2,300	2,100	700
Fiscal Impact			
- Income Tax	$3,290,000	$0	$0

[1] Rounded to nearest $10,000.

Another firm estimates OCC expansion construction cost to be $75 million, or approximately 12 percent less than the LMN estimate. If actual costs are less, the one-time impact from construction would be proportionately less.

Conclusion

Based on the research findings presented in the Phase I Market Analysis, it is reasonable to implement expansion plans to enable OCC to remain competitive within the region for convention and trade show events. This includes the addition of approximately 120,000 square feet of contiguous exhibition space, 30,000 square feet of additional meeting space and a 35,000-square-foot ballroom. This expansion program would place Portland within the top two destinations, among the seven competitive/comparable centers identified, with respect to amount of exhibition space, meeting/ballroom space and ratio of meeting/ballroom to exhibit space square footage.

A convention center headquarter hotel has not been determined to be necessary for OCC to achieve utilization estimates in this report, based on the strength of OCC's historic utilization and future bookings to date without the guarantee of such a property and the healthy growth trend in the area's hotel supply. In other words, increases in the room supply within the Lloyd District and downtown Portland currently underway or in the planning stages along with expected growth throughout Multnomah County over the next several years are expected to be sufficient to accommodate additional delegates at the expanded center. While a convention center headquarter hotel is not essential to OCC expansion, it is recognized that a critical mass of hotel rooms in the Lloyd District would benefit the marketability of the Center and Portland as a convention destination.

To conclude, the existing and anticipated future hotel room supply will not, in our judgment, be a constraint on the ability of the expanded OCC to achieve the estimated occupancy and attendance. This is not to say a 500- to 800-room headquarter hotel adjacent to the OCC would not constitute a major enhancement to the Center's marketability. Nevertheless, it would be a mistake in judgment (and logic) to conclude the full advantage to be gained by OCC expansion is contingent on a headquarter hotel locating adjacent to it. Certainly, it would not be cost-effective to delay expansion of OCC in anticipation of a new hotel.

The analysis did not conclude it would be cost-effective for the City or MERC to subsidize a new convention center headquarter hotel. Further, before a subsidy to induce development is offered, the City and MERC may wish to encourage an in-depth analysis of the demand (occupancy and average daily room rate) for the existing supply of CBD rooms over the next 8- to 10-year period (e.g., to 2005).

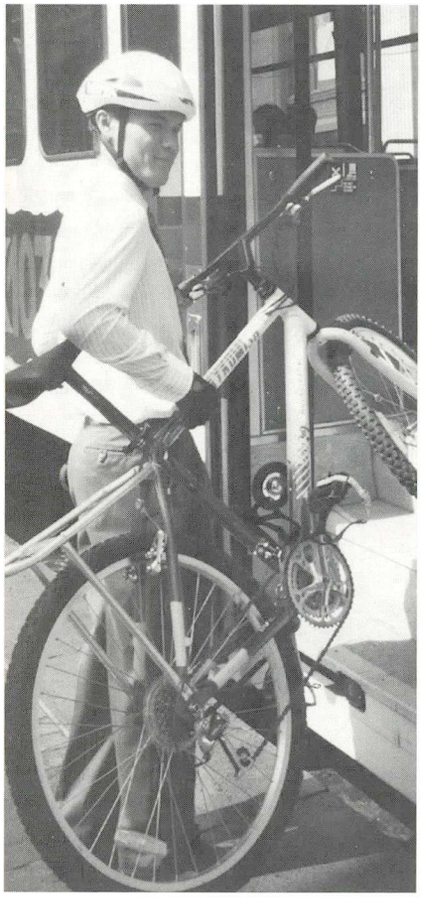
Expansion of OCC alone will not ensure that the utilization estimates will be achieved. Portland must continue to offer a full array of convention-related support facilities and services to retain existing business and secure additional business. For instance, continued growth in the number of direct flights arriving in Portland will encourage national convention and trade associations to host their events at OCC despite its remote location relative to U.S. population centers. Further, steady growth in the downtown class A occupied office space, specialty retail and "white table cloth" ethnic theme restaurant market will be necessary to attract additional convention and trade show delegates to Portland. Together with the OCC expansion, continued growth (and retaining current shares) of these essential facilities and services will promote, market and enhance Portland's competitive advantages for convention business, additional restaurant and retail development and tourism.

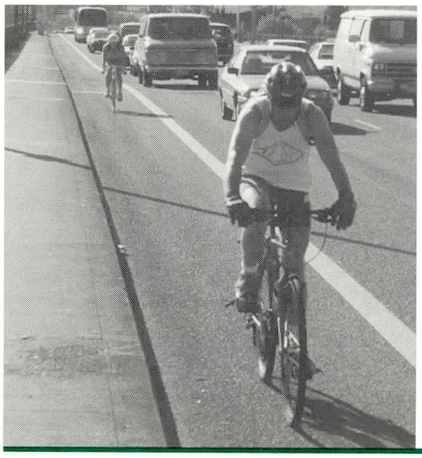
In order to accommodate the large drive-in attendance typically associated with consumer and regional trade shows, it may be necessary to utilize (share) parking facilities at the Rose Garden/Veterans Memorial Coliseum complex. These spaces, along with construction of approximately 1,400 spaces in an

underground garage as part of the OCC expansion program (or possibly additional spaces nearby, in lieu of underground spaces) would better accommodate drive-in attendees to local and regional events. Further, encouraging utilization of the extensive transit systems provided within Portland may be beneficial for drive-in attendees as well as delegates staying in hotels within the CBD. This may alleviate some of the congestion and/or parking difficulties that occur while hosting single large events or simultaneous events at the Center or Center and Rose Garden.

With regard to utilization of the expanded center, in particular existing OCC consumer show usage, it may be necessary to continue to host the majority of these events at OCC. Some shows may prefer to host their event at the Center primarily due to the nature of the facilities available, compared to those offered at Portland Metropolitan Exposition Center (Expo). Further, maintaining current consumer show users in an expanded center may be important for minimizing OCC's net operating cost. Finally, if dates for consumer shows are being confirmed no further in advance of the event than 18 months, it should not affect convention and trade show booking. Therefore, it is estimated that most consumer shows presently utilizing OCC will continue to do so unless major renovations are made to the existing Expo Center.

In order to achieve utilization estimates provided in this report, it will be necessary for the Center and the Portland Oregon Visitors Association (POVA) to continue to aggressively market OCC as they have in its first five years of operations. This will assist the Center in maintaining its competitive position and achieving its market share within the western region for regional and national conventions and trade shows.





Bicycle Master Plan

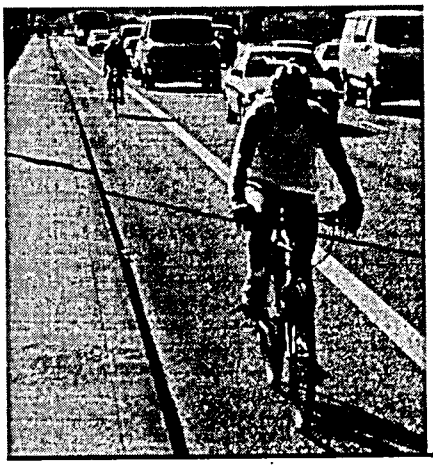
City of Portland

Office of Transportation

BICYCLE MASTER PLAN

Making Bicycling an Integral Part of Daily Life in Portland

Bicycle Master Plan



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Office of Transportation

May 1, 1996

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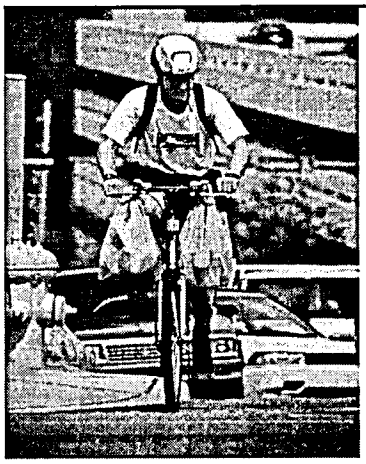

BICYCLE MASTER PLAN

Foreword

Bicycle Master Plan Process

The Bicycle Master Plan was created over a two and a half year period by Bicycle Program staff with input from over 2,000 residents. The process of creating this Plan was guided by the Bicycle Master Plan Steering Committee, consisting of Bicycle Advisory Committee members; other bicycle, business, and neighborhood activists; and technical advisors from the Oregon Department of Transportation, Metro, Tri-Met, the Port of Portland, and other city bureaus.

Public input has been vigorously solicited throughout the process of preparing this Plan. In the Spring of 1994 the Bicycle Program held an initial series of 12 public workshops attended by over 500 people. Additionally, the Bicycle Program gave over 35 presentations to interested groups and conducted the Bicycle Facility Preference Survey. The public input received was compiled into a report, "Bicycle Master Plan Phase One Report," (June 1994), and used as the basis for the Bicycle Master Plan Preliminary Discussion Draft (March 1995).

Next, to gain public input on the Preliminary Discussion Draft, the Bicycle Program held a series of nine public forums, met with interested groups, and received comments in person and via phone, mail, fax, and E-mail. Mailings announcing the opportunity to comment were sent to over 10,000 individuals and all the city's neighborhood and business associations. Public forums were also announced in the Oregonian, Willamette Week, over the Internet, through local colleges and universities, through flyer postings, and numerous neighborhood and interest group newsletters. Staff and the Steering Committee reviewed all comments and incorporated most of them. In all, more than 1000 people contributed to the Draft Bicycle Master Plan (August 1995).

Over 500 copies of the Draft Master Plan were distributed to interested parties, who were given another opportunity to comment. Four open houses were held, again advertised by mass mailings, and print and electronic media. The Steering Committee and staff reviewed and incorporated this final round of public comments.

Bicycle Master Plan Process

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If you have any questions, comments, or ideas while reviewing this Plan, please contact:

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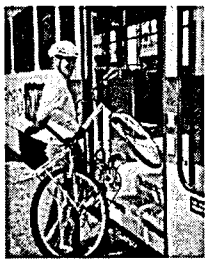
BICYCLE MASTER PLAN

Table of Contents



BICYCLE MASTER PLAN

Executive Summary

Introduction

Portland is considered one of the country's most bicycle-friendly cities. In October 1995, it was selected by *Bicycling Magazine* as the most bicycle friendly city in the United States. How did we get there?

Portland's first Bicycle Plan was developed in 1973 by a residents' task force. This effort led to the creation of the Portland Office of Transportation's Bicycle Program—one of the country's oldest—and the Bicycle Advisory Committee, a group of residents appointed by City Council to advise on all matters related to bicycling.

The bicycle is a key means of transportation for thousands of Portland residents and a desired means of transportation for many thousands more. Over half of Portland residents own a bicycle and ride at least occasionally. Bicycle use is rising rapidly. The bicycle share of trips is about two percent in Portland, 3.3 percent in the inner, more dense areas of town. While only 200 cyclists per day were recorded on the Hawthorne Bridge in 1975, by 1995 this number had climbed to nearly 2,000.

Many aspects of Portland encourage bicycle use. Portland's current bikeway network consists of over 150 miles of bicycle lanes, bicycle boulevards, and off-street paths. Tri-Met's entire bus fleet is equipped with bicycle racks. From July 1994 to July 1995, close to 80,000 bicycles were taken on MAX or bus and over 6,300 permits sold. Cyclists can park at over 1,400 publicly-installed bicycle racks or rent longer-term space at one of 190 bicycle lockers. Bicycle commuters can take advantage of one of the new "Bike Central" stations (providing showers, changing facilities, and long-term bicycle storage), while new cyclists will soon be able to enjoy escorted commute rides.

The energy and commitment of many organizations and businesses improve the bicycling environment. Portland's Parks Bureau and Metro's Greenspaces Program are installing dozens of miles of off-street paths, such as the Springwater Corridor and Eastside Esplanade. More than a dozen bicycle shops provide crucial services to Portland cyclists. There is an impressive array of advocacy, education, and riding groups, including the Bicycle Transportation Alliance, Community Cycling Center, Critical Mass, Kaiser Permanente's Injury Prevention Program, Portland United Mountain Pedalers, Portland Wheelmen Touring Club, and Yellow Bike Program.

Introduction

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The Portland Police Bureau and the Office of Transportation's Parking Patrol use bicycles, as do some of Portland General Electric's meter readers.

Finally, a diverse coalition of educators, administrators, bicycle advocates, and government agencies are working to make bicycling a more viable and safe option for children. These efforts include the Office of Transportation's Kids on the Move curriculum, Traffic Calming Program (installing speed bumps and signal beacons around schools), Community Traffic Safety Program (For Kids' Sake Slow Down campaign, and bicycle safety workshops), and Bicycle Program (installing bicycle racks at, and bikeways to, schools.) Others involved include Portland Public Schools, parents, educators, the Community Cycling Center (teaching children bicycle safety, repair, and riding skills), and numerous groups working to increase helmet use.

With this kind of momentum, increasing bicycle use should be a snap. However, despite all these efforts, Portland still has a long way to go to be truly bicycle-friendly. Our bikeway network is discontinuous and incomplete; only five percent of arterial streets have bicycle lanes. Bicycle parking is found at only two percent of commercial businesses outside the central city. Very few children bicycle to school even if they live less than a mile away. People from all ages, parts of the city, and walks of life have requested improvements to the bicycling environment. Numerous local surveys, focus groups, and other comment opportunities consistently demonstrate the public's interest in and commitment to bicycling as a means of transportation.

Background

The Bicycle Master Plan was created over a two and a half year period with input from over 2,000 residents, including neighborhood activists, business people, parents, educators, regular cyclists, and individuals wishing to bicycle—both for the first time and more frequently. Additional input came from staff of the Portland Office of Transportation, Tri-Met, the Port of Portland, Multnomah County, Washington County, Clackamas County, Metro, the Oregon Department of Transportation, and the Portland Bureaus of Planning and Parks.

The Plan provides guidance over a 20-year period for improvements that will encourage more people to ride more frequently for daily needs. The mission of the Master Plan is to make bicycling an integral part of daily life in Portland.

Key Elements

The Bicycle Master Plan address five key elements:

1) policies and objectives that form part of Portland's *Comprehensive Plan Transportation Element;*
2) developing a recommended bikeway network;
3) providing end-of-trip facilities;
4) improving the bicycle-transit link; and
5) promoting bicycling through education and encouragement.

Associated with each of these elements are objectives, action items, and five-, 10-, and 20-year benchmarks to measure progress. Where appropriate, the costs of achieving these benchmarks are included. These benchmarks and costs are found at the end of this Executive Summary.

In addition, the Plan provide bikeway design and engineering guidelines and a summary of laws relating to bicycle use.

Bicycle Transportation Policy and Objectives

Policy 6.12 of the *Transportation Element* of the City's *Comprehensive Plan* is the following statement:

Make the bicycle an integral part of daily life in Portland, particularly for trips of less than five miles, by implementing a bikeway network, providing end-of-trip facilities, improving bicycle/transit integration, encouraging bicycle use, and making bicycling safer.

The following objectives accompany this policy statement.

Objectives:

A. Complete a network of bikeways that serves bicyclists' needs, especially for travel to employment centers, commercial districts, transit stations, institutions, and recreational destinations.

B. Provide bikeway facilities that are appropriate to the street classifications, traffic volume, and speed on all rights-of-ways.

C. Maintain and improve the quality, operation and integrity of bikeway network facilities.

D. Provide short- and long-term bicycle parking in commercial districts, along Main Streets, in employment centers and multifamily developments, at schools and colleges, industrial developments, special events, recreational areas, and transit facilities such as light rail stations an park-and-ride lots.

E. Provide showers and changing facilities for commuting cyclists. Support development of such facilities in commercial buildings and at "Bike Central" locations.

F. Increase the number of bicycle-transit trips. Support Tri-Met's "Bikes on Transit" Program.

G. Develop and implement education and encouragement plans aimed at youth, adult cyclists, and motorists. Increase public awareness of the benefits of bicycling and of available resources and facilities.

H. Promote bicycling as transportation to and from school.

Bicycle Transportation Policy and Objectives

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Recommended Bikeway Network

Objectives A, B, and C, listed above, pertain to the development of the bikeway Network.

There are about 185 miles of existing and planned bicycle lanes, bicycle boulevards, and off-street paths in Portland. The bikeway network calls for the addition of approximately 445 miles to this system to create a 630 mile network of preferred and appropriate convenient and attractive bikeways throughout Portland. When complete, this network should enable cyclists to find a bikeway within approximately one-quarter to one-half mile from every location in Portland.

Provide End-of-Trip Facilities

Objectives D and E pertain to providing end-of-trip facilities.

A survey undertaken for the Master Plan found sub-standard bicycle parking in the majority of Portland's commercial areas. Many public facilities, including schools and parks, were likewise deficient in adequate bicycle parking.

To address this problem, the Master Plan calls for a public-private partnership to install higher levels of bicycle parking; provide for long-term bicycle parking to serve commuters, students, and others needing longer-term bicycle storage; and provide other end-of-trip services like showers, changing rooms, and clothing storage.

An estimated 1,900 short-term and 145 long-term bicycle parking spaces exist in Portland. The Plan calls for the development of an additional 8,600 short-term and 23,000 long-term spaces in 20 years.

Improving the Bicycle-Transit Link

Objective F pertains to improving the bicycle-transit link.

Two types of bicycle-transit trips are possible in Portland. Riders can take their bicycles aboard buses and light-rail through the Bicycles-on-Tri-Met program, for which over 6,300 permits have been sold. From July, 1994 to June, 1995 almost 80,000 bicycles-on-transit trips were made. Bicyclists can also "bike-and-ride," making use of long-term bicycle parking at transit centers and light-rail stations. As of February, 1996 there were 56 bicycle locker spaces at transit centers and MAX stations.

The City will continue to support and promote the Bicycles on Tri-Met program, and assist Tri-Met in providing and promoting long-term bicycle parking at the transit system to encourage bicycle use.

Promoting Bicycling Through Education and Encouragement

Objectives G and H pertain to promoting bicycling through education and encouragement.

Bicycle education is concerned with developing safe cycling skills in children, teaching adult cyclists their rights and responsibilities, and teaching motorists how to more effectively share the road with cyclists.

Bicycle Transportation Policy and Objectives

(continued)

Encouragement includes providing a bikeway network, end-of-trip facilities, and bicycle-transit services, holding encouragement events, providing incentives, and providing information and/or maps with recommended cycling routes.

Many organizations throughout Portland provide bicycling education and encouragement. The City will continue to support these organizations as able, with the goal of having three to five annual bicycling promotion events. Additional long-term goals are to have 10 percent of children bicycling to school and 100 percent of children receiving bicycle safety education.

Providing Bikeway Design and Engineering Guidelines

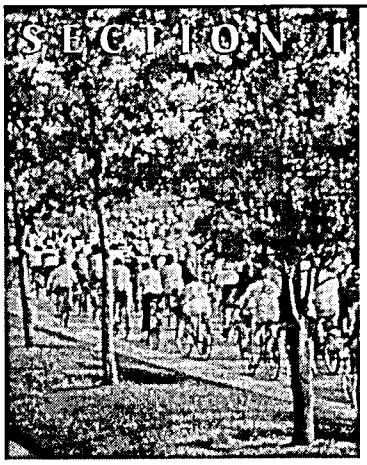
The Master Plan offers detailed design and engineering guidelines for different types of bicycle facilities. Included are intersection designs, signing and marking, maintenance considerations, and bicycle parking code requirements. This information, and the text of state laws and local ordinances pertaining to bicycling, are found in the Master Plan's appendices.

Conclusion

Bicycling produces no air or noise pollution, decreases traffic congestion, reduces taxpayer burden, helps alleviate parking demand, saves energy, uses land and road space efficiently, provides mobility, saves individuals money, improves health and fitness, and is fast and fun! The success of the Bicycle Master Plan will only be assured by the continued support of Portland's cycling community and other residents recognizing the benefits bicycling brings to all residents.

POLICY AND OBJECTIVES	AS OF JANUARY 1996
POLICY 6.12 Bicycle Transportation *Make the bicycle and integral part of daily life in Portland*	2% mode share-all city 3.3% inner city 160 crashes reported (1994 data)
POLICY 6.12 A *Complete a network of bikeways that serves bicyclists' needs*	185 existing and planned (funded) miles of bicycle lanes
POLICY 6.12 B *Provide bikeway facilities that are appropriate to the street classifications, traffic volume and speed on all rights-of-way*	69% of streets today have appropriate bikeway facility
POLICY 6.12 C *Maintain and improve the quality, operation, and integrity of bikeway network facilities*	300 bicycle facility improvement requests annually 25 signal detector loops marked
POLICY 6.12 D *Provide short- and long-term bicycle parking*	1900 short-term (city-provided) 145 long-term (city-provided)
POLICY 6.12 E *Provide showers and changing facilities for commuting cyclists*	50 spaces at YWCA
POLICY 6.12 F *Increase the number of bicycle-transit trips*	4,848 permits sold 42,736 bikes on buses 35,405 bikes on MAX
POLICY 6.12 G *Develop and implement education and encouragement plans*	3-5 annual city-wide events promoting cycling, including Bicycle Commute Week, Bikefest, Bridge Pedal 38% of school-age children receiving bicycle safety education
POLICY 6.12 H *Promote bicycling as transportation to and from school*	2% of children bicycling to school

BY 5 YEARS BENCHMARKS	COSTS	BY 10 YEARS BENCHMARKS	CUMULATIVE COSTS	BY 20 YEARS BENCHMARKS	CUMULATIVE COSTS
Inner Portland: bicycle mode share to 5%		Increase bicycle mode share to 10%		Increase bicycle mode share to 15%	
Whole city: bicycle mode share to 3% Number of bicycle-motor vehicle crashes held constant		Increase bicycle mode share to 6% Number of bicycle-motor vehicle crashes reduced by 10%		Increase bicycle mode share to 10% Number of bicycle-motor vehicle crashes reduced by 20%	
40% complete Approximately 252 bikeway miles	$17,774,000	60% complete Approximately 378 bikeway miles	$40,122,000	100% complete Approximately 630 bikeway miles	$149,760,000
75% of streets have appropriate bikeway facility	Not quantified	85% of streets have appropriate bikeway facility	Not quantified	95% of streets have appropriate bikeway facility	Not quantified
Implement improved maintenance procedures such that requests decrease by 15% from today's levels	$50,000	Requests decrease by 50% from today's levels	$100,000	Requests decrease by 75% from today's levels	$200,000
100% of bikeways with signal detection tuned and retrofitted with pavement markings	$8,000	50% of all signals with detection tuned and retrofitted with pavement markings	$12,000	100% of all signals with detection tuned and retrofitted with pavement markings	$24,000
20% of required bicycle parking spaces		40% of required bicycle parking		100% of required bicycle parking	
1,720 short-term parking spaces	$103,202	3,440 short-term spaces	$206,404	8,600 short-term spaces	$516,010
5,922 long-term parking spaces	$2,671,850	10,765 long-term spaces	$5,091,800	23,134 long-term spaces	$12,027,834
Accommodate 300 commuters at the Downtown and Lloyd districts "Bike Central" locations	$350,000 for "Bike Central" facilities	Showers and changing facilities available to all commuting cyclists needing such accommodations	Not quantified	Showers and changing facilities available to all commuting cyclists needing such accommodations	Not quantified
Tri-Met has not developed a long-range plan					
3 to 5 annual city-wide events promoting cycling	Not quantified	3 to 5 annual city-wide events promoting cycling	Not quantified	3 to 5 annual city-wide events promoting cycling	Not quantified
50% of school-age children receiving bicycle safety education		90% of school age children receiving bicycle safety education		90% of school-age children receiving bicycle safety education	
3% of children bicycling to school	Not quantified	6% of children bicycling to school	Not quantified	10% of children bicycling to school	Not quantified



BICYCLE MASTER PLAN

Introduction

Introduction

The bicycle is a low-cost and effective means of transportation that is quiet, non-polluting, extremely energy-efficient, versatile, healthy, and fun. Bicycles also offer low-cost mobility to the non-driving public, including the young; indeed, more than 16 percent of adult Oregonians do not have a driver's license.[1]

The world's 800 million bicycles outnumber automobiles two to one, and annual bicycle production is more than three times annual automobile production.[2] In the United States, bicycles were a popular means of transportation in the pre-automobile age. In 1880, bicycle enthusiasts formed the League of American Wheelmen (later changed to League of American Bicyclists), which successfully lobbied for a national network of paved roads. Portland's history is rich with bicycle enthusiasts, including the Dekums, Glisans, Pittocks, Morelands, and Woodwards. Much of the activity of the early Multnomah Athletic Club revolved around bicycle racing and many day-long family outings took place on bicycles.[3]

As the automobile became more popular, bicycles lost popularity. The automobile gave people the freedom to move farther from their places of work, giving way to rapid suburban development and sprawl. The bicycle—ideal for short trips—lost its advantage as well as its place on the road.

Throughout the United States today, the bicycle is making a comeback. There are an estimated 100 million bicycles in the country, including a half million in the Portland region.[4] Bicycling as a means of transportation has been growing in popularity as many cities work to create more balanced transportation systems and reclaim streets from auto dominance.[5] In addition, recent national and local surveys find that many more people are willing to cycle more frequently if cities provide better bicycle facilities.[6]

Bicycle travel in Portland has increased rapidly in the past decade. Since 1985, bicycle use on the Hawthorne Bridge has more than tripled (Figure 1.1). Bicycle rider counts done in other city locations also show consistent increases.

This increase is due to several factors. First, improvements in equipment, particularly the appearance of the mountain bicycle, have significantly improved the range of available options. With their fatter tires, sturdier geometry, and more

Introduction

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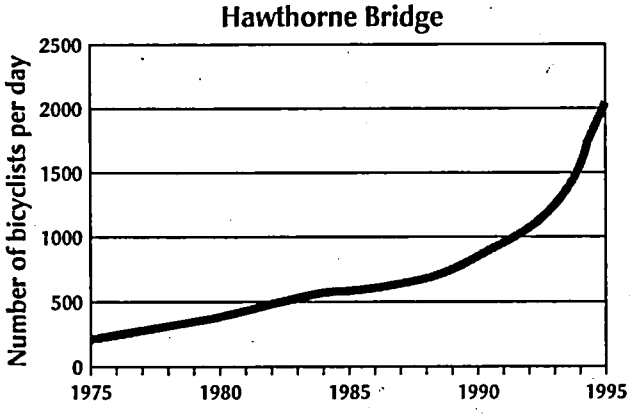
user-friendly braking and gearing systems, mountain and hybrid bicycles are well-suited to urban commuting.

Second, increasing environmental awareness in the past two decades, coupled with progressive land-use and transportation leadership, has resulted in Portland's having one of the more respected and user-friendly transportation systems in the country. With its pedestrian orientation, relatively low traffic congestion, and connected street grid, bicycle trips are a pleasant daily option for many people.

Third, as more residents have been cycling for daily transportation, more have been advocating for improved bicycling conditions. This has resulted in more miles of bicycle lanes, bicycle boulevards, and off-street paths; more bicycle parking; and better maintenance of existing facilities, all of which have encouraged more bicycle riding.

FIGURE 1.1 **Bicycle Use over Time**



Source: Bicycle rider counts, Portland Office of Transportation.

These three factors—and the consequent increased bicycling—have led to a growing recognition among policy makers at all levels of the need to treat the bicycle as a serious mode of transportation. As early as 1971, Oregon's leaders adopted state law ORS 366.514, which requires that cities and counties expend a minimum of one percent of transportation revenues on bikeways and walkways, and that bikeways and walkways are included as part of roadway construction and reconstruction (see Appendix B for full text). Many subsequent goals and policies have been adopted toward this end, including the 1991 Oregon State Land Conservation and Development Commission's Transportation Planning Rule (Goal 12), which requires all jurisdictions in the Portland Metro Area to prepare a plan to reduce vehicle miles traveled per capita by 20 percent over the next 30 years. The regional government, Metro, has been leading an effort to ensure that future land-use development encourages balanced transportation options, including bicycle transportation. In addition, many city goals and policies have been adopted and are discussed in Section II.

Following this growing policy support, additional funding has been made available for bicycle transportation improvements. This has been true on the local and state level, as well as the federal level through the 1990 Clean Air Act and the 1991 Inter-Modal Surface Transportation Efficiency Act (ISTEA), which calls for increased spending on bicycle travel and allows cities more flexibility in spending highway funding on alternative modes, such as bicycling, walking, and transit.

The increased ridership, resulting advocacy, and increased policy and financial support from all government levels have resulted in significant bicycle transportation improvements. The following Bicycle Master Plan is a direct result of these changes and is intended to set an aggressive, proactive 20-year course toward fulfilling the following mission: Making bicycling an integral part of daily life in Portland.

Portland's Bicycle Program History

The history of the City's Bicycle Program reflects a long-standing commitment to bicycles, an up and down history of public support, and an evolution in the knowledge and treatment of cycling issues.

THE EARLY YEARS In 1972, the City organized a Bicycle Path Task Force, which produced the 1973 Bicycle Master Plan. By 1976, the City's effort to implement the plan stalled due to lack of funding, support, and technical knowledge. In 1978, City Council appointed a citizens' Bicycle and Pedestrian Advisory Committee (BAC), which was charged with identifying and prioritizing improvement plans for the bicycle/pedestrian network. The BAC has been meeting ever since to encourage bicycle improvements. A separate Pedestrian Advisory Committee (PAC) was formed in 1992.

The Portland Office of Transportation initiated the Bicycle Program—one of the country's first—in 1979 with one full-time staff person. Over the next five years, the Bicycle Program created a bicycle map, developed bicycle parking code requirements, and installed about 250 bicycle racks and 40 lockers. The program also organized bicycle events, such as bicycle-to-work days, Bike Week, and a "Bike There" encouragement program in conjunction with Metro.

CORRIDOR IMPROVEMENTS In 1982, the Bicycle Program identified 22 bicycle "corridors" based on census data and travel use patterns and began an implementation process for bikeway improvements along these corridors. The first corridor completed was SE Reed-Hawthorne.

In 1985, the Bicycle Program decided to discontinue holding events and installing bicycle racks and instead placed more emphasis on bikeway corridor implementation. It then finished several corridor projects, including the SE Ankeny-32nd-Davis-Burnside route, SE Clinton, SE Steele, and NE Fremont. The program also initiated other corridor projects—such as NE Knott—that failed due to public opposition to parking removal, which was necessary to implement the project.

DISTRICT IMPROVEMENTS Finding the implementation of corridor projects to be very time consuming and difficult, the Bicycle Program altered the corridor process in 1988 in favor of a more flexible process to make improvements on a district-by-district basis. There are seven districts in Portland: North, Northeast, Southeast, Outer East (east of I-205), Southwest, Northwest, and the Central City. In 1990, the Program implemented the Northeast bikeway Plan that provided today's signed bicycle routes.

In 1993, after many years of negotiation, the Bicycle Program completed and Council adopted the North Portland bikeway Plan. Implementation of the plan was completed in the Spring of 1995, except bicycle lanes on N. Willamette, which are planned for implementation in 1996.

The Program also drafted and is implementing the Central City Transportation Management Plan Bicycle Element. Projects implemented or underway thus far include: SE 7th/Sandy/NE 12th; the Broadway Bridge Lovejoy, 10th Avenue, and Broadway ramps; the Hawthorne Bridge east bound viaduct; SE Hawthorne

Portland's Bicycle Program History

(continued)

(Martin Luther King, Jr. Blvd. to 12th); NE Multnomah (Martin Luther King, Jr. Blvd to 16th); and NE Lloyd (Martin Luther King, Jr. Blvd to 16th).

OTHER PROJECTS With increasing public support for bicycle improvements, the Bicycle Program has aggressively been pursuing bikeway implementation throughout the city based on previously identified corridors, neighborhood requests, Bicycle Advisory Committee priorities, and opportunities as they have arisen. Since 1993, projects implemented include the Burnside Bridge; the Hawthorne and Broadway Bridge viaducts; SW Multnomah; SW Terwilliger; and SW Moody. Bicycle lanes have been implemented as part of major construction and reconstruction projects, including NW 23rd Place and on NE Broadway, Larrabee, Interstate, and Multnomah around the new Blazer Arena. Bicycle lanes have also been installed as part of routine re-paving, on streets such as SW Beaverton-Hillsdale Highway, SE Division (82nd to 122nd), SE 7th (Division to Morrison), and SE 122nd (Market to Bush).

BICYCLE PARKING In 1991, the Bicycle Program reinitiated bicycle parking installation and has added about 900 sidewalk bicycle racks, bringing its total inventory to 1400 racks. The Program also manages 156 bicycle lockers and is also developing, in conjunction with health clubs, combined parking/locker/shower facilities for 475 bicycle commuters to the central city. Furthermore, the Program is working with schools to install bicycle racks.

MAINTENANCE In March 1994, in response to residents' calls for better maintenance of bicycle facilities, the Bicycle Program initiated the Bicycle Facility Improvement Program to handle such problems as sweeping of glass and debris, fixing potholes, replacing gratings, fine-tuning traffic signal sensitivity, and others. To date, the program has responded to more than 600 requests.

EVENTS AND EDUCATION In 1991, the Bicycle Program also reinitiated events to encourage more bicycle use. For example, in 1992, it held a series of neighborhood-based family rides called NeighborRide. It has held over 15 annual Bicycle Commute Days and helped plan the 1993 and 1994 Burnside Bridge BikeFests, which attracted more than 10,000 participants. In 1994, Portland hosted the international Pro-Bike/Pro-Walk conference with several hundred participants from all over the world. The conference attracted planners, engineers, activists, and others interested in learning innovative techniques for making cities more bicycle-friendly. The Bicycle Program has also been involved in education of bicyclists and motorists about bicyclists' rights, responsibilities and practices. It has helped the City's Community Traffic Safety Program (formerly Reclaiming Our Streets) hold traffic safety training for fifth grade classes, worked on the kindergarten to fifth grade "Kids on the Move" bicycle and pedestrian curriculum, and supported the City's annual "Slow Down for Kids Sake" media campaign. It has also been working closely with community education and advocacy groups.

Bicycle Master Plan

The Bicycle Program's focus has evolved from corridors to districts, to through this Bicycle Master Plan, a comprehensive, city-wide approach. This evolution has followed the increase in public and government support, funding availability, and technical knowledge.

The Bicycle Master Plan was enacted over a two and a half year period with input from over 2000 residents. The public process undertaken to develop the Plan is detailed in Appendix D. The following Plan will outline the actions needed, priorities, costs, and time lines for making Portland truly bicycle friendly. Section II summarizes the goals, policies, and objectives guiding the implementation of the Master Plan. Section III explains the recommended comprehensive, continuous bikeway network, including proposed improvements and estimated costs, and maintenance needs, railroad improvements, and signal modifications. Section IV proposes end-of-trip facilities designed to serve bicyclists' needs at key destinations throughout the city, including parking, shower, and changing facilities. Section V describes the bicycle-transit link. Section VI details a framework for educating youth and adult cyclists and motorists, encouraging more cycling, and increasing the number of children bicycling to schools.

Appendix A is the bikeway Design and Engineering Guidebook to be used by planners and engineers in implementation of bikeway facilities. Appendix B is a summary of laws related to bicycling in Portland and Oregon. Appendix C is the Central City Transportation Management Plan bicycle-related policies. Finally, Appendix D details the Master Plan public process and methodology used to select the bikeway network facilities.

This Plan is meant as a 20-year guide for making Portland bicycle friendly. Its success will only be assured by the continued support of Portland's cycling community and other residents recognizing the benefits bicycling brings to all residents.

Endnotes

[1] "Oregon Drivers," Oregon Department of Transportation, Driver and Motor Vehicle Services, 1991.

[2] Lowe, Marcia, The Bicycle: Vehicle for a Small Planet, Worldwatch Institute, September, 1989: p.5.

[3] Oregon History Center.

[4] Bicycle Federation of America statistics.

[5] "Sports Participation in 1992, City-by-City," National Sporting Goods Association, 1992.

[6] Bicycle Facility Preference Survey, carried out by the City of Portland Bicycle Program, Spring 1994. "A Trend on the Move: Commuting by Bicycle, Bicycling Magazine, 1991.

BICYCLE MASTER PLAN

Policies and Objectives

Introduction

The City of Portland's *Comprehensive Plan* contains a series of statements that guide the way the city plans and implements improvements. These statements are ordered from the more general to the more specific:

- Goals
- Policies
- Objectives

Policies are ways to achieve the broader goals, and objectives are what should be done to achieve the policies.

Goals, policies, and objectives are formally adopted by City Council ordinance and form the City's *Comprehensive Plan.* Transportation related goals, policies, and objectives are available in a document called the *Transportation Element (TE).*

The City's main transportation goal is written below. This goal aims to improve the transportation system for all users.

GOAL 6: Provide for and protect the public's interest and investment in the public right-of-way and transportation system by encouraging the development of a balanced, affordable and efficient transportation system consistent with the Arterial Streets Classifications and Policies[1] by:

- Providing adequate accessibility to all planned land uses;
- Providing for the safe and efficient movement of people and goods while preserving, enhancing, or reclaiming the neighborhoods' livability;
- Minimizing the impact of inter-regional and longer distance intra-regional trips on city neighborhoods, commercial areas, and the city street system by maximizing the use of regional trafficways and transitways for such trips;
- Reducing reliance upon the automobile and per capita vehicle miles traveled;
- Guiding the use of the city street system to control air pollution, traffic, and livability problems; and
- Maintaining the infrastructure in a good condition.

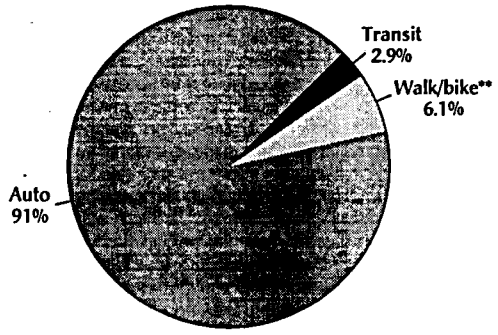
Comprehensive Plan *Transportation Element* Bicycle Policy and Objectives

The following policy and objectives are intended to guide the city's approach to bicycling, in order to help reach *Comprehensive Plan* Goal 6 as listed above. These objectives are described in detail in subsequent sections.

Policy 6.12 Bicycle Transportation

Make the bicycle an integral part of daily life in Portland, particularly for trips of less than five miles, by implementing a bikeway network, providing end-of-trip facilities, improving bicycle/transit integration, encouraging bicycle use, and making bicycling safer.

FIGURE 2.1 **Means of Transportation**



*Based on Metro Study Area, encompassing the greater metropolitan region.
**Bicycle and pedestrian travel are not separated in the model at present.
Source: Metro Travel Simulation Model, 1992.

OBJECTIVES

A. Complete a network of bikeways that serves bicyclists' needs, especially for travel to employment centers, commercial districts, transit stations, institutions, and recreational destinations.

B. Provide bikeway facilities that are appropriate to the street classifications, traffic volume, and speed on all right-of-ways.

C. Maintain and improve the quality, operation, and integrity of bikeway network facilities.

D. Provide short- and long-term bicycle parking in commercial districts, along Main Streets, in employment centers and multifamily developments, at schools and colleges, industrial developments, special events, recreational areas, and transit facilities such as light rail stations and park-and-ride lots.

E. Provide showers and changing facilities for commuting cyclists. Support development of such facilities in commercial buildings and at "Bike Central" locations.[2]

F. Increase the number of bicycle-transit trips. Support Tri-Met's "Bikes on Transit" Program.

G. Develop and implement education and encouragement plans aimed at youth, adult cyclists, and motorists. Increase public awareness of the benefits of bicycling and of available resources and facilities.

H. Promote bicycling as transportation to and from school.

Benchmarks

The Bicycle Master Plan establishes a series of benchmarks by which to judge progress. Every two years, the Office of Transportation will report on the progress toward the benchmarks laid out in this Plan. The two benchmarks below are intended to describe the progress toward Policy 6.12. Benchmarks relating to each objective (6.12A-H) are contained in the subsequent sections. A summary of the policies, objectives, benchmarks, and related costs where available is contained in the Executive Summary.

Benchmarks

(continued)

Over the past 10 years, bicycle use has been on the rise. Best estimates show bicycling to make up about 3.3 percent of all trips in the inner, urbanized parts of Portland. In the city as a whole, bicycle use is estimated at two percent of trips.[3] This means that 98 percent of trips are accomplished through other means, especially automobiles (Figure 2.1.) The bicycle share of trips should improve as better bikeway facilities, end-of-trip services, education, and encouragement are provided. As bicycle trips increase, all residents will benefit from the reductions in congestion, air pollution, and energy consumption.

The bicycle share of all trips is a good indicator of the success or failure in making bicycling an integral part of daily life. As more people bicycle, another indicator of success or failure is the level of bicycle safety. There are approximately 150 reported bicycle-motor vehicle crashes annually in Portland.[4] Many more accidents are not reported, and most are believed not to involve a motor vehicle.[5] The most common causes of the reported crashes were the cyclist or motorist disregarding traffic control devices, entering or leaving the roadway at a mid-block location, or the bicyclist riding against traffic. The blame for these crashes rests about equally on motorists and bicyclists. Although progress toward bicycle safety can only be measured by the reported crash data, it is presumed that as the bicycle-motor vehicle crash statistics improve, so should bicycle safety as a whole.

The bicycle trip share and bicycle safety are related to the implementation of the objectives listed above, such as quality bikeways, good maintenance, education, and encouragement. Thus, the following benchmarks relating to mode share and safety will be used to gauge overall Master Plan success. Each of the subsequent Plan sections contains benchmarks specific to Objectives 6.12 A–H.

Policy 6.12 Benchmarks:

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
Inner Portland:		
Increase bicycle mode share to 5%	Increase bicycle mode share to 10%	Increase bicycle mode share to 15%
Whole city:		
Increase bicycle mode share to 3%	Increase bicycle mode share to 6%	Increase bicycle mode share to 10%
Number of bicycle-motor vehicle crashes held constant	Number of bicycle-motor vehicle crashes reduced by 10%	Number of bicycle-motor vehicle crashes reduced by 20%

Other Comprehensive Plan Bicycle-Related Policies and Objectives

There are additional Comprehensive Plan policies and objectives relevant to bicycles. These policies and objectives are as follows:

Goal 5, Economic Development
Policy 5.4, Transportation

OBJECTIVE E:

Promote safe and pleasant bicycle access to and circulation within commercial districts and strips. Provide convenient, secure bicycle parking for employees and shoppers where appropriate.

Other Comprehensive Plan Bicycle-Related Policies and Objectives

(continued)

OBJECTIVE G:
Pursue special opportunities for alternative modes of transportation to serve as attractors themselves. Such projects include water taxis, streetcars, and bicycle and pedestrian facilities and amenities.

Goal 6, Transportation
Policy 6.6, Urban Form
Support a regional form composed of mixed-use centers served by a multi-modal transportation system. New development should be served by interconnected public streets which provide safe and convenient pedestrian, bicycle and vehicle access. Street and pedestrian connections should be provided to transit routes and within and between new and existing residential, commercial, and employment areas and other activity centers.

Goal 7, Energy
Policy 7.6, Energy Efficient Transportation
Provide opportunities for non-auto transportation, including alternative vehicles, buses, light rail, bikeways, and walkways...

OBJECTIVE H
Promote walking and bicycle commuting by developing bikeways and walkways, encouraging spot hazard improvements on city streets, providing bicycle lockers at transit centers and park-and-ride lots, and implementing bicycle commuter services such as long-term bicycle parking, showers, and changing facilities, and promoting covered walkways/sidewalks.

Goal 11B, Public Rights-of-Way
Policy 11.13, Bicycle Improvements
Provide bikeway facilities appropriate to the street classification, traffic volume, and speed in the design and construction of all new or reconstructed streets. Where the appropriate bikeway facility cannot be provided on the street, provide alternative access for bicycles on parallel streets. Bicycle safety should be the highest priority in the design of all bikeway facilities.

Policy 11.14, Public Bicycle Parking
Provide for safe short-term and safe, sheltered long-term bicycle parking in the right-of-way and in publicly owned garages throughout the downtown Central City and in other appropriate areas of the City where needed.

Policy 11.18, Street Vacations
Allow street vacations only when there is no existing or future need for the right-of-way, the established city street pattern will not be significantly interrupted, and the functional purpose of nearby streets will be maintained. Evaluate opportunities and the need for a bikeway, walkway, or other transportation use when considering vacation of a street. Where pedestrian and bicycle facilities are needed, the first preference is to retain right-of-way for these uses. If retaining right-of-way is not feasible, a public easement can be required along with public improvements where they preserve or enhance circulation needs.

Relationship to Other Plans

Central City Transportation Management Plan

The Central City Transportation Management Plan (CCTMP) is intended to set policies and practices related to transportation in the Central City and is a companion document to the *Transportation Element*. The CCTMP was drafted from 1992 to 1995 and was adopted by City Council in November, 1995. The bicycle-related CCTMP policies and objectives are listed in Appendix C and are complementary to those proposed in the Bicycle Master Plan. The proposed Central City bikeways have been incorporated in the citywide bikeway network (see Section III).

Portland Transportation System Plan

The Transportation System Plan (TSP) is currently being developed and is intended to be an implementation plan for the goals, policies, and objectives contained in the *Transportation Element*. In the TSP, the implementation of the Bicycle Master Plan will be combined and balanced with the improvements needed to serve motor vehicles, trucks, transit, and pedestrians.

Metro Regional Bicycle Plan and Regional Transportation Plan

The Portland Bicycle Master Plan has been coordinated with development of the Regional Bicycle and Transportation Plans. Many of the City's bikeways are part of the regional bikeway network and will thus be developed and implemented with regional funding and cooperation.

Oregon Department of Transportation (ODOT) Bicycle and Pedestrian Plan

The ODOT Bicycle and Pedestrian Plan sets forth guidelines for designing and implementing bicycle projects. The ODOT guidelines have been used as the basis of the City Bikeway Design and Engineering Guidelines (Appendix A) should be considered a resource for City planners and engineers. The ODOT Bicycle and Pedestrian Plan also establishes policies for the provision of bikeways along state highways.

Arterial Streets Classifications and Policies

The Arterial Streets Classifications and Policies (ASCP) guide the city on the intended function of each street. Examples of classifications include Bikeway, Major City Traffic Street, Major Transit Street, and Major Truck Route.

During development and implementation of transportation projects, all the classifications of a given street must be considered. Improvements for one mode should not preclude future modifications to accommodate other modes nor encourage inappropriate use of a street.

When a street is to be modified for development purposes, the City can require modifications to the street appropriate to the classification, such as sidewalks or bicycle lanes.

Relationship to Other Plans

(continued)

Community and Neighborhood Plans

The Planning Bureau, in cooperation with the Office of Transportation, is developing a series of neighborhood and community plans that help guide land-use development and characteristics of a given area over time. Examples include the Albina Community Plan (1993), the Outer Southeast Community Plan (1995), and many neighborhood plans. These plans all consider and recommend transportation improvements. All existing neighborhood and community plans have been reviewed for the Bicycle Master Plan, and the suggested bicycle improvements incorporated wherever possible.

Land-Use Ordinances and Zoning Codes

Land-use ordinances and zoning codes dictate how a project should be developed and administered. For example, if a new retail establishment is built, the zoning code requires a certain amount of bicycle parking be added. A variety of city staff review all proposed developments to ensure the code is met, and enforcement is done through the Bureau of Buildings.

Endnotes

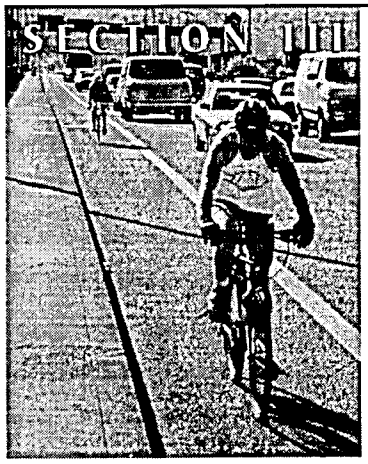
[1] The Arterial Streets Classifications and Policies (ASCP) guide the city on the intended function of each street. Examples of classifications include Major City Traffic Street, Bikeways, Major Transit Street, and Major Truck Route.

[2] Bike Central is a network of central city commuter-oriented bicycle parking, shower, and clothes storage facilities developed by the City, fitness clubs, and parking providers.

[3] Based on a 1994 survey carried out by Metro, and reported in their Regional Bicycle Plan. The survey was only half compiled as of February, 1996. These same preliminary results indicated a higher mode split for bicycling (3.3 percent) in areas with: good street continuity, sidewalks, easy street crossings, and gentle topography. Much of inner Portland (i.e., west of I-205 to the west hills) is characterized by such conditions. Metro is working to enhance existing travel demand forecasting models to more accurately estimate mode share.

[4] Oregon Department of Transportation, Bicycle-Motor Vehicle Crash Summaries, 1987-1994.

[5] Stutts, J.C., Williamson, J.E., Whitley, T. and Sheldon, F.C. (1990). Bicycle accidents and injuries: a pilot study comparing hospital and police reported data. Accident Analysis and Prevention, 22(1): pp 67-78.



BICYCLE MASTER PLAN

Recommended Bikeway Network

Introduction

National and local polls frequently cite the lack of bikeways as the number one reason more people do not bicycle for daily trips; in Portland, 88 percent of those surveyed in 1994 stated that lack of bikeways prevented more frequent cycling. The survey also found that the most compelling type of bikeway facility is a bicycle lane (49 percent), with bicycle boulevards and off-street paths also considered important (35 percent and 18 percent, respectively).

Furthermore, surveys have also found that the public in the Portland region increasingly supports the expenditure of taxpayer funds to install bikeways. For example, in the "Region 2040: It's Your Turn" 1994 survey distributed to all Portland region households by Metro, the second most frequently cited comment received was the need for better bikeways and walkways. Other local surveys have also found significant public support for investment in improved bikeway facilities.

Bikeways bring enormous benefits to both the cycling and non-cycling public. Bikeways attract more cyclists, bringing air, noise, and water quality benefits. They use public dollars efficiently, by reducing road maintenance costs. They increase the carrying capacity of the transportation system. They improve safety for all users; bicyclists feel they have a safe space on the road and tend to be more law-abiding, while motorists are placed at greater ease knowing where bicyclists are apt to be. Bikeways also help motorists to be aware of bicyclists' presence and right to be on the road.

The planning and implementation of bikeways can be relatively simple and inexpensive, as when the City restripes a roadway with bicycle lanes during a routine resurfacing. Bikeways can also be very complicated and costly, as with streets that need to be widened. The installation of some bikeways may not always be desirable from the public's perspective, if, for example, parking needs to be removed to install bicycle lanes or traffic needs to be diverted to create a bicycle boulevard. These factors have all been analyzed for this Plan. Bikeways were selected because of their connection to land-uses, ease of implementation, need for safety improvements, lack of parallel facilities, and need for continuity (Appendix D presents a detailed description of the methodology used to select bikeways).

While the City's existing bikeways are well used, they tend to be relatively short and unconnected and thus do not well serve cyclists needs. The implementation of the objectives and action items in this section will result in a comprehensive, continuous, and well-maintained bikeway network, maximizing bicycling's benefits to both Portland's cycling and non-cycling public.

Bikeway Classification Descriptions

As explained in Section II, streets are classified per their intended function in order to guide the city's treatment of streets. The following classification descriptions related to the bikeway network are adopted as part of the *Transportation Element* of the city's *Comprehensive Plan.*

City Bikeways

Functional Purpose: City bikeways are designed to establish direct and convenient bicycle access to all significant destinations and within city, town and regional centers.

Land Use and Development: Areas that should be served by city bikeways are employment centers, commercial districts, transit stations, institutions, recreational destinations, and regional and town centers. Auto-oriented land uses should be discouraged on city bikeways not classified as Major City Traffic Streets.

Design Treatment and Traffic Operations: Factors to consider in determining appropriate design treatment are: traffic volume, speed of motor vehicles and street width.

- Design treatments to be considered for city bikeways are bicycle lanes, extra width curb lanes, wide shoulders, bicycle boulevards, and signage for local street connections (see Table 3.2 for guidelines for selecting bikeway facilities).
- On-street motor vehicle parking may be removed on city bikeways to provide bicycle lanes, except where deemed essential to serve adjacent land uses.
- All destinations along a city bikeway should have long- and/or short-term end-of-trip facilities to meet bicyclists' needs.
- Bikeways should be maintained to minimize surface hazards such as grates, potholes, and loose sand and gravel.
- Crossings of city bikeways and all other rights-of-way should be designed to minimize conflicts and provide adequate bicycle crossings.

Central City Bikeways

Central City bikeways are city bikeways located in the central city, which includes the Lloyd Center, Lower Albina, the Central Eastside Industrial District, the River District, downtown, Goose Hollow, the University District, and North Macadam. Central City bikeways were identified through the Central City Transportation Management Plan.

Bikeway Classification Descriptions

(continued)

Local Service Bikeways

Functional Purpose: Local service bikeways are intended to serve as local circulation routes for bicyclists and provide access to adjacent properties.

All streets not classified as bikeways or off-street paths, with the exception of controlled access roadways, are classified as local service bikeways.

Design Treatment & Traffic Operations: Design treatments to be considered for local service bikeways are shared roadways, traffic calming, bicycle lanes and extra width curb lanes.

- On-street motor vehicle parking will not be removed on local service bikeways to provide bicycle lanes.
- Treatment to and operation of local service bikeways should not, as a side effect, create, accommodate or encourage additional through automobile traffic.
- Crossings of local service bikeways and all other rights-of-way should be designed to minimize conflicts and provide adequate bicycle crossings.

Off-Street Paths

Functional Purpose: Off-street paths are designed to establish adequate and convenient routes for bicycling, walking and other non-motorized uses.

Land Use and Development: Off-street paths may be appropriate in corridors not well-served by the street system to create short cuts that link urban destinations and origins along continuous greenbelts such as rivers, park and forest areas, and other scenic corridors; and as elements of a community or citywide recreational trail plan.

Design Treatment and Traffic Operations: Specific guidance on the treatment of off-street paths can be found in the Design and Engineering Guidelines (Appendix A).

- off-street paths should be designed as separated facilities which can be shared with pedestrians and other non-motorized users.
- Landscaping and trail design for off-street paths in the Greenway should conform with the Zoning Code specifications for the Greenway Trail. Landscaping and trail design for off-street paths in the 40-Mile Loop should conform with the design guidelines for the 40-Mile Loop.
- Off-street paths should be protected or grade-separated at intersections with major roadways.
- Off-street paths should be identified through signing.

Design Treatments

The word "bikeway" will be used in this plan to refer to classified city bikeways and off-street paths, which are shown on the bikeway network. All streets not classified as city bikeways or off-street paths, except limited access highways, are considered local service bikeways, which should still be designed to facilitate safe bicycle travel. Local service bikeways are not shown on the bikeway network.

Bikeway Classification Descriptions

(continued)

As described above, the appropriate treatment for a city bikeway depends on motor vehicle traffic volumes and speeds and street width.

City Bikeway Treatments

A **bicycle lane** is that portion of the roadway designated by eight-inch striping and bicycle pavement markings for the exclusive or preferential use of bicycles (see Appendix A). Examples include the Burnside Bridge, N Portsmouth, and SE 7th.

A **shoulder bikeway** is a street upon which the paved shoulder, separated by a four-inch stripe and no bicycle lane markings, is usable by bicycles. Although the shoulder can be used by bicycles, auto parking can be allowed on a shoulder. Examples currently include parts of Marine Drive and Airport Way west of I-205.

A **bicycle boulevard** is a shared roadway (bicycles and motor vehicles share the space without marked bicycle lanes) where the through movement of bicycles is given priority over motor vehicle travel on a local street. Traffic calming devices are used to control traffic speeds and discourage through trips by motor vehicles. Traffic control devices are designed to limit conflicts between automobiles and bicycles and favor bicycle movement on the boulevard street. Examples include SE Harrison/Lincoln and SE Clinton.

An **extra width curb lane** is a wider than a normal curbside travel lane provided to give extra room for bicycle operation where there is insufficient space for a bicycle lane or shoulder bicycle lane.

A **signed connection** is a bikeway upon which guide signing is placed to direct bicyclists to a destination or another bikeway. Signed connections are used on local, low-traffic streets where bicycle lanes or bicycle boulevards are not needed, and on and around major recreational cycling destinations, such as Rocky Butte, Council Crest, and Mount Tabor.

Off-Street Paths

An **off-street path** is a bikeway that is physically separated from motorized vehicular traffic by an open space or barrier and either within the roadway right-of-way or within an independent right-of-way. Off-street paths are intended to provide adequate and convenient routes for bicycling, walking and other non-motorized uses. Off-street paths may be implemented in corridors not well served by the street system. Examples include the Westside Greenway Trail and the Springwater Corridor.

Local Service Bikeway

Local service bikeways will in general be shared roadways, meaning no special treatment will be needed. However, depending on traffic volumes and speeds, some local service bikeways will require other treatments to facilitate safe bicycle travel. These treatments are bicycle lanes, extra width curb lanes, or traffic calming techniques.

Other Definitions

The following definitions are adopted in the *Transportation Element* of the Comprehensive Plan and are useful for understanding the relationship between bikeways and other modes of traffic.

A **Regional Trafficway** serves interregional district movement with only one trip end in a transportation district or bypass a district completely.

A **Major City Traffic Street** serves as the principal route for traffic and emergency vehicle movements that have at least one trip end within a transportation district. Major City Traffic Streets should provide connections to Regional Trafficways and serve major activity centers within each transportation district.

A **District Collector** provides concentrated access to district activity centers and serve trips that both start and end in a district.

A **Neighborhood Collector** is intended to serve as a distributor of traffic from a Major City Traffic Street or District Collector Street to the local service Streets, and to serve trips that both start and end within an area bounded by Major City Traffic Streets and District Collector Streets.

A **Local Service Street** is intended to provide the following: distribute local traffic and emergency vehicle access; access to local residences or commercial uses, visual setting or entry way to land uses; pedestrian circulation system; meeting place for residences; and play area for children where a woonerf treatment (traffic calming) has been implemented.

There are also **Pedestrian Districts, City Walkways, Regional Transitways, Major City Transit Streets, Minor Transit Streets, Truck Districts, Regional Truck Routes, Major Truck Routes,** and **Minor Truck Routes.**

Current State of the Portland Bikeway Network

As of January 1996, there were approximately 67 miles of bicycle lanes and 49 miles of off-street paths in the City of Portland (Table 3.1).[1] There were also approximately 30 miles of signed "bicycle routes" directing cyclists on neighborhood streets, with about 10 of these miles qualifying as bicycle boulevards. These existing bikeways are widely dispersed and do not form an interconnected network.

There are approximately 59 miles of planned bikeways, meaning projects for which funding has been committed and construction will likely begin by 1997. The bikeway network identifies all existing and planned projects (see bikeway network map).

Current State of the Portland Bikeway Network

(continued)

TABLE 3.1 **Existing and Planned Bikeway Network**

FACILITY	MILES
Existing bicycle lanes	66.8
Existing bicycle boulevards	9.7
Existing off-street paths	48.9
Total existing bikeway miles	125.4
Planned bicycle lanes	43.3
Planned bicycle boulevards	2.4
Planned off-street paths	13.2
Total planned bikeway miles	58.9
Total existing and planned miles	184.3

The current and planned bikeways exist on a street system (city- and state-owned roadways within the City of Portland) that includes 3,642 miles of paved streets. As of 1994, 67 percent (2457 miles) were local streets and 33 percent (1185 miles) were arterial streets (Neighborhood Collector, District Collector, Major City Traffic Street, and Regional Trafficway). It is assumed that most local streets are already comfortable for bicyclists (although some have been recommended for bicycle boulevard treatments). Approximately six percent of arterial streets have the appropriate treatment—bicycle lanes. Thus, 69 percent of Portland's streets have appropriate facilities.

Oregon Department of Transportation Highways

There are close to 50 miles of state-owned highways within city limits. These include St. Helens Road (Highway 30), SE McLoughlin Boulevard, Martin Luther King Jr. Boulevard, NE Sandy Boulevard, 82nd Ave, Lombard, SW Barbur Boulevard, SW Macadam, SE Powell, and Grand Avenue. It is Oregon Department of Transportation (ODOT) policy that all their roads should have bicycle lanes, and most state-owned roads are considered bikeways on the City's bikeway network. The City will work with ODOT to retrofit state roadways, and include and rank these roads on the Bicycle Master Plan proposed projects list later this section.

Willamette River Bridges

In 1994, Multnomah County adopted a plan for improved bicycle, pedestrian, and disabled access to the County-owned Willamette River bridges (Hawthorne, Morrison, Burnside, Broadway, and Sellwood Bridges), and the state-owned Ross Island and St. Johns Bridges. The Willamette River Bridges Accessibility Project recommended $7,000,000 of bridges improvements, many of which will be implemented through a $1,000,000 federal grant. Through state and local funds, some of the recommended improvements that are the City of Portland's responsibility are already underway, including bicycle lane installations on the approaches to the Broadway, Burnside, and Hawthorne Bridges. Unfunded bicycle access projects within Portland's jurisdiction are included on the project list and bikeway network.

Current State of the Portland Bikeway Network

(continued)

The railroad-owned Steel Bridge is being upgraded for bicycle access through a federal grant to construct a bicycle and pedestrian crossing on the lower deck.

Central City Bikeways

The Central City Transportation Management Plan (CCTMP) Bicycle Transportation Study was conducted in 1992-3. Staff conducted a survey to determine cyclists' central city trip origins and destinations, which streets cyclists currently prefer to use, which streets cyclists would like to use, and the priorities for improvements. Staff also collected and analyzed data about central city street widths, volumes, intersections, maintenance needs (such as gratings needing replacement and potholes), signing, driveways, and other street characteristics affecting the cycling environment. The Portland Bicycle Advisory Committee and staff then worked with the technical advisory committee to recommend a network of bikeways, which were then incorporated into the plans for the other modes of transportation.

Improvements to the Willamette River bridges were rated the highest priorities by far; many of these intended improvements have been funded through Multnomah County, the state, and the federal government, as described above. The City also has funded a multi-year project called "Central City Bicycle Lanes," with the intention of implementing the bicycle improvements identified

TABLE 3.2 **Guidelines for Selecting Bikeway Facilities for All New or Reconstructed Streets**

AVERAGE NUMBER OF VEHICLES PER DAY	*TRANSPORTATION ELEMENT* TRAFFIC CLASSIFICATION	RECOMMENDED BIKEWAY FACILITY
≤3000	Local Service Street	Street as is, unless specified on Bikeway Network as bicycle boulevard or signed connection.
>3000	Local Service Street	Bicycle lanes. Where not possible due to width constraints and parking needs, traffic calming improvements acceptable.*
≥3000 < 10,000	Neighborhood Collector	Bicycle lanes. Where not possible due to width constraints and parking needs, traffic calming improvements or wide outside lane acceptable.*
≥10,000 < 20,000	Neighborhood Collector and higher classifications Major & Minor Transit Routes Major & Minor Truck Routes	Bicycle lanes. Where not possible due to width constraints and parking needs, wide outside lane acceptable.*
≥20,000	Neighborhood Collector and higher classifications Major & Minor Transit Routes Major & Minor Truck Routes	Bicycle lanes. Where not possible due to width constraints and parking needs, a parallel alternative facility should be developed.

* Traffic calming improvements or wide outside lane acceptable where any of the following conditions exist:
- It is not possible to eliminate lanes or reduce lane widths;
- Topographical constraints exist;
- Additional pavement would disrupt the natural environment or character of the natural environment;
- Parking is essential to serve adjacent land uses or to improve the character of the pedestrian environment.

Construction of a parallel bikeway within one-quarter mile is also an acceptable alternative where these constraints exist, as long as the parallel bikeway provides an equally convenient route to local destinations.

through the CCTMP within five years. The projects completed thus far include NE Multnomah, SE Hawthorne (eastbound to SE 12th), and the Lovejoy Ramp of the Broadway Bridge. Many other central city bicycle projects are underway (see project list this section).

Safe Bicycle Passage on All Streets

All streets except limited access highways should be accessible by bicycle. Whenever streets are reconstructed or constructed, appropriate bikeway facilities must be included to accommodate bicyclists' needs. This is also a state law, ORS 366.514, adopted in 1971, which states that *"Footpaths and bicycle trails,[2] including curb cuts or ramps as part of the project, shall be provided wherever a highway, road or street is being reconstructed, constructed or relocated."* The law provides for exceptions and is written in its entirety in Appendix B.

The guidelines in Table 3.2 should be used to determine the appropriate treatment for all new or reconstructed streets. In general, the appropriate treatment for local streets with fewer than 3,000 motor vehicles per day, and not designated as bikeways, is the street as is (shared roadway); no special bicycle facility is necessary, although traffic calming may be necessary if volumes or speeds increase to an unacceptable level.[3] However, some local streets are recommended for bicycle boulevard modifications on the bikeway network.

For streets with more than 3,000 vehicles per day, the preferred treatment is bicycle lanes. Where bicycle lanes cannot be included (see Bicycle Lanes explanation next page for circumstances allowing for alternatives) the alternative treatments are traffic calming or wider than normal outside lanes. Where the appropriate bikeway and acceptable alternatives cannot be included in a project, bikeway facilities may be constructed on a nearby (within a quarter mile) parallel street.

Whenever a road is constructed or reconstructed, staff from the bureau managing the project should consult Table 3.2 to determine the appropriate bikeway facility to be installed.

Bikeway Network Development

While all streets should be accessible by bicycle, and the appropriate facilities phased in as streets are constructed or reconstructed, the reality is that relying on street reconstruction for bikeway improvements will leave cyclists with few improvements in the foreseeable future. Streets are simply not rebuilt that often. Thus, to provide a bikeway system that attracts cyclists and helps realize the policy of integrating bicycling into daily life in Portland, the City must aggressively pursue development of a comprehensive, connected bikeway network—a system of selected streets on which bikeway facilities will be implemented.

The bikeway network is to provide a higher level of service for cyclists and encourage bicycle use. The network, including the recommended bikeway treatment for each segment, is proposed on the bikeway network Map.

Bikeway Network Development

(continued)

BICYCLE LANES Bicycle lanes are to be implemented by 1) narrowing existing travel lanes; 2) removing a travel lane; 3) removing parking, except where it is essential to serve adjacent land uses; and 4) shoulder widening. Bicycle lanes may be implemented through stand-alone bikeway projects, through reconstruction or construction of roadways, and through routine resurfacing of roadways when the street configuration can be modified without parking removal or serious additional congestion (in which case a public process will be undertaken before bicycle lanes can be installed).

Some streets where bicycle lanes are the preferred treatment have circumstances that make bicycle lane installation very difficult. These circumstances include: 1) harm to the natural environment or character of the natural environment due to additional pavement; 2) severe topographical constraints; 3) economic or aesthetic necessity of retaining parking on one or both sides of the street; and 4) crippling levels of traffic congestion that would result from eliminating travel lanes or reducing lane widths. These circumstances are to be evaluated very carefully before a decision is made to implement an alternative treatment.

For example, before deciding that on-street parking is necessary, off-street (including driveways and garages) and alternative parking opportunities (such as parking on the opposite side of the street) must be investigated. As another example, a travel lane should be removed even if traffic congestion may increase, unless the congestion that may be caused by lane removal cripples the flow of people and goods.

Only if after careful investigation bicycle lanes are proven unfeasible, then traffic calming improvements, a wider outside lane, or alternative parallel bikeways may be substituted.

BICYCLE BOULEVARDS Bicycle boulevards are intended to provide an advantage for bicycles over motor vehicles, and as such, significantly improve the pedestrian environment. Bicycle boulevards are to be implemented on local streets, generally with fewer than 3,000 vehicles per day, through a combination of traffic calming, intersection treatments, and signing. Bicycle lanes are normally not used on a bicycle boulevard, thus little or no parking removal is proposed. The implementation of bicycle boulevards should not result in significant traffic diversion onto other local streets.

OFF-STREET PATHS Portland Parks Bureau and Metro's Greenspaces Program generally develop off-street paths linking urban origin and destinations along continuous greenbelts such as rivers and recreational trails. Many paths shown on the bikeway network are already planned for implementation, including the Eastside Esplanade and the Peninsula Crossing Trail. Other proposed paths are listed on the project list and are shown on the bikeway network map.

SIGNED CONNECTIONS Local streets providing short—generally, less than a half mile—connections between bikeways or between a bikeway and a destination will be delineated by guide signs. Some streets that are already signed as bicycle routes will be upgraded with either bicycle lanes or boulevards; signs on

Bikeway Network Development

(continued)

the streets not on the bikeway network will be eliminated or improved over time to provide directional information about destinations and nearby bikeways. In addition, guide signs may be used to direct cyclists to and around recreational facilities or to an alternative route where the preferred street cannot be modified due to serious financial or topographical constraints.

ARTERIAL STREETS CLASSIFICATION AND POLICY The functional purpose and design treatment for bikeways is an adopted portion of the Arterial Streets Classification and Policy of the Comprehensive Plan *Transportation Element*. When a street is reconstructed, the street's classifications are reviewed and as many classifications as possible accommodated in project design and implementation. When constraints exist and all design treatments cannot be accommodated, decisions are made on a project-by-project basis. Further details on selecting the appropriate bikeway design treatment are given in Table 3.2 and in Appendix A, Bikeway Design and Engineering Guidelines.

The streets proposed in the bikeway network were selected with significant public input (see Appendix D, Methodology for Selecting Bikeways). Streets were included because they:

- Connect cyclists to desired destinations, such as employment centers, commercial districts, transit stations, institutions, and recreational destinations;
- Provide continuity with the regional System proposed by Metro, thus providing connections with neighboring bikeways in Multnomah, Washington, and Clackamas Counties.
- Provide the most direct and convenient routes possible;
- Provide a parallel bikeway approximately every half mile; and
- Target locations with the potential for implementation in the next twenty years.

The recommended bikeways have been compiled into a Bicycle Master Plan proposed projects list (later this section) showing project location, distance, and estimated cost, and are also shown on the bikeway network map.

Maintenance

While implementing bikeway facilities is important, keeping them in good condition is equally important. When a bicycle lane becomes filled with debris, for example, cyclists are forced into the motor vehicle lane. Poor bikeway maintenance can contribute to accidents and deter potential cyclists unwilling to risk flat tires and skidding on city streets.

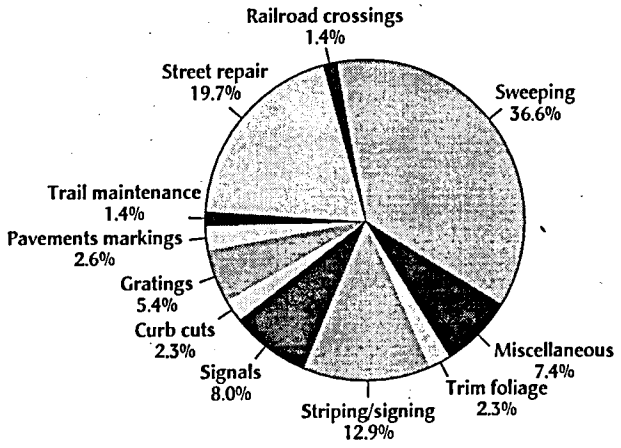
In March 1994, the City initiated the Bicycle Facility Improvement Program to respond to maintenance requests. In its first year, the Program responded to approximately 350 requests (Figure 3.1). The City fixed about 50 percent of the requests—mostly sweeping, road repair, signing/striping, signal modifications, and grate repair. Approximately 25 percent of the requests were outside the City's jurisdiction and were forwarded to the appropriate authority.The City was

Maintenance

unable to address approximately 25 percent of the requests that were either too expensive, too complicated, or investigation showed that action was not needed. All the requests for bicycle lane striping, shoulder construction, or other projects requiring larger sums of funding have been examined as part of this Plan.

Over time, the City should be able to reduce the number of requests for routine maintenance such as sweeping by improving the amount of attention paid to the City's bikeways. The improvements routinely requested by cyclists through the Bicycle Facility Improvement Program should be considered high priorities for regular maintenance. The Bicycle Program will provide an annual list of high priority streets to the Bureau of Maintenance for special consideration.

FIGURE 3.1 **Maintenance Requests**



The majority of requests for bikeway maintenance annually come after the City lays gravel after winter ice storms. While the gravel presents little problem for motorists, it collects in bicycle lanes and on shoulders and causes a hazard, as well as a severe nuisance for cyclists. The City should prioritize gravel pick-up from bikeways as soon as possible after winter storms.

For more information about Maintenance Guidelines for bikeways, see Appendix A.

Railroad Crossings

Because of their tendency to grab and channelize bicycle tires, railroad crossings present a difficult challenge for bicyclists. Three main factors affect crossing safety: the angle of the crossing (the more oblique, the more dangerous the crossing); the surface quality (the more buckled the asphalt adjacent to the rails, the more dangerous); and the width of the flange between the pavement and rail is also a factor (the wider the flange, the more dangerous).

In the Fall of 1994, the Bicycle Program surveyed all railroad crossings in the City of Portland. Each crossing was rated based on its angle and surface quality, with additional consideration given to flange width. As shown on the Railroad Crossings Map, the crossings with a rating of one to four warrant immediate attention, those rated five to six need attention in the near future, and seven and above are reasonably safe.

The 222 crossings on the bikeway network should be considered of highest priority. Of these, about 75 are rated one to four, requiring immediate repair. Another 71 are rated five to six, requiring attention in the near future. The rest are considered reasonably safe.

The maintenance and repair of railroad crossings are the responsibility of rail companies for commercial rail lines, regulated by the Public Utility Commission, and Tri-Met for light rail. The Bicycle Program will work with the Public Utility Commission and rail companies to remove tracks that are not in use, repair crossings that are dangerous to cyclists, and install all new crossings to current standards.

Traffic Signal Operations

While most traffic signals in Portland change from green to yellow to red and back at preset times, some signals will not turn green until after the presence of a vehicle is detected. These often have pedestrian push buttons. To be detected at one of these, bicyclists need to be correctly positioned over a signal detector loop, which is sensitive wire buried in the pavement, usually in the shape of a diamond. The loop detects the presence of metal in a vehicle, then relays the information to a signal control box. Many bicyclists are unaware of the proper place to stand to be detected, and thus cycle onto the sidewalk to push the pedestrian button or run the red light when they tire of waiting for a signal that does not seem to detect them.

The City of Portland has about 400 intersections with signal detection for vehicles. About half of these intersections are "semi-actuated," meaning only the side street or left-turn lane has the signal detection. The rest are "fully-actuated," meaning all approaches and movements are actuated. Pavement loops can generally detect bicycles in the correct position, although the sensitivity of some may need to be increased. Bicycle-sized traffic signal detector loops are normally installed in bicycle lanes at intersections with signal detection.

The City has begun a process of installing pavement markings to indicate where bicyclists should stand, and will continue to improve the sensitivity of signals to bicyclists.

Objectives and Action Items

The following sections outline the objectives and action items needed to bring the bikeway network in Portland to levels adequate to serve present and future riders. Also included will be a discussion of the costs of implementing these objectives.

Objective 6.12 A

Complete a network of bikeways that serves bicyclists' needs, especially for travel to employment centers, commercial districts, transit stations, institutions, and recreational destinations.

As of Spring 1996, approximately 184 miles of the bikeway network were either complete or planned (funding committed)—approximately 30 percent of the total 654 bikeway network miles. Below is displayed the number of new bikeway miles to be added to the network over the 20 year implementation period.

Objective 6.12 A Benchmarks (Cumulative over time):

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
40% Complete Approximately 252 bikeway miles	60% Complete Approximately 378 bikeway miles	100% Complete Approximately 630 bikeway miles

Objectives and Action Items

(continued)

Objective 6.12 A Action Items:

- Implement bikeway facilities as part of all transportation improvements, including road construction and reconstruction and other transportation projects (e.g., traffic calming improvements, intersection improvements). (Responsible parties: Portland Office of Transportation, private developers)
- Implement bicycle lanes on streets defined in the bikeway network (see bikeway network map) as part of routine resurfacing. (Responsible parties: Bureau of Maintenance, Bicycle Program)
- Fund and implement individual bikeway projects. (Responsible parties: Portland Office of Transportation, Bicycle Program)
- Develop and implement destination-based signing system for the bikeway network. (Responsible parties: Portland Office of Transportation, Bicycle Program)
- Continue to coordinate with the Oregon Department of Transportation, Metro, Clackamas County, Washington County, Multnomah County, and other jurisdictions and agencies to ensure appropriate bicycle connections are planned, constructed, and maintained. (Responsible parties: Bicycle Program, Metro, other jurisdictions)
- Periodically review City Bikeway Design and Engineering Guidelines (Appendix A) to ensure consistency with State and Federal Standards. (Responsible party: Bicycle Program)
- Consider innovative design treatments where appropriate, such as different colored and/or textured bicycle lanes, and advance bicycle stop lines at intersections. (Responsible parties: Portland Office of Transportation, Bicycle Program)
- Implement demonstration project that targets increased usage of a single or several high quality bikeways. (Responsible parties: Portland Office of Transportation, Bicycle Program)
- Coordinate with Portland State University, University of North Portland, Lewis and Clark College and Law School, and other higher education institutions on improvements in transportation services, particularly bicycle facilities. (Responsible parties: Portland Office of Transportation, Bicycle Program, higher education institutions)
- Support innovative funding efforts that may help implement bikeways, such as congestion pricing. (Responsible parties: Portland Office of Transportation, Metro, Oregon Department of Transportation)

Objective 6.12 A Costs (Cumulative over time):

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
$17,774,000	$40,122,000	$149,760,000

Objectives and Action Items

(continued)

It costs approximately $10,000 per mile to implement bicycle lanes on an existing curbed street, less if done after a routine overlay, more if signal modifications are needed. The cost of implementing bicycle lanes through shoulder widening is considerably higher and varies widely—depending on topography, geographical constraints, underground facilities, and right-of-way acquisition. Estimates done for this plan show average shoulder widening costs to be between $200,000 and $5,000,000 per mile, with most of the higher-end costs in Southwest Portland where significant topographical constraints exist. Bicycle boulevard implementation is estimated to cost $20,000 per mile, up to $100,000 if boulevard implementation involves addition of traffic control devices (e.g., traffic signals) at major intersections. Off-street paths cost between $50,000 and $500,000 per mile, depending on the need for right-of-way acquisition, topographical constraints, and drainage issues.

Implementation of the complete bikeway network is estimated to cost $150,000,000 (Table 3.3), not including the portions of the network already complete or planned, and not including implementation of bikeways on State-owned roadways or Multnomah County bridges. The estimated costs will change as priorities for implementation of the bikeway network are established and the needs matched with future resources. The cost estimates shown are very rough.

The Bicycle Master Plan proposed projects list has been ranked using the following criteria:

- Land uses served: higher priority for projects that serve intensive land uses, trip generators, and commercial areas apt to attract bicyclists.
- Barriers overcome: higher priority for a bikeway that helps to overcome barriers such as river crossings (e.g. bridge improvements); freeway, arterial, or railroad crossings; and other "squeeze points" such as lacks of shoulders of high speed/volume roadways, complicated intersections, etc.
- Potential cyclist usage: higher priority for projects that have or are likely to have high cyclist usage.
- Connectivity: higher priority for projects that connect to existing or funded bikeways.
- Lack of parallel facilities: higher priority for those projects where an existing parallel route is not nearby;
- Ease of implementation: higher priority for those projects that will be relatively easy to implement (e.g. no contentious parking removal, signal modifications, other design issues).
- Topographical constraints: higher score for those projects without terrain that limits potential usage (e.g. steep slopes, limited access).

Objectives and Action Items

(continued)

The project list has been broken into three parts: priority one (within five years), priority two (within 10 years), and priority three (within 20 years) priority projects; the amounts shown above as benchmark costs reflect this breakdown.

This list should not be considered an absolute ranking; rather, it provides a general sense of each project's priority given the state of the bikeway network today. No matter where a project is on the list, its implementation should be pursued at each opportunity.

Objective 6.12 B

Provide bikeway facilities that are appropriate to the street classification, traffic volume and speed on all rights-of-way.

Streets not designated as bikeways in the bikeway network should still be treated with the appropriate facility as delineated in Table 3.2 to ensure safe passage by bicycles on all streets. As explained earlier, 69 percent of city- and state-owned streets in Portland currently have the appropriate bikeway facility.

Objective 6.12 B Benchmarks:

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
75% of streets have appropriate bikeway facility	85% of streets have appropriate bikeway facility	95% of streets have appropriate bikeway facility

Objective 6.12 B Action Items

- Implement appropriate bikeway facilities as part of all construction and reconstruction. (Responsible parties: Portland Office of Transportation, Bicycle Program, private developers)

Objective 6.12 B Costs

As most improvements will be made as part of street construction and reconstruction, the cost of the appropriate bikeway improvement will be an integral part of each project. Thus, the cost of achieving this objective will not be quantified.

TABLE 3.3 **Recommended Bikeway Network Implementation Costs**

FACILITY	ESTIMATED NUMBER OF MILES	ESTIMATED COSTS
Bicycle lanes, existing curbed streets	238	$9,100,000
Bicycle lanes, shoulder widening	80	$125,700,000
Bicycle boulevards	66	$1,896,000
Off-street paths	39	$13,260,000
Local street connections, signing only	22	$44,000
Total Recommended	445	$150,000,000
Total Existing and Planned	185	
Total Existing, Planned, and Recommended Bikeway Miles	630	

Objectives and Action Items

(continued)

Objective 6.12 C

Maintain and improve the quality, operation, and integrity of bikeway network facilities.

All bikeway network facilities should be well maintained, including regular sweeping, repair of potholes and other street surface problems, and replacement of problematic gratings. Traffic signal operation and railroad crossing improvements are other examples of needed operational priorities.

Objective 6.12 C Benchmarks*

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
Implement improved maintenance procedures such that requests decrease by 15%** from today's levels	Requests decrease by 50% from today's levels	Requests decrease by 75% from today's levels
100% of bikeways with signal detection tuned and retrofitted with pavement markings	50% of all signals with detection tuned and retrofitted with pavement markings	100% of all signals with detection tuned and retrofitted with pavement markings

* No benchmark is included for railroad crossings as their repair is the responsibility of rail companies.

** Increased awareness of the program may increase requests initially

Objective 6.12 C Action Items:

- Undertake routine maintenance of bikeway network facilities, particularly sweeping. (Responsible party: Bureau of Maintenance)
- Respond to requests for maintenance needs on bikeway network. (Responsible party: Bureau of Maintenance, Bicycle Program)
- Pick up gravel from bikeways as soon as possible. (Responsible party: Bureau of Maintenance)
- Ensure that road and bridge repair and construction do not disrupt the cycling environment. (Responsible party: Bureau of Maintenance, utilities, contractors)
- Provide better signage during construction to indicate work in progress, road or path conditions, and, if necessary, alternate route information. (Responsible party: Bureau of Maintenance, utilities, contractors)
- Examine and implement "Adopt-a-Bikeway" Program to improve level of maintenance on bikeways. (Responsible Party: Bicycle Program)
- Build new railroad crossings to bicycle standards, as specified in Appendix A, Section IV. (Responsible parties: Railroad companies, Public Utility Commission, Portland Office of Transportation, Oregon Department of Transportation)
- Encourage railroad companies to retrofit existing railroad crossings needing improvements. (Responsible parties: Public Utility Commission, Portland Office of Transportation, Oregon Department of Transportation, Bicycle Program)

Bicycle master plan proposed projects: FUNDED PROJECTS

PROJECT NAME	PROJECT LOCATION	TYPE
N Marine	East from Lombard to near Portland Road	Lane
N Lombard	Rivergate to Kelly Point Park	Lane
N Burlington	N Princeton to N Willamette	Lane
N Willamette	N Buchanan to N Portland	Lane
NE Broadway/Weidler	N Flint to NE 24th	Lane
NE 9th	NE Broadway to NE Lloyd	Lane
NE Multnomah	NE 16th to NE 21st	Lane
NE Irving/Glisan	NE 12th to NE 47th	Lane
NE 12th	E Burnside to NE Lloyd	Lane
SE Sandy	SE 7th to E Burnside	Lane
SE Ankeny	SE 6th to SE 28th	Traffic Calming
SE Madison	SE Martin Luther King, Jr. Blv to SE 12th	Lane
SE 16th	NE Irving to Ladd's Circle	Boulevard
NW/SW Broadway	NW Hoyt to SW Grant	Lane
SW Jefferson/Canyon	SW 1st to SW Vista	Lane
NW Front	Steel Bridge to NW 9th	Lane
NW Couch	NW 2nd to NW 19th	Boulevard
SE Bybee/28th	SE 17th to SE Woodstock	Lane
SE 28th/26th	SE Woodstock to SE Gladstone	Lane
SE 41st	SE Woodstock to SE Raymond	Lane
SE Woodstock	SE 32nd to SE 41st	Lane
SE Woodstock	SE 52nd to I-205 path	Lane
SE Duke	SE 52nd to SE 92nd	Lane
SE 52nd	SE Woodstock to SE Harney	Lane
SE Harney	SE 45th to SE 52nd	Lane
SE 45th/46th	SE Woodstock to SE Harney	Lane
SE Flavel	SE 52nd to SE 92nd	Lane
SE 92nd	SE Foster to city limit	Lane
SE Spokane/21st/Tacoma	SE Grand to Tacoma overcrossing	Lane
SW Canyon	SW Knights Blv to SW Skyline	Lane
SW Caruthers	SW 4th to SW 6th	Lane
SW Sheridan	SW 4th to SW 6th	Lane
SW 6th	SW Broadway to SW Sheridan	Lane
SW Barbur	SW Hamilton to Front	Lane (ODOT)
SW 4th/Barbur	SW Front to Sheridan	Lane
SW Hume	SW Barbur to SW Multnomah	Lane
NE 148th	NE Glisan to NE Knott	Lane
NE Sandy	NE 122nd to I-205 path	Lane (ODOT)
NE Lombard	NE Martin Luther King, Jr. Blv to NE 60th	Lane (ODOT)

Bicycle master plan proposed projects: PRIORITY 1 (First 5 years)

#	PROJECT NAME	PROJECT LOCATION	LENGTH (FT)	COST ($1,000)
1	NW/SW 18th/19th	Raleigh to Jefferson	8,750	$17
2	SW Capitol	Barbur to Terwilliger	29,082	Ped Program
3	NE Sandy	Burnside to city limits	41,954	ODOT
4	Hawthorne Br Sidewalks	Widen sidewalks	1,300	$1,300 (County)
5	SE Umatilla	7th to Tacoma xing	5,000	$100
6	SW 2nd/3rd	Jefferson to Couch	7,500	$15
7	NE Halsey	39th to city limits	30,000	$100
8	NE Marine Drive (I)	MLK to 47th	16,817	$10,000
9	SW Moody	Bancroft to Gibbs	2,500	$10
10	SE Woodstock	41st to 52nd	3,054	$6
11	NW Front	NW 9th to end	24,200	$75
12	SE Powell	SE 71 to I-205 trail	24,541	ODOT
13	NE Glisan	47th to 162nd	30,231	$100
14	SE/NE 20s Bikeway	Dekum to Bybee	32,263	$110
15	SW 1st	Jefferson to Arthur	3,750	$10
16	NE/SE 102nd/Cherry Blossom	Halsey to Market	8,800	$250
17	N Vancouver/Williams	MLK to Broadway	25,000	$90
18	NW Lovejoy	NW 14th to NW 24th	4,541	$30
19	NW Everett/Glisan	Front to 24th	14,542	$60
20	SE McLoughlin Blvd.	SE 17th to Clatsop	17,271	ODOT
21	SE Stark/Washington	75th to city limits	30,450	$350
22	SW 12th/13th	Montgomery to Couch	7,500	$20
23	SW Salmon/Taylor/Madison/Main	18th to Hawthorne Br.	1,200	$20
24	NE Tillamook	Flint to 92nd	25,000	$250
25	NE/SE 40s Bikeway	Holman to Crystal Springs	39,541	$190
26	N St Louis/Fessenden	Columbia Way to Willamette	3,179	$8
27	SE Division Pl / 9th	7th to Center	5,000	$16
28	SE Woodward/Clinton	51st to 92nd	10,909	$130
29	NE Prescott (I)	Cully to I-205 trail	7,725	$131
30	SW Bertha	Vermont to B-H Hwy.	1,300	$368
31	N Going	Interstate to Basin	5,454	$50
32	N/NE Ainsworth	Willamette to 37th	18,179	$65
33	SW Barbur Blvd.	Bertha to city limit	10,000	ODOT
34	Sellwood Br lightpoles	Relocate lights, effectively widens sidewalk	1,200	$280 (County)
35	SE Morrison/Belmont	Morrison Bridge to SE 12th	4,361	$8
36	NE Marine Drive (II)	Airport to 122nd	12,725	$1,000
37	Greenway Extension	Sellwood Br. to city limits	4,087	$500
38	NE/SE 122nd	NE Marine to Market/NE Bush to Foster	25,450	$120
39	NW Vaughn	Nicolai to 23rd	3,179	$300
40	N Denver	Ainsworth to Killingsworth	1,363	$10
41	NE/SE 70s Bikeway	Killingsworth to Clatsop	32,225	$439
42	SE 17th Avenue	Powell to city limits	13,633	$100
43	N Interstate	Lombard to Broadway	15,831	$25
44	N Portland Road	St. Louis to Richmond	2,271	$1,400
45	E Burnside	28th to 74th	11,817	$250
46	N Lombard	Reno to Columbia	5,909	$25
47	N Ivanhoe	Columbia to Marine Dr.	6,817	$7
48	SE Holgate	42nd to 136th	24,087	$60
49	SW Macadam	Front to city limits	19,087	ODOT
50	NE Cully/57th	Prescott to Tillamook	6,363	$910
51	NE 21st/20th	Ne Weidler to NE Irving	2,367	$4
52	SE Milwaukie	Odeon to Center	3,179	$10
53	NE Killingsworth	37th to 72nd	9,807	$35
	TOTAL COST:			$17,774

Bicycle master plan proposed projects: PRIORITY 2 (5-10 years)

#	PROJECT NAME	PROJECT LOCATION	LENGTH (FT)	COST ($1,000)
1	N Portland Blvd	Willamette to 7th/Dekum	5,280	$16
2	NE Alderwood	Columbia to Alderwood trail	6,363	$400
3	NW 14th/16th	Couch to Thurman	11,700	$10
4	NE 92nd	Halsey to Rocky Butte Rd.	2,271	$250
5	SE Harrison/Mill	60th to I-205 trail	5,909	$16
6	NE Broadway/Weidler	NE 24th to NE 28th	1,204	$2
7	Morrison Br Pathway	Separated path on Morrison Bridge	1,300	$1,270 (County)
8	NE/SE 50s Bikeway	Tillamook to Harney	31,350	$130
9	NE Knott	Williams to 39th	10,909	$35
10	SE 11th/12th	Burnside to Odeon	13,633	$85
11	NE 47th/42nd	Cornfoot to Siskiyou	13,900	$1,600
12	NW Bridge Rd.	St. Helens to St. Helens	4,541	$2,655
13	N Greeley	Going to interstate	8,633	$1,000
14	SE Hawthorne	12th to 53rd	11,363	$35
15	NE/SE 148th	Marine Dr. to Knott/Glisan to Division	16,396	$31
16	NE Klickitat/Siskiyou	7th to Rocky Butte Rd.	21,363	$65
17	N Lagoon/Channel	entire length	8,633	$28
18	SW Capitol /Lesser	49th to city limits	7,674	$3,773
19	NE 33rd	Columbis Slough to Lombard	2,271	$7
20	Burnside Br Esplanade Ramp	Burnside Bridge to Eastside Esplanade	500	$1,070
21	N Fessenden	St. Louis to Portsmouth	8,179	$26
22	Burnside Br Waterfront Ramp	Burnside Bridge to Waterfront Park	500	$1,070
23	N Basin	entire length	7,725	$25
24	NE 82nd	Columbia to Airport Way	2,725	$10
25	SE Taylor / Belmont / Yamhill	44th to I-205 trail	12,725	$35
26	NW Overton or Northrup	12th to 24th	4,087	$20
27	SE Water	Stark to Powell	6,363	$15
28	NE/SE MLK/Grand	Division to Columbia Slough	41,363	ODOT
29	Sellwood Br Eastside Underxg	Ramps to cross Tacoma	1,000	$160
30	NW 24th	Everett to Vaughn	4,087	$16
31	SE Salmon/Taylor	SE 52nd to 60th	3,516	$40
32	NE Couch	Grand to 32nd	5,000	$50
33	N. Willis/Kilpatrick	Portsmouth to Denver	8,850	$28
34	SE 136th	Division to Foster	9,500	$1,500
35	N Force / Broadacre / Victory	Marine Dr. to Denver	10,909	$20
36	SW Taylors Ferry (II)	Terwilliger to Macadam	5,000	$1,800
37	N Willamette	Buchanan to Reno	6,363	$20
38	SW Hamilton	SW Terwilliger to SW Corbett	2,044	$1
39	NE Cully	Prescott to Columbia	5,000	$910
40	SE Ellis	Foster to 92nd	1,817	$382
41	NE Prescott (II)	I-205 trail to 122nd	8,179	$1,000
42	N/NE Lombard	St. Johns Br. to MLK	24,541	ODOT
43	N/NE Skidmore	Interstate to Cully	20,000	$65
44	NE/SE 82nd	Columbia to city limits	22,271	ODOT
45	SW Taylors Ferry (III)	Capitol to city limits	5,909	$1,500
46	SE Harold	52nd to Foster	7,271	$200
47	SE Holgate	McLoughlin to SE 42nd	8,921	$17
48	SE Gladstone/Center	SE 42nd to 72nd	7,948	$15
49	NE Fremont	NE 7th to Vancouver	2,800	$5
50	N Columbia Blvd	Lombard to MLK	29,451	$95
51	N Pensinular/Villard	Columbia to Ainsworth	5,000	$20
52	NE Alameda	Klickitat to 72nd	10,000	$35
53	SE Market/Mill/Main	SE 72nd to city limit	31,158	$240
54	SE Crystal Springs	Bybee to Springwater corr.	7,725	$20
55	SW 49th	Capitol to city limits	2,400	$500
56	NE Tillamook/San Rafael	Gateway to 148th	13,000	$1,300
	TOTAL COST:			$22,348

Bicycle master plan proposed projects: PRIORITY 3 (10-20 years)

#	PROJECT NAME	PROJECT LOCATION	LENGTH (FT)	COST ($1,000)
1	SW Pomona	Capitol to 35th	3,633	$1,800
2	SW Stephenson	35th to Boones Fy.	10,454	$3,479
3	SW 30th	B-H Hwy. to Vermont	5,000	$931
4	SW Taylors Ferry (I)	35th to Terwilliger	7,271	$4,900
5	SW Boones Ferry Rd.	Terwilliger to city limits	10,508	$4,900
6	SW Kingston	Jefferson to Knights	10,000	$40
7	SW Arnold	35th to Boones Fy.	6,363	$3,479
8	SE 7th / Sellwood	Spokane to Bybee	3,633	$5
9	NE Sullivans Gulch trail	parallels I-84 from Willamette River to I-205	27,725	$2,500
10	W Burnside	23rd to city limits	11,817	$265
11	SW Vermont (II)	45th to Terwilliger	10,000	$36
12	SW Sunset Blvd.	Dosch to Capitol	5,909	$3,136
13	SW 45th Drive	Taylors Fy. to Cameron	10,909	$5,194
14	SW Hamilton	Scholls Fy. to Dosch	8,400	$4,410
15	SW Dosch	Patton to B-H Hwy.	6,363	$4,165
16	SW Vermont (I)	Oleson to 45th	5,000	$3,185
17	NW/SW Skyline	Canyon to city limits	33,426	$5,000
18	SW Shattuck	Vermont to Patton	9,087	$4,655
19	NW Cornell	30th to city limits	6,817	$1,000
20	SW 35th	Stephenson to Taylors Fy.	6,363	$2,450
21	SE 92nd	Stark to Foster	14,345	$27
22	SW Boone's Fy	SW Taylor's Fy to Terwilliger	2,843	$5
23	NE/SE 162nd	Sandy to Halsey/Stark to Powell	14,668	$40
24	SW Terwilliger	SW Palater to city limit	4,695	$9
25	SE Division	SE 52nd to SE 82nd	7,612	$14
26	SW Spring Garden	Taylors Fy. to Capitol	6,817	$4,165
27	SW Palatine Hill Rd	SW Boone's Fy to city limit	8,651	$10,000
28	SE 174th	SE Stark to city limit	10,460	$20
29	SW Fairview	Kingston to city limits	10,000	$2,000
30	NE Cornfoot	Alderwood to 47th	7,725	$1,392
31	SE Harney Dr.	52nd to Flavel	2,350	$1,252
32	SW Garden Home	Capitol to Oleson	11,750	$4,018
33	SE Division	SE 122nd to city limit	14,010	$27
34	SE Foster	SE 90th to SE 122nd	9,248	$1,752
35	SW Veteran's Hospital	Terwilliger to Sam Jackson Park Rd	3,505	$7
36	SE Foster	SE 136th to city limit	13,278	$2,515
37	SW Patton	Scholls Fy. to Vista	10,000	$5,390
38	SE Steele	26th to 52nd	5,454	$20
39	SW Humphrey	Dosch to Canyon	6,200	$4,000
40	SW Montgomery	11th to Council Crest	7,271	$7
41	SW Corbett	Pendleton to 1st to Arthur	10,000	$20
42	SE Tolman	28th to 52nd	6,363	$20
43	SW Cameron	Shattuck to 45th	9,087	$1,568
44	SW Virgina	Taylors Fy. to Pendleton	3,633	$12
45	SE 111th/112th	Mt. Scott to Market	21,817	$1,755
46	SW 12th/Davenport/Broadway	SW Montgomery to Vista	9,776	$4,508
47	SE Barbara Welch Road	SE Foster to city limit	5,288	$1,002
48	SE Jenne Road	SE Foster to city limit	1,773	$336
49	SE Clatsop	SE 162nd to SE 132nd	7,825	$1,482
50	SW 55th/Pomona/Pasadena	SW Taylors Ferry to Barbur	6,647	$2,000
51	SW 48th/Alfred	SW Taylor's Ferry to 55th	2,701	$500
52	SW 61st/62nd	SW Taylors Ferry to Pomona	4,187	$1,000
53	SW 35th	SW Vermont to Barbur	7,009	$2,250
54	SW Illinois	SW Shattuck to SW 45th	4,034	$1,000
55	NE Russell	N Interstate to Martin Luther King, Jr.	3,913	$1
	TOTAL COST:			$109,644

Objectives and Action Items

(continued)

- Work with the Public Utility Commission to adopt a proactive railroad crossing standard for bicycles and to induce the railroad companies to make needed changes. (Responsible parties: Public Utility Commission, Railroad companies, Oregon Department of Transportation Bicycle Program, City of Portland Bicycle Program)
- Install pavement marking at signals with detector loops to instruct cyclists where to stop to activate detection. (Responsible parties: Bicycle Program, Bureau of Maintenance, Traffic Management–Signals)
- Tune signals with detector loops to detect bicyclists. (Responsible party: Bureau of Traffic Management–Signals)
- Install and maintain traffic loops in bicycle lanes on streets with signal detection loops. (Responsible parties: Bicycle Program, Bureau of Maintenance, Bureau of Traffic Management–Signals)
- Consider installation of separate bicycle phasing in some locations, as well as the use of "queue jumping" technologies. (Responsible party: State legislature, Bureau of Traffic Management–Signals)

Objective 6.12 C Costs:

Maintenance costs will generally be absorbed into the budget of the Bureau of Maintenance, with additional support from the Bicycle Program. Ideal maintenance attention on bikeways is estimated to cost approximately $2,000 per mile per year, including sweeping, striping, street repair, and pavement markings. Much of this cost is covered through routine maintenance of streets.

Retrofit of each railroad crossing costs between $5000 and $15,000. Using a median cost of $10,000 per crossing, the cost to retrofit the 146 targeted crossings will be $1,460,000. The railroad companies are responsible for ensuring the safety of their crossings. The cost of retrofitting crossings will thus be borne by the railroads, with city support where appropriate.

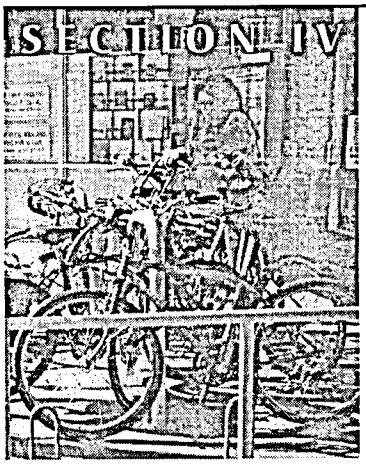
The cost of installing each signal detector pavement marking is approximately $60. There are approximately 400 intersections to analyze, with varying numbers of signal loops to be tuned and marked with bicycle pavement markings. Because many loops are located in places bicyclists would not need to worry about (e.g., industrial areas), it is estimated that about 200 intersections will need attention, with a typical intersection of two loops. The estimated cost is thus $24,000 to analyze, tune, and mark these signal loops.

Endnotes

[1] These include bikeways on roads owned by the Oregon Department of Transportation within City or Portland limits: St. Helens Road (Highway 30) and SE Powell bicycle lanes and the I-205 and I-84 off-street paths.

[2] The State interprets the outdated terms "footpaths and bicycle trails" to mean "walkways and bikeways." "Bicycle and Pedestrian Plan," Oregon Department of Transportation, draft, December 1994.

[3] More information on traffic calming for local and arterial streets is available from the City of Portland Traffic Calming Program.



BICYCLE MASTER PLAN

End-of-Trip Facilities

Introduction

Every bicycle trip has two basic components: the route selected by the cyclist, and the "end-of-trip" facilities available at the destination. These end-of-trip facilities include parking for the bicycle and showers and changing space for commuters. If the end-of-trip facilities do not meet the users' needs, other means of transportation will be substituted.

In a nationwide Harris Poll conducted in 1991, 42 percent of the respondents said that they had ridden a bicycle in the past year. Of this group, almost half said that they would sometimes commute to work by bicycle, or commute more often, if there were showers, lockers, and secure bicycle storage at work. Similarly, 21 percent of the respondents in a 1992 Portland bicycle user survey cited a lack of end-of-trip facilities as a reason for not riding a bicycle to the downtown area. Clearly, the availability of convenient, secure bicycle parking is a critical factor in an individual's decision whether or not to use a bicycle for commuting.

Good, secure bicycle parking offers these benefits:

- it inexpensively and efficiently increases a building's parking capacity;
- it serves those who use bicycles as a mode of transportation; and
- it encourages bicycle use.

Cyclists' needs for bicycle parking range from simply a convenient piece of street furniture, to storage in a bicycle locker that affords weather, theft and vandalism protection, gear storage space, and 24-hour personal access. Where a cyclist's need falls on this spectrum is determined by several factors:

- **Type of trip being made:** whether or not the bicycle will be left unattended all day or just for a few minutes.
- **Weather conditions:** covered bicycle parking is apt to be of greater importance during the wetter months.
- **Value of the bicycle:** the more a cyclist has invested in a bicycle, the more concern she or he will show for theft protection. Most new bicycles cost $400-500, and often considerably more.

Introduction

(continued)

- **Security of area:** determined by the cyclist's perception of how prone a given area is to bicycle theft. This is fairly subjective, and probably predicated to a degree on an individual's experiences with bicycle theft. Over 1,000 bicycle thefts are reported annually citywide.

A final need for some potential commuting cyclists are shower, locker, and changing rooms at trip destinations. For those cyclists needing to dress more formally, travel longer distances, or cycle during wet or hot weather, the ability to shower and change clothing can be as critical as bicycle storage.

End-of-Trip Facilities Definitions

Common terms describing end-of-trip facilities are defined below.

SHORT-TERM PARKING Bicycle parking meant to accommodate visitors, customers, messengers and others expected to depart within two hours. Requires approved standard rack, appropriate location and placement, and weather protection.

LONG-TERM PARKING Bicycle parking meant to accommodate employees, students, residents, commuters, and others expected to park more than two hours. This parking is to be provided in a secure, weather-protected manner and

TABLE 4.1 **Bicycle Parking Typology**

TYPE	FUNCTION	CHARACTERISTICS	EXAMPLE*
I personal or limited access enclosure	Long Term	• highest level of theft protection available • weather protection • locked enclosure or room with individual/very limited access	• bicycle locker • storage room
II high security rack	usually Long Term (off street)	• accommodates locking of bicycle frame with standard U-shaped lock • design reasonably safeguards bicycle from damage if it is accidentally pushed • offers additional theft security by shielding lock • may secure one or both wheels • best in off-street, limited pedestrian use areas	• three point locking
III normal security rack	Short Term (can be used for long term where additional security measures are provided)	• accommodates locking of bicycle frame with standard U-shaped lock • design reasonably safeguards bicycle frame and wheel from damage if it is accidentally pushed • design is compatible for pedestrian area installation • security is only as good as the user lock	• ribbon rack • freestanding • bike rail
X substandard rack designs*	Unacceptable	• does not allow frame of bicycle to be easily locked with standard U-shaped lock • often designed to hold only wheel of bicycle • design does not adequately safeguard bicycle from damage if it is pushed	• all traditional and wheelholder bike racks

* See Figure 4.1 for illustrations of the different rack types, both approved and substandard designs. Some types may not be shown, and may or may not be acceptable depending on whether they meet the design criteria.

End-of-Trip Facilities Definitions

(continued)

location. Long-term parking type will be either a bicycle locker, a locked room with standard racks and access limited to bicyclists only, or standard racks in a monitored location.

STANDARD RACK A non-enclosed rack that is designed to reasonably protect the wheels from accidental damage and allows use of a high security U-shaped lock to lock the frame and one wheel (see Table 4.1,"Bicycle Parking Typology").

SECURE As invulnerable as possible to theft, depending on an appropriate combination of parking type, location, and access.

PLENTIFUL Enough short- and long-term bicycle parking spaces to exceed peak season demand.[1] Requests for additional bicycle parking, beyond existing code requirements, are to be met by the property owner.

EASILY-ACCESSIBLE Per Portland's zoning code, bicycle parking should not be impeded by nearby stationary objects, parked bicycles or parked cars.

Indoor bicycle parking must be on a floor that has an outdoor entrance open for use and a floor location that does not require stairs to access the space; exceptions may be made for parking on upper stories with elevator access within multi-story buildings.

Directional signs should be used to locate bicycle parking areas when it is not visible from the street.

ADJACENT TO DESTINATIONS Short-term bicycle parking should be located no farther from the main entrance than the closest auto parking, and within 50 feet of a main entrance to the building. Close proximity to a main entrance is desirable for long-term parking but is not required.

COVERED Having sufficient shelter to protect the parked bicycle from the elements, particularly rain.

SHOWER AND LOCKER FACILITIES Any facility providing showers, changing space, and permanent clothes storage lockers sufficient to the needs of bicycle commuting employees.

The Current State of End of Trip Facilities in Portland

Bicycle Parking

Central City Area Bicycle Parking

Much of the bicycle parking found in Portland's central city is the result of a vigorous installation program conducted by the Bicycle Program in the Office of Transportation's Bureau of Traffic Management. Throughout the central city, there are more than 1,100 city-installed short-term parking spaces (mostly on sidewalks), 300 privately-installed short-term spaces, over 600 long-term spaces, and 145 additional long-term spaces in the form of bicycle lockers.

Unfortunately, many spaces intended for long-term parking (not including bicycle lockers) do not comply with existing city code and do not provide adequate security. A 1993 survey of central city bicycle parking spaces revealed that only 41 percent of long-term spaces meet all code requirements and only 62 percent

The Current State of End of Trip Facilities in Portland

(continued)

provide adequate security against theft. The overlap of those long-term spaces that both meet code requirements and provide adequate security is only 14 percent, or approximately 90 parking spaces.

Outside Central City Area Bicycle Parking

The City has intalled approximately 600 short-term spaces outside the central city.

In the winter of 1995, the Bicycle Program conducted a bicycle parking survey in all of Portland's commercial and industrial districts outside the central city.

The survey investigated those elements of bicycle parking required by Portland's zoning code, by assessing:

- total number of off-street automobile and bicycle parking spaces;
- total number of covered off-street automobile and bicycle parking spaces;
- bicycle rack type;
- bicycle parking cover;
- bicycle rack visibility;
- signage for racks not readily visible; and
- rack location.

The main findings of the survey were:

1. Total bicycle parking amounts to only three percent of available off-street automobile parking (current city code calls for bicycle parking equal to five percent of available off-street automobile parking).
2. Two of every five bicycle racks (41 percent) are an inadequate type; bicycle parking meeting existing city code requirements amounts to only two percent of available off-street automobile parking.
3. Office buildings and retail businesses provide the least amount of bicycle parking, at only two to three percent of off-street automobile parking.
4. Municipal buildings provide the most bicycle parking at nine percent of off-street motor vehicle parking.
5. Over 88 percent of all addresses surveyed provided no bicycle parking.
6. Forty percent of the "covered" bicycle spaces still allowed bicycles to get wet in the rain.
7. Less than two percent of bicycle parking is adequate for long-term parking.
8. Most bicycle parking was clearly visible from the street (83 percent) and placed in a good location (82 percent). None was indicated by a sign and 13 percent was poorly placed; five percent was so poorly placed as to invite the theft of any bicycle parked there.

The Current State of End of Trip Facilities in Portland

(continued)

The results of this survey point to gross deficiencies in the availability of adequate bicycle parking outside the central city. Many existing racks violate city code because they do not protect a bicycle's wheels from damage or are poorly placed. When the racks do meet the letter of city code—as with the provision of cover—the intent of the code is often not realized.

These results also point to deficiencies in Portland's zoning code that need to be addressed to foster increased bicycle use. Deficiencies in the current code include:

- inadequate level of required bicycle parking;
- inadequate provision for long-term parking;
- no mechanism to provide bicycle parking for other than new development; and
- inadequate provisions for code enforcement.

A plan to address these deficiencies and hence achieve sufficient bicycle parking will be discussed later under "Objectives and Action Items."

Bicycle Parking at Primary, Middle and Secondary Schools

Two features characterize the present state of bicycle parking at schools: lack of and/or substandard racks and an environment that actively discourages students from cycling to school due to bicycle vandalism and/or theft and traffic problems near schools. Vandalism and theft are due, in part, to poor placement of bicycle racks plus inadequate locking devices and techniques used by students. The lack of adequate racks is a result of many factors, including the absence of a zoning code requirement prior to 1990, the lack of code enforcement, the lack of capital with which to purchase bicycle racks, a perceived lack of need in some cases, and a view on the part of some school administrators and parents that bicycle riding is a low priority and/or unsafe means of transportation.

There are approximately 68,000 students from five school districts with 110 schools within Portland's city limits. As of early 1995, the problems associated with bicycle riding to schools, including inadequate parking, had begun to be addressed at 20 schools by a coalition of school principals, the Community Cycling Center, the Bicycle Transportation Alliance, the City of Portland Bicycle Program, and volunteers. As of Summer 1995, this coalition was working to install 200 bicycle parking spaces at these participating schools and to initiate regular, escorted rides to each. In addition, the City's Traffic Calming Program has been installing traffic calming devices around schools on high traffic speed streets to increase safety.

Bicycle Parking at Other Institutions

Other institutions in Portland—primarily hospitals and colleges—have both long-term needs for employees and students, and short-term needs for visitors. Institutions are allowed to develop master plans that, in part, determine the amount of bicycle parkin they are to provide. For these listed institutions, the amount of parking provided meets or exceeds existing code requirements (see Table 4.2).

The Current State of End of Trip Facilities in Portland

(continued)

Bicycle Parking and the Transit System

To achieve a greater bicycle-transit link, three types of transit facilities need bicycle parking: light rail stations, transit centers, and park-and-ride lots. As of February 1996, within the City of Portland, there were four permanent park-and-ride lots owned by Tri-Met, two transit centers, and 15 light rail stations, six of which are outside the central city. Tri-Met leases park-and-ride space from a number of private entities to provide an additional seven park-and-ride lots within Portland's city limits.

Tri-Met, in conjunction with the City of Portland Bicycle Program, has installed and maintains a total of 24 bicycle lockers at four park-and-ride lots/light rail stations. Those stations are: Gateway, which is both a transit center and park-and-ride facility (eight bicycle lockers/eight rack spaces); 122nd Avenue (four bicycle lockers); and Barbur Boulevard (four bicycle lockers). Their occupancy averaged approximately 30 percent from July 1994 to January 1995. Tri-Met owns a fourth park-and-ride lot at Parkrose that presently has no bicycle lockers. Of the two other transit centers in Portland—Hollywood and Coliseum—the first has eight bicycle lockers and additional bicycle rack spaces, the latter has none.

Bicycle Parking at Multi-Family Residential Buildings

There are almost 2,500 multi-family residential complexes in Portland of five units or more, containing approximately 60,000 individual dwelling units (as of August 1994). No survey has been conducted to determine availability of short- and long-term bicycle parking at these facilities. It is assumed that the smallest complexes (those with five to nine units) have the best arrangements for long-term bicycle parking, and the largest complexes (those with 100+ units) have the worst. The other complexes will, as a group, fall on this continuum based on their size.[2]

Bicycle Parking at Special Events and Recreational Destinations

Many special events attract bicycle riders, including sporting events, festivals throughout the city, especially along Waterfront Park, and various trade shows. Over the past several years, some special events in Portland have had temporary, attended long-term bicycle parking. The event sponsors provide a fence-enclosed area, the City of Portland Bicycle Program provides wooden barricades to which bicycles are locked, and volunteers from the Bicycle Transportation Alliance staff these parking enclosures to guard against bicycle theft.

TABLE 4.2 **Bicycle Parking at Selected Institutions**

INSTITUTION	BICYCLE PARKING SPACES PROVIDED
Lewis and Clark College	355
Portland Community College/Sylvania	160
Portland Community College/Cascade	50
Portland State University	300
Kaiser Hospital	25
Legacy/Emanuel Hospital	87
Providence Hospital	58

The Current State of End of Trip Facilities in Portland

(continued)

Recreational destinations include the many city parks, community centers, pools, and other points of interest. All city parks and recreation facilities require some bicycle parking, especially where much of the park is inaccessible to bicycles, it is impractical to bicycle around, or there is an inside destination. In the Winter 1995, the Bicycle Program, together with the City's Bicycle Advisory Committee, began working with the Parks Department to assist in the provision and placement of bicycle parking. Some facilities listed below (Table 4.3) may already have adequate bicycle parking, or may have varying degrees of demand for bicycle parking, so the appropriate amount to provide will need to be determined.

Showers and Changing Facilities for Commuting Cyclists

As of Spring 1996, there existed three publicly-accessible facilities providing showers for commuting bicyclists: The Lloyd Athletic "Lockerbreak", a private co-op called "Bike Central", and a city sponsored "Bike Central" station at the YWCA downtown (described below).

Some commuting cyclists are served by showers and changing spaces at their workplaces. Some workplaces allow for the permanent storage of work clothing and provide secure bicycle parking. There is no existing zoning code in Portland requiring showers and changing space for cycling commuters.

As many as six additional shower, changing and bicycle parking facilities throughout the central city—Bike Central locations—are expected to open by the Summer of 1996. These facilities, like the YWCA, are planned as cooperative ventures between the City, athletic clubs and automobile parking providers, and will accommodate 250 commuters. However, the demand for such facilities in the downtown and Lloyd Districts is likely to be quite a bit higher.

Objectives and Action Items

The following section outlines the objectives, action items, benchmarks, and costs needed to bring bicycle end-of-trip facilities in Portland to levels adequate to serve present and future riders.

TABLE 4.3 **Needed Recreational Facility Parking Improvements**

COMMUNITY CENTERS	OTHER FACILITIES	POOLS
Fulton Park & Community Center	Crystal Springs Rhododendron Gardens	Abernethy
Hillsdale Community Center	Washington Park (all facilities)	Columbia
Montavilla Park Community Center	Willamette Park restrooms	Creston
Peninsula Park Community Center	Interstate Firehouse Cultural Center	Grant
Overlook Community Center	Metro Performing Arts—Rice	MLC
St. Johns Community Center	Portland Tennis Center	Pier
University Park Community Center	Metro Performing Arts—Laurelhurst	Wilson
Sellwood Community Center	Pittock Mansion	Woodlawn
Woodstock Community Center	Forest Park access points	Buckman

Objectives and Action Items

(continued)

Objective 6.12 D

Provide short- and long-term bicycle parking in commercial districts, along Main Streets, in employment centers and multifamily developments, at schools and colleges, industrial developments, special events, recreational areas, and transit facilities such as light rail stations and park-and-ride lots.

The basis for defining plentiful short- and long-term bicycle parking is the City's proposed zoning code for bicycle parking, the numbers for which are shown in Table 4.4. This code was proposed in the Spring of 1994 after over three years of committee work involving school officials, home builders, developers, business representatives, bicycle activists, other residents, and city staff. The proposed code has not been adopted as of this writing. The code proposal would also potentially add bicycle parking to the list of items that existing buildings must upgrade if reconstructing (with a maximum expenditure of ten percent of building costs, and only if the construction cost if greater that $10,000).

Commercial[3] Parking

Comparing the proposed bicycle parking code for commercial uses to the existing automobile parking code shows that on average, for every 100 required automobile parking spaces, approximately 12 bicycle parking spaces would be required.[4] The ratio between short- and long-term bicycle parking was determined by weighting the proposed code's requirements for short- and long-term bicycle parking by the actual number of spaces, by land-use type, assessed in the bicycle parking survey.

For commercial areas outside Portland's central city, an estimated 6,200 new or upgraded bicycle parking spaces will be needed. Of this total, 3,200 (59 percent) will be short-term spaces and 3,000 (41 percent) will be long-term.

The central city is generally doing well in terms of short-term bicycle parking. However, it is sorely in need of long-term parking to encourage more bicycle commuting. An estimated 4,500 long-term parking spaces will be required in the central city to service ten percent of the downtown commuters living within a five-mile radius.[5] This brings the total number of required spaces to 10,700, including approximately 7,500 long-term spaces and 3,200 short-term spaces.

Elementary, middle, and high schools

A total of approximately 4,300 bicycle parking spaces at Portland's schools will need to be implemented to comply with the proposed city code for bicycle parking.

Transit stations

Tri-Met has already achieved much of this objective. As explained in Section V, Tri-Met and the City of Portland Bicycle Program will be working cooperatively to increase parking availability to meet the growing demand. The action items related to this objective are discussed in Section V.

Objectives and Action Items

(continued)

Multi-family residential buildings

Using the proposed code requirement of one long-term bicycle parking space per four multi-family dwelling units, an estimated 11,325 long-term spaces should be installed over the 20-year implementation period. Additionally, an estimated 5,420 short-term parking spaces will be required, based on the assumption that there are essentially no short-term spaces at existing multi-family complexes.

OBJECTIVE 6.12 D BENCHMARKS (CUMULATIVE OVER TIME)

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
20 percent of required bicycle parking	40 percent of required bicycle parking	100 percent of required bicycle parking
Commercial parking		
636 short-term spaces	1,272 short-term spaces	3,181 short-term spaces
1,498 long-term spaces	2,997 long-term spaces	7,492 long-term spaces
School parking		
2,159 long-term spaces	3,238 long-term spaces	4,317 long-term spaces
Multi-family dwelling unit parking		
1,084 short-term spaces	2,168 short-term spaces	5,419 short-term spaces
2,265 long-term spaces	4,530 long-term spaces	11,325 long-term spaces
Special events and public recreational facilities parking		
All special events and public recreational facilities supply plentiful bicycle parking		

The benchmarks establish that approximately one-fifth of all required bicycle parking should be in place within the first five years following Master Plan adoption. Remaining required parking would be phased in over time. This proposed phased-in approach is based on the 1993 Bicycle Parking Task Force recommendations.

OBJECTIVE 6.12 D ACTION ITEMS

- Adopt proposed zoning code (as shown in Table 4.4), phased-in over time, including increasing number of spaces, increasing the amount of adequately covered spaces, and improving definitions for acceptable types and siting of racks (Responsible party: Planning Bureau, Bicycle Program, City Council).
- Adopt a code mechanism to force compliance with bicycle parking requirements in existing buildings that do not comply with the bicycle parking code. (Responsible party: Planning Commission, City Council).
- Proactively install short- and long-term bicycle parking in the public right-of-way (Responsible party: Bicycle Program).
- Consider offering no-cost long-term bicycle parking, such as bicycle lockers and other types of lockable enclosures. (Responsible party: Bicycle Program)
- Investigate the usability of short-term or day-use bicycle lockers. (Responsible party: Bicycle Program)

Objectives and Action Items

(continued)

TABLE 4.4 **Recommended Zoning Code Minimum Required Bicycle Parking Spaces**

BICYCLE PARKING*		
USE CATEGORIES	LONG TERM SPACES	SHORT TERM SPACES
Residential Categories		
Houshold Living		
Multi-Unit Dwellings	1 per dwelling unit	2, or 1 per 10 dwelling units
Multi-Unit Dwellings w/private garage	None	2, or 1 per 10 dwelling units
Retirement Center Apartments	1 per 4 dwelling units	———
Group Living	2, or 1 per 10 residents	None
Commercial Categories		
Retail Sales & Service	2, or 1 per 8,000 ft2 floor area	2, or 1 per 5,000 ft2 floor area
Office	2, or 1 per 3,000 ft2 floor area	2, or 1 per 10,000 ft2 floor area
Quick Vehicle Servicing	2, or 1 per 3,500 ft2 floor area	None
Vehicle Repair	2, or 1 per 5,000 ft2 floor area	None
Commercial Parking Facilities	10, or 1 per 20 auto spaces	None
Commercial Outdoor Recreation	10, or 1 per 20 auto spaces	None
Major Event Entertainment	10, or 1 per 40 seats or per CU review	None
Industrial Categories		
Manufacturing	2, or 1 per 7,500 ft2 floor area	None
Warehousing	2, or 1 per 20,000 ft2 floor area	None
Institutional Categories		
Light Rail Stations and Transit Centers (Outside of the Central City Plan District)	8	None
Park and Ride Lots	10, or 5 per acre	None
Community Service	2, or 1 per 6,000 ft2 floor area	2, or 1 per 5,000 ft2 floor area
Essential Service Providers		
Transit Transfer Centers	4, or 10 per acre	
Schools		
High Schools	4 per classroom	None
Middle Schools	2 per classroom	None
Elementary Schools	2 per 4th & 5th grade classroom or per CU or IMP review**	None
Colleges	2, or 1 per 20,000 ft2 floor area, exclusive of dormitories and structured parking, plus 1 per dormitory unit, or per CU review	None
Medical Centers	2, or 1 per 7,000 ft2 floor areaor per CU or IMP review	2, or 1 per 20,000 ft2 floor area or per CU or IMP review
Religious Institutions	2, or 1 per 2,000 ft2 floor area	2, or 1 per 2,000 ft2 floor area
Daycare Uses	2, or 1 per 10,000 ft2 floor area	None
Parks & Open Areas	per CU review	per CU review
Other Categories		
Agriculture	None	None
Aviation Facilities, Detention Facilities	per CU review	per CU review
Mining, Radio and TV Towers, Utility Corridors	None	None

* Note: Wherever this table indicates some number of spaces or a ratio, whichever will result in the greater number of spaces will apply.

** Institutional Master Plan Reciew Schools can request an adjustment through Conditional Use.

Objectives and Action Items

(continued)

- Work with private automobile parking providers to create supervised, for-pay, long-term bicycle parking spaces as an expansion of the supervised parking provided as part of the Bike Central program (Responsible party: Bicycle Program).
- Work with Portland colleges and universities to promote bicycle commuting and to assist in purchasing and siting long- and short-term bicycle parking (Responsible parties: Bicycle Program, area colleges and universities)
- Encourage innovative bicycle parking facility designs, such as covered bicycle sheds in existing motor vehicle parking spaces or at neckdown intersections (Responsible party: Bicycle Program)
- Install bicycle racks to bring all elementary, middle, and high schools up to code requirements. (Responsible party: Area schools, Bicycle Program, private sponsors).
- Establish a program to assist multi-family dwelling complex owners in purchasing and siting long-term bicycle parking (Responsible party: Bicycle Program, multi-family dwelling complex owners).
- Work with community bicycle organizations to create permanent relationships for provision of temporary, long-term bicycle parking at special events (Responsible party: Bicycle Program, Bicycle Transportation Alliance, events sponsors).
- Work with Portland Parks Bureau to provide short- and long-term bicycle parking at recreational destination "attractors" requiring bicycle parking, beginning with the facilities listed in Table 4.3 (Responsible parties: Bicycle Program, Parks Bureau).

OBJECTIVE 6.12 D COSTS

A summary of the estimated costs for bicycle parking installation is shown in Table 4.5.

For most uses, short-term spaces are estimated to cost $60 per space; this cost can vary from as little as $25 for a hanging rack to more than $100 per space for certain rack types. Long-term spaces are estimated at $600 per space; though bicycle lockers usually cost more than $600, the average cost of long-term spaces will be lower as many businesses can provide less expensive long-term bicycle parking (i.e., dedicated rooms with bicycle racks, supervised parking with less-expensive racks, etc.).[6]

Estimated overall costs for installing an estimated 10,700 additional bicycle parking spaces over the 20-year period for commercial districts, main streets, employment centers, industrial developments, and higher education institutions will be $4.8 million in current dollars, split between the public (11 percent) and private sectors (89 percent).

At schools, the City is currently working to install 200 bicycle parking spaces at 20 participating schools, at $60 per space. However, considering the cost of

Objectives and Action Items

(continued)

installing cover, a cost estimate of $150 per space to provide long-term bicycle parking at schools is used.[7]

The public sector will likely bear all costs for bicycle parking installation at the public schools, by either the City of Portland Bicycle Program, or by the five Portland school districts. Private sponsors may be sought to help defray these costs. The total cost of $648,000 works out to an average cost of $420 per classroom served ($21 per classroom per year over the 20-year period).

For multifamily dwellings, the total cost over the 20-year period is estimated to be $325,150 for 5,420 short-term and $6.8 million for 11,325 long-term spaces. The private sector will bear the lion's share at $7 million (98 percent of total costs). This will amount to an estimated cost of $150 per unit served over the 20-year period, $8 per unit per year, or $0.65 per unit per month over the 20-year period.

TABLE 4.5 **Bicycle Parking Spaces and Costs**

YEARS FROM START	5	10	20	TOTAL
PERCENT OF REQUIREMENTS	20%	40%	100%	
Commercial				
Total Short-Term	636	1,272	3,181	3,181
Total Long-Term	1,498	2,997	7,492	7,492
Additional Short-Term	$38,172	$38,172	$114,517	$190,861
Additional Long-Term	$989,050	$899,050	$2,697,151	$4,585,251
TOTAL COSTS	$1,027,222	$937,222	$2,811,667	$4,776,112
Public Installation				
Short-Term	636	2,136	4,045	4,045
Long-Term	450	450	450	450
Private Installation				
Short-Term	0	0	0	0
Long-Term	1,048	2,547	7,042	7,042
COSTS				
Public Sector	$398,172	$90,000	$114,517	$602,689
Private Sector	$629,050	$899,050	$2,697,151	$4,225,251
Schools				
Total Long-Term	2,159	3,238	4,317	4,317
TOTAL COSTS	$323,810	$161,905	$161,905	$647,620
Multi-family dwelling complexes				
Total Short-Term	1,084	2,168	5,419	5,419
Total Long-Term	2,265	4,530	11,325	11,325
Additional Short-Term	$65,030	$65,030	$195,089	$325,149
Additional Long-Term	$1,358,993	$1,358,993	$4,076,978	$6,794,963
TOTAL COSTS	$1,424,022	$1,424,022	$4,272,067	$7,120,112
Public Installation				
Short-Term	864	864	4,115	4,115
Long-Term	0	0	0	0
Private Installation				
Short-Term	220	1,304	1,304	1,304
Long-Term	2,265	4,530	11,325	11,325
COSTS				
Public Sector	$0	$0	$195,089	$246,917
Private Sector	$1,372,194	$1,424,022	$4,076,978	$6,873,194

Objectives and Action Items

(continued)

Objective 6.12 E

Provide showers and changing facilities for commuting cyclists. Support development of such facilities in commercial buildings and at "Bike Central" locations.

OBJECTIVE 6.12 E BENCHMARKS

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
Accommodate 250 commuters at the Downtown and Lloyd districts "Bike Central" locations	Showers and changing facilities available to all commuting cyclists needing such accommodations	

OBJECTIVE 6.12 E ACTION ITEMS

- Work with private business transportation coordinators and business owners to promote bicycle commuting (Responsible parties: Bicycle Program, DEQ Air Quality Division, businesses).
- Create "bonus" provisions in the city code to encourage developers of larger properties to provide showers, changing space and bicycle parking above the minimum requirements (Responsible party: Planning Bureau, City Council).[8]
- Recruit additional health, athletic and fitness clubs to participate in the Bike Central program (Responsible parties: Bicycle Program, athletic and fitness clubs).
- Establish commuter facilities, providing a minimum of secure parking, showers, and changing rooms in private work places (Responsible parties: Bicycle Program, health clubs, parking providers).

OBJECTIVE 6.12 E COSTS

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
$350,000 for "Bike Central" facilities	Not yet determined	Not yet determined

Endnotes

[1] The idea here is to provide enough parking so that cyclists can always find a parking space. Direct observation of bicycle parking during peak times at the peak season is how demand is measured.

[2] This assumption is based on the notion that smaller buildings will generally permit easier access for tenants to carry bicycles into their dwelling units. For example, residents on the upper floors of a large multi-family dwelling complex will be hard-pressed to carry a bicycle to their unit, especially if it is not allowed through a lobby and onto an elevator, which is often the case. The same resident in a smaller building will generally need to carry a bicycle up, at most, four to five floors.

[3] "Commercial," as used here, refers to Commercial Districts, Main Streets, and Employment Centers.

[4] Portland's 20-year goal is to increase bicycle transportation to ten percent of modal share for all trips. The 12:100 ratio of bicycle parking to off-street automobile parking (equivalent to 12 percent) represents the average ratio across land uses of proposed minimum required bicycle parking (both long-term and short-term as detailed in Table 4.4) to minimum required off-street automobile parking (as defined in Title 33 of Portland's zoning code). This ratio allows sufficient bicycle parking at any one location to service maximum demand periods, which can easily exceed ten percent of available automobile parking. Second, on-street automobile parking is not considered in this equation. Third, code-required minimum off-street automobile parking has been, and will continue to decrease in conjunction with the region's desire to reduce automobile use; bicycle parking, which will be tied to land uses and floor space, will continue to increase as a percentage of off-street automobile parking.

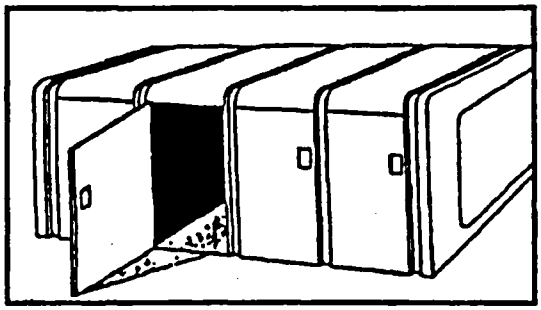
[5] The Bike Central Draft Plan, available from the City's Bicycle Program, includes an estimate of 37,500 downtown commuters who live within a five-mile radius. Ten percent is the target modal share for bicycles for all trips.

[6] The total cost of creating an additional 6,200 parking spaces in sectors outside the central city is estimated to be $2 million current dollars over the 20 year period. The total cost of creating an additional 4,500 bicycle parking spaces in the central city is estimated to be $2.7 million current dollars over the 20-year period.

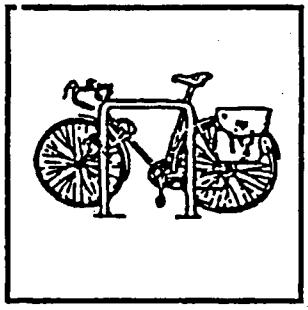
[7] Proposed city code defines long-term bicycle parking facilities at schools as standard racks that are covered as bicycle lockers are simply too costly and not the best option for most schools. Actually building rack cover costs approximately $200 per space; however, based on the experience of placing bicycle racks in school for the past year, it is estimated that half of school bicycle parking will make use of existing cover, reducing average cover cost to $100 per space. Therefore, a cost estimate of $150 per space was used ($50 per rack space and $100 average cost per space to cover).

[8] This concept has been adopted as part of the City of Eugene's zoning code.

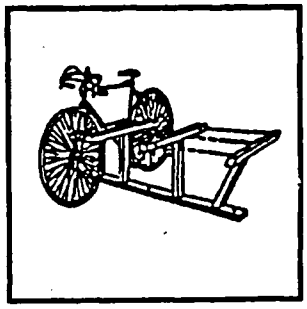
FIGURE 4.1 **Common Bicycle Parking Racks**



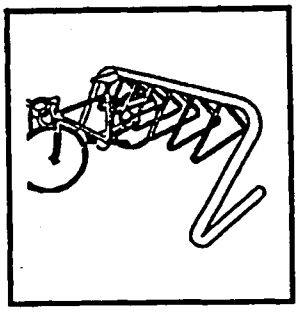
Bicycle Locker



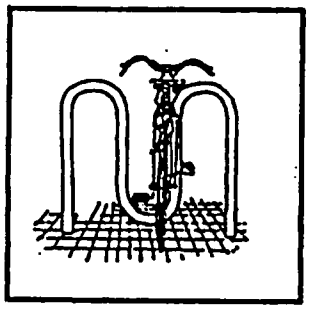
Bike Rail



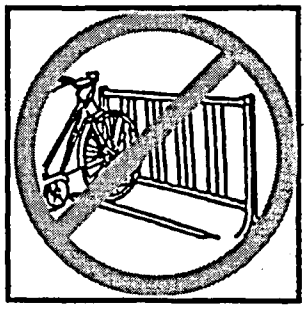
3-pt. Locking



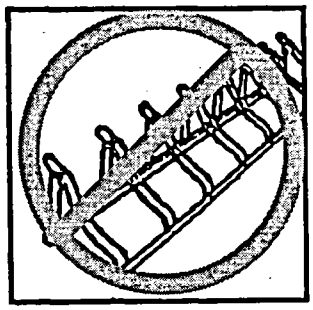
Freestanding



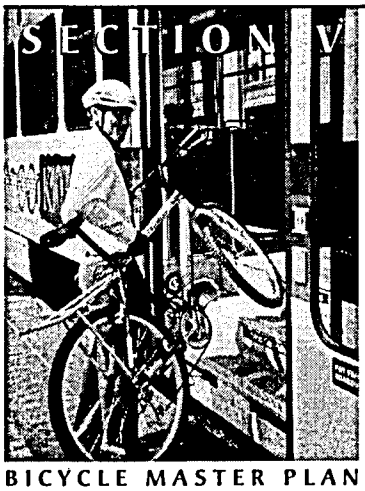
Ribbon Rack



Traditional
(SUBSTANDARD)



Wheelholder
(SUBSTANDARD)



BICYCLE MASTER PLAN

Bicycles and Transit

Introduction

Tri-Met, Portland's mass transit agency, manages most of the aspects related to bicycle-transit integration. Tri-Met provides bicycle parking at transit stations and Tri-Met-owned park-and-ride lots. Tri-Met also created and administers the bicycles-on-transit program, which allows bicycles to be carried on-board MAX and via racks on Tri-Met buses. The City's Bicycle Program joins with Tri-Met in these efforts by promoting bicycle-transit services, providing bikeways to transit stations, and administering bicycle locker rentals.

This section is written with the cooperation of Tri-Met, and is intended to establish action items toward which the City of Portland Bicycle Program and Tri-Met will jointly work to achieve.

Improving the Bicycle-Transit Link

Improving the bicycle-transit link is an important part of making bicycling a part of daily life in Portland. Linking bicycles with mass transit (both bus and rail) overcomes such barriers as lengthy trips, personal security concerns, and riding at night, in poor weather, or up hills. This link also enables bicyclists to reach more distant areas and increases transit ridership on weekends and midday.

The bicycle-transit link can also make access to transit less expensive. In suburban communities, population densities are often too low to offer transit service within walking distance (one-quarter mile) of every commuter. Within the last twenty years, many transit agencies have built expansive motor vehicle park-and-rides as an alternative to costly feeder bus service. But as cities fight to maintain air quality and transit agencies tighten their budgets further, the concept of park-and-rides and "kiss-and-rides" is being re-examined. Many of the auto trips to park-and-rides are less than two miles—an easy bicycling distance. Bicycling to transit instead of driving benefits communities by reducing taxpayer costs, air pollution, demand for park-and-ride land, energy consumption and traffic congestion with relatively low cost investments.

There are four main components of bicycle-transit integration:

- allowing bicycles on transit;
- offering bicycle parking at transit locations;
- improving bikeways to transit; and
- encouraging usage of bicycle and transit programs.

Current State of Bicycles and Transit

In the United States, Portland has been in the forefront of the move to integrate bicycling with transit ridership. Bikes-on-Tri-Met has had success by implementing the following:

- bicycle accessibility on all buses and light rail cars
- bicycle lockers at most park-and-rides and some transit centers; and
- an aggressive bicycles-on-transit marketing strategy

A brief description of the bicycle and transit programs implemented by Tri-Met and the Bicycle Program follows. For details on the bikeway network (Bicycling to Transit) see Section III. For details on the end-of-trip facilities (Bicycle Parking at Transit) see Section IV. For details on the encouragement and education efforts, see Section VI.

Bicycling to Transit

Local and national surveys show that the biggest barrier to more frequent cycling, in general, is a lack of bikeways.[1] Traditionally, transit stations have not been viewed as major destinations for bicyclists; thus few safe and convenient bikeways from neighborhoods to transit stations have been developed. Such bikeways, along with secure bicycle parking at transit stations and bicycles-on-transit, are the keys to attracting bicycle commuters to transit from suburban and urban communities.

The City of Portland plans to improve the availability of bikeways to transit. Section III outlines the proposed network of bikeways that will serve transit stations as major destinations. In addition, Metro, the regional government entity, is working to encourage mixed-use developments around transit and better bikeway planning around transit locations throughout the region. Planning and implementing bicycle-to-transit routes is clearly an area of opportunity for Portland in the future.

Bicycle Parking at Transit

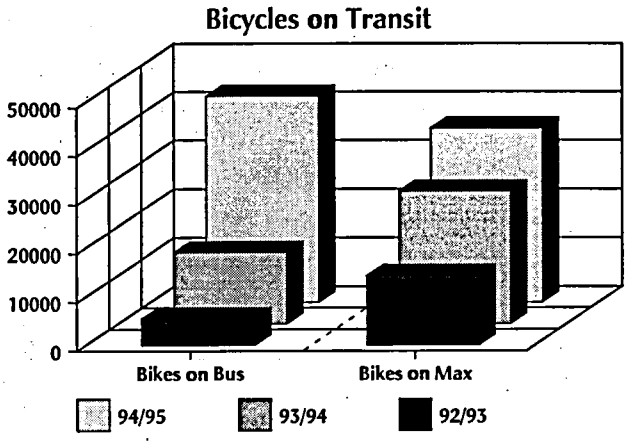
The second component of promoting bicycle-transit integration is secure bicycle parking at transit stations. At Portland metro-area transit stations (both bus and light rail), Tri-Met has added bicycle parking to meet the growing demand. It has provided between four and eight bicycle lockers at seven MAX light rail stations, one bus transit center, and three bus park-and-rides. A few light rail stations have bicycle racks. On average, close to 40 percent of the lockers are rent-

Current State of Bicycles and Transit

(continued)

ed (Table 5.1); usage is higher in summer months than in winter. Usage will likely increase in the future as bikeways are improved and potential users become more aware of locker availability. Indeed, according to a survey of Bikes-on-Tri-Met permit holders, seventy percent would park their bicycles at a park-and-ride lot or transit center if secure parking was available. Although automobile parking is free at all Portland-area park-and-ride lots (all lots are unattended), most cyclists were willing to pay a locker fee to guarantee the safety of their bicycles.

FIGURE 5.1 **Bicycles on Transit**



The Westside MAX park-and-ride stations under construction in 1995-7 will implement bicycle parking at a ratio of five percent of auto parking spaces. The amount of future locker installations will depend on local jurisdictional zoning requirements, most of which also place bicycle parking at about five percent of auto parking. Tri-Met is investigating limited access bicycle parking rooms as an alternative to lockers in structured parking garages.

Bicycles on Transit

Tri-Met has been a national leader in promoting bicycles on the transit system. In July 1992, at the request of 5000 residents organized by the Bicycle Transportation Alliance, Tri-Met initiated a bicycles-on-transit program allowing cyclists to bring their bicycles on board MAX and use front-mounted bus racks. During fiscal year 1994/95 (July 1, 1994 to June 30, 1995), more than 35,400 people took their bicycles on MAX, an average of 97 per riders day. During the same period, 42,700 bicycles on bus trips were made averaging more than six trips per permit holder (see Figure 5.1). This increase is due, in part, to the increasing numbers of buses with the front-mounted rack, as

TABLE 5.1 **Existing Bicycle Locker Rentals**

LOCATION	AVERAGE # OF LOCKERS RENTED JULY-DEC 94	TOTAL LOCKERS AVAILABLE
Max Stations:		
Cleveland Avenue	2.6	4
Gresham Central	1	4
Gresham City Hall	.5	4
181st Ave.	1.3	4
122nd Ave.	.16	4
Gateway	2.3	8
Hollywood Transit Center	5	8
Others:		
Beaverton Transit Center	4.5	8
TV Hwy—West Beaverton Park & Ride	3	4
Barbur Blvd Transit Center	0	4
Tualatin Park & Ride	0	4
Total	20.36	56

Current State of Bicycles and Transit

(continued)

well as to Tri-Met's promotional efforts. As of February 1995, all buses were outfitted with the bicycle racks.

The program's regulations are as follows:

- Bicycles are allowed on light rail cars at all hours except weekday rush hours. Six bicycles are allowed on each two-car train; two on a one-car train.
- Bicycles are allowed at all hours on the front-mounted bus racks.
- Bicyclists must purchase a $5 permit, watch a short instructional video, and demonstrate that they can use the bicycle racks. To load their bicycles, bicyclists must show the permit to bus drivers and have it available on MAX. Over 6,300 permits have been sold to date. According to a Tri-Met survey, most permit holders feel that the amount of instruction given was adequate and useful.

TABLE 5.2 **Permit Sales for Tri-Met Bicycles on Transit**

BICYCLES ON TRI-MET PERMITS	1994/95	1993/94	1992/93
# of Permits Sold	4,848*	2,758	1,349

* Includes permit renewals

There have been very few reported problems with the bus-bicycle system. Bus drivers report minimal delays and minor technical problems, and bicyclists are overwhelmingly positive about the system.

Tri-Met has been working to improve the bicycles-on-transit system in response to cyclists' comments. For example, while initially cyclists were required to stand with their bicycles on MAX, Tri-Met now allows them to strap their bicycle to the hand-rest bar and sit if seats are available. Tri-Met is also considering relaxing and/or eliminating the peak-hour restrictions on MAX, as well as eliminating the permit system. Tri-Met has already worked to make the permit process more convenient by offering the permits through bicycle shops.

Encouragement and Education Efforts for Bicycles and Transit

Tri-Met is present at many of the bicycle-related special events in Portland encouraging bicyclists to use the existing facilities and educating new riders on the benefits of linking bicycle and transit trips. Tri-Met also has instituted a "Bicycle Buddy" program. This is a computerized matching service that matches a bicyclist with someone who lives and works near them and who would like to bike to work. Tri-Met also advertises the availability of transit-bicycle services through newspapers and bus ads.

Objectives and Action Items

Objective 6.12 F

Increase the number of bicycle-transit trips.

Increasing the number of bicycle-transit trips will improve the bicycle mode share as well as Tri-Met's ridership. However, Tri-Met must also consider operational efficiency and safety as high priorities. Given the number of buses and light rail lines anticipated to be in operation over the next 20 years and considering the time delays of increased bicycle-on-transit usage, Tri-Met anticipates being able to handle an increase in the numbers of bicycles on transit. However, the actual projected numbers are unavailable at this time.

OBJECTIVE 6.12 F BENCHMARKS:

No benchmarks; Tri-Met has not developed a long-range bicycle/transit plan.

OBJECTIVE 6.12 F ACTION ITEMS:

- Support and promote Tri-Met's Bicycles-on-Tri-Met program.

Tri-Met's Bicycles-on-Tri-Met Program has been a tremendous success. The City should continue to offer Tri-Met its support, while promoting Tri-Met's bicycle services at every turn. The City should distribute Tri-Met's brochures at all public gatherings and actively promote Tri-Met's programs.

- Assist Tri-Met in providing and promoting long-term parking in the transit system to encourage bicycle use.

The City should continue to work with Tri-Met to provide and promote the existing bicycle lockers at transit stations and park-and-ride lots. Tri-Met will provide bicycle parking to meet Zoning Code requirements (Table 4.2, Section IV) and will increase bicycle parking as demand rises. The City should continue to administer Tri-Met's bicycle lockers and work with Tri-Met to provide monthly and day-use long-term bicycle parking at park-and-ride lots leased by Tri-Met as demand rises.

OBJECTIVE 6.12 F COSTS

The costs of increasing the amount of bicycle-transit trips include providing bicycle racks on all new buses, administering and promoting the Bicycles-on-Tri-Met program, and adding bicycle parking spaces. As most of these costs will be borne by Tri-Met, no cost estimates will be made here.

Contact Tri-Met at 239-3044 for more information.

Endnotes

[1] Bicycle Facility Preference Survey, Portland, Spring, 1994. "A Trend on the Move: Commuting by Bicycle," Bicycling Magazine, 1991.

BICYCLE MASTER PLAN

Education and Encouragement

Introduction

Education is an important element in increasing bicycling while also improving safety. People often assume that as cycling increases, so will the number of crashes. This need not be the case as has been demonstrated in other cities. Probably the most effective way to improve the safety of cycling is simply to improve the quality of Portland's bikeway facilities, as has been described in previous chapters. For example, bicycle lanes result in less competition for road space between bicycles and motor vehicles, while bicycle boulevards mean lower motor vehicle speeds and volumes. However, bikeways cannot do it alone; there is also a need for proper *education* of both youth and adult cyclists and motorists.

The word "education" has many different facets when it comes to bicycling. This section will address these three education components:

- Developing safe cycling skills in children;
- Teaching adult cyclists their rights and responsibilities; and
- Teaching motorists how to more effectively share the road with cyclists.

Education goes hand-in-hand with *encouragement* to increase cycling; together they improve skills and raise awareness. For example, a bicycle commute day encourages more people to ride for transportation purposes, but it also teaches urban riding skills and the importance of wearing a helmet. Teaching children cycling skills and the importance of wearing a helmet builds confidence as riders and encourages them to ride more both as children and future adults. Encouragement includes such measures as:

- Providing a bikeway network, end-of-trip facilities, and bicycle-transit services as has been discussed in Sections III, IV, and V.
- Holding encouragement events, such as bicycle commute days, business challenges (Eugene), BikeFest (Portland), Bicycle in the Rain Day (Portland), BikeWeek (Boulder), and mass bicycle rides (Montreal, Seattle).
- Providing incentives, such as cash bonuses, discounts at shops for cycling there or advocacy group membership, and other nonfinancial incentives.
- Providing information and/or maps with recommended cycling routes, end-of-trip facilities, bicycles-on-transit services, education programs, and other bicycle related activities.

Introduction

(continued)

In addition, the greater the presence of cyclists on the road, the more aware motorists will become; over time both should gain comfort around each other and do a better job sharing the road. Because education and encouragement work so closely together, this section addresses both.

Bicycle-Motor Vehicle Crash Information

Many potential bicyclists cite the fear of traffic as their main objection to riding a bicycle on urban streets. The City can help alleviate this fear by providing good bikeway facilities. However, many concerns about cycling's level of danger are based on misconceptions.

MISCONCEPTION #1 *Most bicycle crashes involve an automobile.*

In fact, the vast majority of bicycle crashes do not involve a motor vehicle; rather, 65 to 85 percent of all bicycle crashes involve falls or collisions with stationary objects, other cyclists, or pedestrians. Approximately 150 bicycle-motor vehicle crashes per year are reported in Portland, with the number of crashes decreasing since 1987 and leveling off since 1990 (Figure 6.1 and Bicycle-Motor Vehicle Crash Location Map).

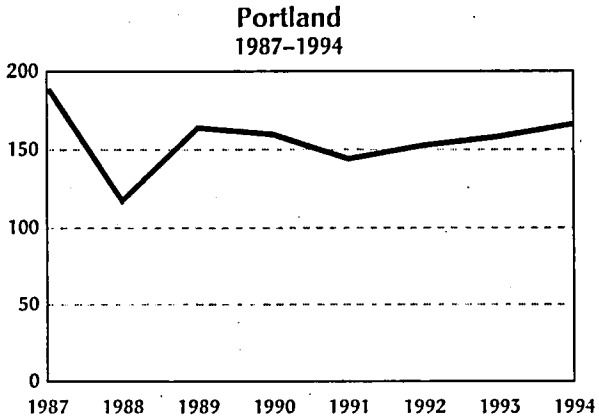
MISCONCEPTION #2 *A crash between a cyclist and a motor vehicle driver will inevitably be fatal.*

In fact, death of a bicyclist occurs in only two percent of all bicycle-motor vehicle crashes in Portland. According to recent studies, wearing a helmet can reduce the risk of serious head injury by as much as 85 percent.

MISCONCEPTION #3 *Bicyclists are often hit from behind.*

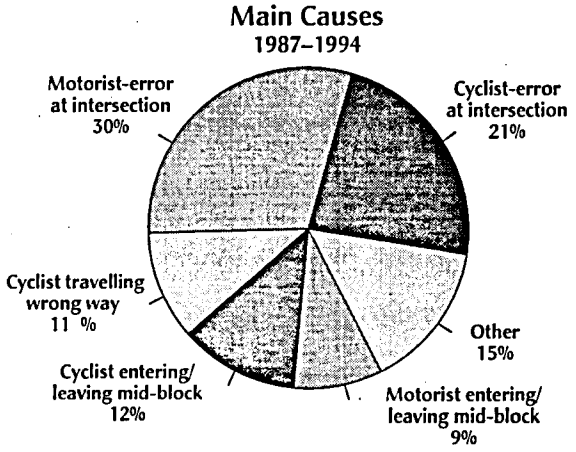
In fact, bicycles are hit from behind in only two percent of bicycle-motor vehicle crashes in Portland.

FIGURE 6.1 **Number of Bicycle - Motor Vehicle Crashes**



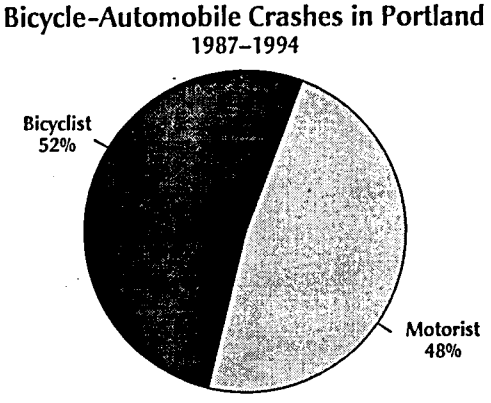
Source: Oregon Department of Transportation Bicycle-Motor Vehicle Crash Summaries, 1987–1994.

FIGURE 6.2 **Bicycle - Motor Vehicle Crashes**



Source: Oregon Department of Transportation Bicycle-Motor Vehicle Crash Summaries, 1987–1994.

FIGURE 6.3 **Presumption of Fault**



Source: Oregon Department of Transportation Bicycle-Motor Vehicle Crash Summaries, 1987–1994.

The main causes of crashes (Figure 6.2) are:

- Motorists or bicyclists failing to yield at an intersection (30 percent and 23 percent, respectively). Crashes at intersections are typically caused by one or both parties disregarding a sign or signal or failing to yield right-of-way.
- Bicyclists traveling against the flow of traffic (11 percent). Wrong-way riding is equally a problem in Portland as in the rest of the state and involves adult and youth cyclists in similar proportions.
- Bicyclists or motorists entering or leaving mid-block (12 percent and 9 percent, respectively).

Those injured in this type of crash are primarily young bicyclists (67 percent under the age 16) who are most often responsible for crashes due to disregard or ignorance of the law.

MISCONCEPTION #4 *Motorists are always at fault in crashes. Or Bicyclists are always at fault in crashes.*

In fact, on an average from 1987 to 1993, bicyclists were at fault in about 52 percent of crashes, motorists at 48 percent (Figure 6.3). At intersections, where 53 percent of all bicycle-motor vehicle crashes in Portland occur, motorists and bicyclists also share similar levels of blame (56 percent versus 44 percent, respectively).

MISCONCEPTION #5 *There will be increasing numbers of conflicts as more bicyclists take to the road.*

In fact, the yearly trend (Figure 6.1) shows that the number of bicycle-motor vehicle crashes appears to be leveling off even though the number of cyclists has more than tripled in the last 10 years. As bicyclists become an increasingly visible and accepted presence on the road and as roadway design incorporates more bikeway facilities, there will likely be greater awareness among motorists of bicyclists' rights. Also, with education, encouragement, and implementation of more bikeway facilities, cyclists' behavior can be expected to improve.

Consistent Messages to Teach

With better education, cycling can become safer. Both motorists and cyclists need to do their part to make cycling safer and more attractive.

Youth bicyclists

School children are most effectively reached when an action-oriented teaching approach and a repetitive practice process are coupled with awards and incentives. Awards and incentives can consist of certificates of completion or bicycle/pedestrian licenses, free or reduced-cost bicycle helmets and other accessories, or discount coupons for area bicycle shops.

Consistent Messages to Teach

(continued)

To reach the most children, it is important to work closely with schools to insure that school-age children are receiving an age-appropriate bicycle safety message and are learning skills that will help them function safely on the public right-of-way. The following messages should be consistently taught:

- **Wear a helmet.** In the event of a bicycle crash, wearing a helmet reduces the risk of serious head injury by up to 85% when wearing a helmet. It could save your life.
- **Obey all traffic laws.** Bicyclists have the same rights, and consequently the same responsibilities as motorists.
- **Look both ways before crossing streets.**
- **Always ride with the flow of traffic.**
- **Be predictable.** Always signal your intentions.
- **Be visible.** Wear light-colored clothing and bright or reflective clothing and always use a front light and rear reflectors at night.
- In addition, very young children (seven or less) should ride with supervision.

Adult bicyclists

Adult bicyclists fall into several different categories of riders. Some adults are comfortable riding on busy streets and mixing with traffic while others prefer quieter streets or off-street paths. There are adults who ride a bicycle only a few times a year and those who ride often but primarily for recreation. Finally, some ride for their profession, such as bicycle police or messengers. Each type of cyclist has their own concerns and philosophy about how bicycles fit into the transportation system. Education and encouragement efforts must recognize this and tailor messages to each group.

It is also important to reach as wide a range of bicyclists as possible. Since adults do not often group together as a captive audience as school children do, it is important to offer a wide range of opportunities to improve their knowledge and skills related to bicycling. The following messages should be consistently taught:

- **Be alert.** Watch for other users and sudden behavior changes. Also, pay careful attention to potential road hazards, such as potholes and gravel. Adjust speed to maintain control of the bicycle.
- **Obey all traffic laws.** Though it is tempting to run through traffic signals and stop signs, do not do it. Bicyclists have the same rights, and consequently the same responsibilities as motorists. Disobeying traffic laws gives cyclists a bad reputation and is potentially dangerous.
- **Always ride with the flow of traffic.** Ride where motorists and others expect cyclists, and never against traffic.
- **Be predictable.** Signal your turns, do not weave in and out of traffic, and stay as far to the right as is practicable, except when:

Consistent Messages to Teach

(continued)

  - traveling the same speed as traffic (as in downtown)
  - avoiding hazardous conditions
  - preparing to make a left turn, passing another vehicle or using a one-way street (in which case riding alongside the left curb is permitted)
  - the roadway is too narrow for a bicycle and a motor vehicle to travel safely side by side
  - riding alongside another cyclist in a manner that does not impede the normal movement of traffic
- **Be visible.** Wear light-colored, bright or reflective clothing and use front lights and rear reflectors or lights at night.
- **Wear a helmet.**
- **Stay off sidewalks, whenever possible.** In Oregon, bicycles are legally classified as vehicles and should behave as such. Unless specifically signed for shared use, as on bridge sidewalks or off-street paths, sidewalks are intended for use by pedestrians, not cyclists. When using sidewalks, bicyclists are required to warn pedestrians audibly when passing (verbally or by use of a bell), yield the right-of-way in conflict situations, and travel at a walking speed at driveways and intersections when a motor vehicle is approaching. Remember, motorists are not expecting cyclists coming at them at driveways or approaches.
- **Do not drink alcohol and ride.** You are operating a vehicle. Take it seriously.

For further information about cyclists' rights and responsibilities as road users, see Appendix B, Summary of Bicycle-related Laws.

Motorists

The goal in educating motorists is to foster a broad and general public awareness and respect for bicycling. Many motorists are already occasional or regular cyclists themselves in some capacity, and can be encouraged to ride more often. All motorists should be taught good driving behavior and information about cyclist behavior to help improve safety.

- **Be alert.** Watch for other users and sudden behavior changes. Pay attention especially at intersections.
- **Obey all traffic laws.** What would amount to a minor fender bender between two motor vehicles could be a serious injury for a cyclist in a bicycle-motor vehicle crash. Also, driving the speed limit and coming to a full stop at red lights creates a safer environment for all.
- **Be predictable.** Signal your turns well before an intersection. The law requires use of turn signals in advance of intersections, and cyclists depend on turn signals to judge where to be.
- **Be patient.** Cyclists have a right to travel on every road except limited access freeways. Passing bicyclists just before a stop light or sign creates an atmosphere of unnecessary hostility.

Consistent Messages to Teach

(continued)

- **Do not honk unless necessary.** Cyclists can hear and see motor vehicles; honking simply jars their nerves.
- **Give room.** Cyclists have to react to hazards that a motorist may not see (e.g., glass, storm grates, dogs, car doors). Follow and pass at a safe distance.

If everyone were to behave according to these principles, bicycle-motor vehicle crashes would decrease rapidly, as would many other types of crashes.

Current State of Educational and Encouragement Efforts in Portland

There are many educational efforts underway in Portland. Some of the more noteworthy are described below and summarized in Table 6.1.

The Bicycle Advisory Committee (BAC) is a group of residents who advise the City on all matters related to bicycles. The 18 member BAC is appointed by City Council and meets monthly to examine, discuss, and make recommendations on projects and other bicycle-related activities. BAC meetings are open to the public.

The Bicycle Transportation Alliance (BTA) is an advocacy group that promotes bicycling in Portland and the state of Oregon. BTA maintains an influential voice for cyclists on local and state transportation issues to advocate for more bikeways, end-trip facilities and sustainable community planning. Education and encouragement projects include: a Bicyclists' Legal Clinic that helps bicyclists become self-advocates; a Bicycle Commuter Workshop offered to employers and organizations to encourage bicycle commuting. Public awareness projects include producing a four-color poster and organizing May Bike Month events to increase the interest in bicycle transportation and bicycle safety education.

The City of Portland Bicycle Program is a Portland Office of Transportation program that works to make bicycling a more attractive transportation choice by planning, implementing, and maintaining a network of bikeways, providing long- and short-term bicycle parking, and educating people about the benefits of bicycling as a means of transportation. An informational brochure, available at local bicycle shops, community events, and upon request, outlines: how the Bicycle Program functions, the many positive benefits of bicycling, laws and safety tips for bicyclists, and resources available to those who need information or who want to get involved in creating a better transportation future for Portland. A free Portland bikeways map is inserted in the brochure. The Bicycle Program also collaborates to sponsor promotional events throughout the year, such as Bicycle Commute Day, Bicycle in the Rain Day, and BikeFest.

The Community Cycling Center is a community-based youth center. Its mission is to teach youth and adults bicycle safety and mechanics to bring them the associated benefits of education, health, transportation, and job skills. The Center runs a variety of programs including after-school and to-and-from school escorted small group rides, Learn-A-Bike (youth earn a bicycle by completing a basic repair, riding, and security skills course), adult repair classes, vocational education for young adults (ages 16 to 20), and community repair services.

Current State of Educational and Encouragement Efforts in Portland

(continued)

Kaiser Permanente is a health maintenance organization that has distributed more than 1,000 free helmets to low-income youth in North Portland and has sold reduced-cost helmets to other organizations, such as the Portland Wheelmen Touring Club and the City of Portland for further distribution. A traveling education show called "Professor Body Wise" educates school children on day-to-day safety, including bicycle safety.

Portland Kids on the Move is a traffic safety curriculum produced by the City of Portland's Bureau of Traffic Management, Portland Public Schools, and a group of advisors for kindergarten through fifth grade. The curriculum has two primary goals: instruct children in basic pedestrian, bicycle, and motor vehicle

TABLE 6.1 **Existing Education and Encouragement Efforts in Portland**

NAME	TYPE	CONTACT	EDUCATION	ENCOURAGEMENT
American Automobile Association (AAA)	Traffic Safety Services	Charlie Lloyd 222-6702	●	
Bicycle Advisory Committee	Advisory Board	Rick Browning 223-3082		●
Bicycle Transportation Alliance	Bicycle Advocacy Group	Karen Frost Mecey 226-0676	●	●
Bike Gallery	Club Rides, Advocacy Nights	Chris Bowan 281-9800 x212	●	●
City of Portland Bicycle Program/ Community Traffic Safety	Government Agency	Mia Birk 823-7082	●	●
Community Cycling Center	Youth Learning Center	Brian Lacy 288-8864	●	●
Critical Mass	Advocacy Group Ride	Sara Stout or Fred Nemo 249-7049		●
Kaiser Permanente	Injury Prevention	Mary Strebig 721-6824	●	
Portland Kids on the Move	Curriculum for K through 5	Shannon Parker 823-5391	●	●
Portland United Mountain Pedalers	Mountain Bicycle Club	Theo Patterson 223-3954		●
Portland Wheelmen Touring Club	New Member Group Rides, Effective Cycling Classes	257-PWTC	●	●
Trauma Nurses	Injury Prevention	Joanna Fairchild 413-4960	●	
Tri-Met Bikes on Buses	Transit Authority	Hotline 239-3044		●
Yellow Bicycle Program	Free Community Bicycles	United Community Action Network (UCAN) 331-0526		●

Current State of Educational and Encouragement Efforts in Portland

(continued)

occupant safety and encourage children to walk, ride bicycles, and use mass transit as regular means of transportation. The curriculum is available to all public and private schools within the City of Portland. Two teacher trainings have taken place thus far and more are planned in the future. Over 100 teachers have participated in the training and more than 300 copies of the curriculum have been distributed. However, it is unknown how many teachers have used or are using the curriculum at this time. Future development of middle and high school curriculums are planned.

The City has developed an action-oriented component available to schools called Traffic Safety Town, which is a 40 by 60 foot tarp with the layout of typical city street blocks complete with motor vehicle travel lanes, bicycle lanes, sidewalks, crosswalks, driveways, homes, parks, and schools. The tarp (coupled with a physical education class) is used in a school gymnasium. In the two years of its existence, Traffic Safety Town has been to all grade schools in Portland and has reached an estimated 5,000 children.

Traffic Safety Workshops are held at three to four schools during May (National Traffic Safety Month). The City of Portland's Bureau of Traffic Management selects schools based on criteria such as vehicle speed and accident counts near the school. The workshops are an intensive, all-school assembly focusing on all aspects of traffic safety and are held in cooperation with the Police Bureau and the Emmanuel Hospital-based group Trauma Nurses Talk Tough.

It is estimated that through the Kids on the Move program activities, approximately 38% of school-age children receive some form of bicycle safety education.

The Portland Wheelmen Touring Club (PWTC) is a recreational bicycle riding club, with many club rides outside the central city. While many rides focus on distance and speed, the Club holds New Member Group Rides that teach safe riding habits, as well as more leisurely paced social rides. The Club also conducts bicycle rodeos, purchases and distributes helmets to low-income youth or adult riders, and leads rides for Bicycle Commute Day and other organized events.

Other groups that work to provide a bicycle safety and encouragement message in Portland include: the Police Bureau and Neighborhood Policing Offices; the Oregon Department of Transportation; the Driver and Motor Vehicles Services (DMV); Tri-Met; the American Automobile Association, Trauma Nurses Talk Tough; and area bicycle shops.

Objectives and Action Items

Following are the objectives, recommended actions to be taken and estimated costs associated with education and encouragement efforts.

Objective 6.12 G

Develop and implement education and encouragement plans aimed at youth, adult cyclists, and motorists. Increase public awareness of the benefits of bicycling and of available resources and facilities.

Objectives and Action Items

(continued)

OBJECTIVE 6.12 G BENCHMARKS

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
3 to 5 annual city-wide events promoting cycling 50% of school-age children receiving bicycle safety education	3 to 5 annual city-wide events promoting cycling 90% of school-age children receiving bicycle safety education	3 to 5 annual city-wide events promoting cycling 90% of school-age children receiving bicycle safety education

As described earlier, currently a combination of public and private initiatives result in many annual events promoting cycling. These include Bicycle Commute Week, Bike Fest, and various organized rides. Furthermore, through the Kids on the Move program, about 38% of school-age children are estimated to be receiving some form of bicycle safety education annually.

OBJECTIVE 6.12 G ACTION ITEMS (YOUTH, EDUCATION)

- Develop middle and high school curricula as companions to Portland Kids on the Move. (Responsible parties: Bureau of Traffic Management with area school districts)
- Work with elementary, middle, and high schools to ensure that all school age children in Portland complete the Portland Kids on the Move and companion curricula. (Responsible parties: Bureau of Traffic Management, area schools, community groups, parent-teacher associations)
- Ensure that all bicycling children under the age of 16 have access to a low-cost or free approved bicycle helmet. (Responsible parties: local injury prevention organizations)
- Promote and encourage more bicycle-related education though repair and maintenance classes, safe bicycle handling classes, and fun and educational field trips. (Responsible parties: Community Cycling Center, Portland Parks Bureau, area schools, other community groups)
- Create a regional clearinghouse on information about programs aimed at bicycle and traffic safety. (Responsible party: Metro)
- Distribute appropriate informational materials to all schools during National Bike Week, Traffic Safety Forums, at the end of the school year, and other appropriate times. (Responsible parties: Bureau of Traffic Management, area schools, Parent-Teacher Associations)
- Develop and implement a bicycle safety component of high school driver education programs. (Responsible parties: Bureau of Traffic Management, Oregon Department of Transportation, Driver and Motor Vehicles Services, community groups)

Objectives and Action Items

(continued)

OBJECTIVE 6.12 G ACTION ITEMS (ADULTS, EDUCATION)

- Support the Portland Parks Bureau, Metro Greenspaces, and area bicycle shops to continue to promote bicycle related classes such as repair and maintenance, commuter how-to, effective cycling skills, and rides. (Responsible parties: Bicycle Program, Parks Bureau, Metro Greenspaces, Portland Area Bicycle Dealers Association, community groups)
- Publicize behaviors that can help cyclists avoid common crashes. (Responsible parties: Bicycle Program, Oregon Department of Transportation, community groups)
- Publicize the importance of bicycle helmet use among adults. (Responsible parties: Bicycle Program, injury prevention specialists, community groups, bicycle shops)
- Develop a "Share the Road" campaign where motorists and bicyclists publicly pledge to share the road. (Responsible parties: Bicycle Transportation Alliance, Oregon Department of Transportation, Portland Office of Transportation, Bicycle Program)
- Distribute informational brochures regarding bicycle safety, rights, and responsibilities to all area bicycle shops and at public events. (Responsible party: Bicycle Program)
- Monitor and support any legislation that promotes safe cycling habits in a responsible way. (Responsible parties: Portland Office of Transportation, interested cycling support groups)
- Develop a public service advertising campaign that targets cyclists with bicycle safety messages. (Responsible parties: community groups, Bicycle Program, Oregon Department of Transportation)
- Train cyclists in bicycle security measures, such as proper locking techniques.

OBJECTIVE 6.12 G ACTION ITEMS (MOTORISTS, EDUCATION)

- Work with utility companies to provide an insert into mailings describing cyclists' right to the road and how to safely behave around cyclists. (Responsible parties: Utility companies, Driver and Motor Vehicles Services, Bicycle Program, community groups)
- Work with Driver and Motor Vehicles Services on updates to the drivers' manual to strengthen the bicycle section and exam questions. (Responsible parties: Driver and Motor Vehicles Services, Bicycle Program, community groups)
- Work for inclusion of motorist-bicyclist safety information in defensive driving courses (Responsible parties: Bicycle Program, Driver and Motor Vehicles Services, Oregon Safety Commission)
- Create a public service campaign that focuses on courtesy, predictability, and competency at all times but especially when operating around bicycles and that emphasizes bicyclists' rights to roadways. (Responsible parties: community groups, Oregon Department of Transportation, Bicycle Program)

Objectives and Action Items

(continued)

- Develop a "Share the Road" campaign where motorists and bicyclists publicly pledge to share the road. (Responsible parties: Bicycle Transportation Alliance, Bicycle Program, Oregon Department of Transportation)

OBJECTIVE 6.12 G ACTION ITEMS (EDUCATION, OTHERS)

The following action items relate to the education of engineers, police, business owners, planners, architects, and other related professionals toward making Portland more bicycle friendly.

- Develop and hold bicycle planning and design training for all transportation engineers and planners at state, regional, and local levels. (Responsible parties: Bureau of Traffic Management, Oregon Department of Transportation)
- Incorporate a strong bicycle message in transportation training of all types. (Responsible parties: Portland Office of Transportation, Oregon Department of Transportation)
- Implement Bicycle Friendly Businesses Program (Responsible parties: Association for Portland Progress, other business associations, Portland Chamber of Commerce, Bicycle Program, Bicycle Transportation Alliance)
- Enforce traffic rules for bicyclists and motorists. (Responsible party: Bureau of Police)
- Work with towing companies and emergency clean up crews so they better understand the needs of bicycles. (Responsible parties: Bicycle Program, Oregon Department of Transportation, community groups)
- Work with contractors and subcontractors and city maintenance and utility crews to help them better understand the needs of bicyclists. (Responsible parties: Bicycle Program, Bureau of Maintenance, Bureau of Environmental Services, Bureau of Transportation Engineering and Development, Oregon Department of Transportation)

OBJECTIVE 6.12 G ACTION ITEMS (ENCOURAGEMENT)

- Implement higher fees for automobile use and/or financial incentives for bicycle use. (Responsible parties: Federal government, State Legislature, Metro, City of Portland)
- Develop, promote and publicize bicycle commuter services, such as Bike Central and regular escorted commute rides. (Responsible parties: Bicycle Program, private businesses, community groups)
- Create an annual commuter challenge for area businesses. (Responsible parties: community groups, Bicycle Program)
- Create events such as "bicycle to the grocery store" days, when cyclists get vouchers for, or coupons off items in the store, or "bicycle to the movies" days, when cyclists receive free popcorn or a discount on a movie or refreshments. (Responsible parties: community groups)

Objectives and Action Items

(continued)

- Create public service announcements on radio and tv to promote the health and livability benefits of bicycling, as well as the detrimental effects of excessive motor vehicle use (e.g. pollution, traffic noise, congestion, loss of life and mobility). (Responsible parties: community groups, Bicycle Program)
- Work with Parks Bureau to deliver a "benefits of bicycling message" to youth who are working on water and air and general pollution activities. (Responsible parties: Parks Bureau, Metro Greenspaces, Bicycle Program)
- Continue to hold annual BikeFest as an event to encourage residents to replace one car trip a week with a bicycle trip. (Responsible parties: community groups, private sponsors, Portland Office of Transportation, Bicycle Program)
- Promote and publicize new and existing education and encouragement efforts by community groups and businesses. (Responsible parties: Bicycle Program, community groups, businesses)
- Support planning and implementation of an annual mass bicycling ride in Portland to attract new riders, showcase Portland, and demonstrate the benefits of bicycling. (Responsible parties: community groups, private sponsors, Bicycle Program, Portland Office of Transportation)
- Develop and implement a public education campaign to encourage bicycling, such as ads on movie screens, city bench, bicycle locker and billboard advertizing, videos on cable access television, and "burma shave" type signs along bike routes. (Responsible parties: Bicycle Program, Bureau of Traffic Management, Bicycle Transportation Alliance, private sponsors, community groups)
- Develop measures to reduce bicycle theft such as a registration program, subsidized locks, and training for proper locking techniques.

OBJECTIVE 6.12 G COSTS:
Since many education and encouragement programs and activities will likely be cooperative efforts between the City of Portland Bicycle Program, other City of Portland departments, private sponsors, and community groups, actual costs are difficult to quantify. Ideally, the City of Portland Bicycle Program would be an information resource for all educational and encouragement efforts but would not necessarily be the sole or primary organizer.

Objective 6.12 H

Promote bicycling as transportation to and from school.

While riding a bicycle to school was a part of growing up for many of today's adults, today it is a rarity. Yet, one of the most frequent complaints received by the Office of Transportation is traffic problems around schools, much of which comes from parents dropping their children off. Through conversations with some principals and school administrators, the benefits of bicycling are clearly overruled by concerns about child safety and bicycle theft. If these concerns

Objectives and Action Items

(continued)

were addressed, bicycling to school could return as a normal course of life. At the same time, at the Northeast Community School, 20 percent of children ride to school during good weather, with eight percent even during heavy rains. The different is parental and school support, having invested in safety education training, parental supervision, promotion of bicycling, and covered bicycle parking. This kind of effort helps today's children see bicycling as a part of daily life, leading their generation toward wise transportation decisions.

OBJECTIVE 6.12 H BENCHMARKS

Because it is not known how many children are bicycling to school today, it is difficult to develop standards by which to judge progress. Thus, this plan will use the same mode share benchmarks as are used for all trips.

BY 5 YEARS	BY 10 YEARS	BY 20 YEARS
3% of children bicycling to school	6% of children bicycling to school	10% of children bicycling to school

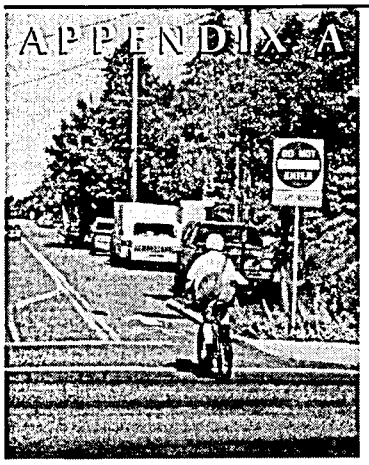
OBJECTIVE 6.12 H ACTION ITEMS

Since encouraging bicycling to school goes hand-in-hand with youth education, many action items for this category have already been listed. Additional ideas are described below.

- Develop plans to increase cycling to schools. (Responsible party: Bicycle Program, community groups, schools)
- Undertake surveys to determine bicycle to school mode share. (Responsible parties: Bicycle Program with area schools)
- Implement bikeways that lead to schools. (Responsible party: Portland Office of Transportation)
- Install high-quality bicycle racks at all schools, work to ensure all children have access to high-quality locks, and train children on proper locking procedures. (Responsible parties: Bicycle Program, schools, community groups)
- Design and implement ride-to-school encouragement programs such as "Bicycle to School" days, after-school riding clubs, and an annual Youth Bike Ride. (Responsible parties: Bicycle Program, Bicycle Transportation Alliance, private sponsors, the Community Cycling Center)
- Create an annual family/fun ride in Portland that follows common bicycle routes and passes popular destinations to show how easy and fun it is to get around by bicycle. (Responsible parties: community groups, private sponsors, Bicycle Program)
- Create a high profile contest for school children on the theme of replacing one car trip a week with a bicycle trip. (Responsible parties: community groups, private sponsors, Bicycle Program).

BICYCLE MASTER PLAN

Appendices:
Table of Contents



BICYCLE MASTER PLAN

Part I:
Design and Engineering Guidelines

A. Existing Standards

The design practices and standards outlined in this manual are based on the American Association of State and Highway Transportation Officials' (AASHTO) manual "Guide for the Development of Bicycle Facilities 1991," with supplementary material from the 1996 Oregon Department of Transportation (ODOT) "Oregon Bicycle and Pedestrian Plan." Guidelines related to Portland's specific practices have been written by staff from the Portland Office of Transportation (PDOT).

All traffic control devices must conform to the "Manual on Uniform Traffic Control Devices" (MUTCD) as supplemented and adopted by the Oregon Traffic Control Devices Committee.

B. Types of Bicycle Facilities

Bicycles are legally classified as vehicles and can, and will, be ridden on most public roadways in Oregon (with the exception of limited access freeways). The City of Portland Comprehensive Plan *Transportation Element* states that, "...all streets should be designed for bicycle passage..." Thus, all streets should be accessible by bicycle, with the appropriate bicycle facility depending on motor vehicle traffic speed and volume, as well as on the street's classification and presence on the Portland Bikeway Network. (See Table A1.1 "Guidelines for Selecting Appropriate Bicycle Facilities" for more details.)

There are four basic types of Bikeways used to accommodate bicycle travel: Off-Street Path; Bicycle Lane; Bicycle Boulevard; and Shared Roadway.

B1. Off-Street Path

An off-street path (also called an off-street trail or multi-use path) is a facility separated from motor vehicle traffic by an open space or barrier, either within the roadway right-of-way or within an independent right-of-way. Off-street paths are typically used by pedestrians, joggers, skaters, and bicyclists as two-way facilities. Off-street paths may be appropriate in corridors not well served by the street system (if there are few intersecting roadways), to create short cuts that link urban destination and origin points, along continuous greenbelts such as rivers and abandoned rail corridors, and as elements of a community recreational trail plan.

B. Types of Bicycle Facilities

(continued)

B2. Bicycle Lane

A bicycle lane is a portion of the roadway designated for exclusive or preferential use by bicyclists in urban areas. Bicycle lanes are appropriate on most urban arterials and collector streets. Bicycle lanes must always be well marked to call attention to their preferential use by bicyclists.

A shoulder bikeway is a street upon which the paved shoulder, separated by a four-inch stripe and no bicycle lane markings, is usable by bicycles. Although the shoulder can be used by bicycles, auto parking can be allowed.

B3. Bicycle Boulevard

A bicycle boulevard is a street with low traffic volumes where the through movement of bicycles is given priority over motor vehicle travel. A bicycle boulevard is created by modifying the operation of a local street to function as a through street for bicycles while maintaining local access for automobiles. Traffic calming devices are used to control traffic speeds and discourage through trips by automobiles. Traffic control is designed to limit conflicts between automobiles and bicycles and give priority to through bicycle movement. Bicycle lanes are typically not needed on a bicycle boulevard.

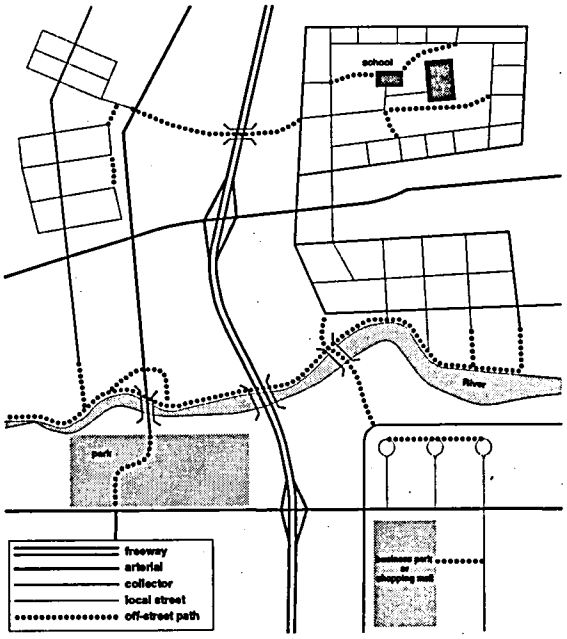
TABLE 3.2 **Guidelines for Selecting Bikeway Facilities**

AVERAGE NUMBER OF VEHICLES PER DAY	*TRANSPORTATION ELEMENT* TRAFFIC CLASSIFICATION	RECOMMENDED BIKEWAY FACILITY
≤3000	Local Service Street	Street as is, unless specified on Bikeway Network as bicycle boulevard or signed connection.
>3000	Local Service Street	Bicycle lanes. Where not possible due to width constraints and parking needs, traffic calming improvements acceptable.*
≥3000 < 10,000	Neighborhood Collector	Bicycle lanes. Where not possible due to width constraints and parking needs, traffic calming improvements or wide outside lane acceptable.*
≥10,000 < 20,000	Neighborhood Collector and higher classifications Major & Minor Transit Routes Major & Minor Truck Routes	Bicycle lanes. Where not possible due to width constraints and parking needs, wide outside lane acceptable.*
≥20,000	Neighborhood Collector and higher classifications Major & Minor Transit Routes Major & Minor Truck Routes	Bicycle lanes. Where not possible due to width constraints and parking needs, a parallel alternative facility should be developed.

* Traffic calming improvements or wide outside lane acceptable where any of the following conditions exist:
- It is not possible to eliminate lanes or reduce lane widths;
- Topographical constraints exist;
- Additional pavement would disrupt the natural environment or character of the natural environment;
- Parking is essential to serve adjacent land uses or to improve the character of the pedestrian environment.

Construction of a parallel bikeway within one-quarter mile is also an acceptable alternative where these constraints exist, as long as the parallel bikeway provides an equally convenient route to local destinations.

FIGURE A1.1 **Appropriate Use of Off-Street Path**



B4. Shared Roadway

On a shared roadway, bicyclists and motorists share the same travel lanes. A motor vehicle driver will usually have to cross over into the adjacent travel lane to pass a bicyclist, unless a wide outside lane is provided (see below). Shared roadways are adequate for neighborhood streets with very low traffic volumes.

There are two variations of the shared roadway concept. Those with wide outside lanes, and those with normal lane widths.

B4a. Wide outside lane

On streets with higher volumes and speeds where bicycle lanes are warranted but can not be provided due to severe physical constraints, a wide outside lane may be provided to accommodate bicycle travel. A wide outside lane should be wide enough to allow an average size motor vehicle to pass a bicyclist without crossing over into the adjacent lane.

On neighborhood streets (local service streets) with low traffic volumes and speeds, wide outside lanes are not necessary for safe conduct of bicycle traffic. (See Table A1.1, Guidelines for Selecting Bicycle Facilities.)

C. Design Guidelines for Bicycle Facilities

C1. Off-Street Path

C1a. General Design Practices

Off-street paths can provide a good facility, particularly for novice riders, recreational trips, and cyclists of all skill levels preferring separation from traffic (Figure A1.1). However, if poorly designed, they can be, at best, a poor investment of public dollars, and at worst, dangerous. Some of the advantageous practices in off-street path design include:

- Implementing frequent access points from the local road network; if access points are spaced too far apart, users will have to travel out of direction to enter or exit the path, which will discourage use;
- Placing directional signs to direct users to and from the path;
- Building to a standard high enough to allow heavy maintenance equipment to use the path without causing it to deteriorate;
- Limiting the number of at-grade crossings with streets or driveways;
- Terminating the path where it is easily accessible to and from the street system, preferably at a controlled intersection or at the beginning of a dead-end street—poorly designed paths can put pedestrians and cyclists in a position where motor vehicle drivers do not expect them when the path joins the street system.
- Addressing potential security problems up front.

C. Design Guidelines for Bicycle Facilities

(continued)

Off-street paths should not be placed directly adjacent to roadways. This creates a situation where a portion of the bicycle traffic rides against the normal flow of motor vehicle traffic, which is contrary to the rules of the road. This can result in bicyclists going against traffic when either entering or exiting the path. This can also result in an unsafe situation where motorists entering or crossing the roadway do not notice bicyclists coming from their right, as they are not expecting vehicles coming from that direction. Even bicyclists coming from the left often go unnoticed, especially when sight distances are poor.

Off-street paths may be considered along roadways under the following conditions:

- The path will generally be separated from all motor vehicle traffic.
- Bicycle and pedestrian use is anticipated to be high.
- There is a commitment to provide path continuity throughout the corridor.
- The path can be terminated at each end onto streets with good bicycle and pedestrian facilities, or onto another safe, well-designed path.
- There is adequate access to local cross-streets and other facilities along the route.
- Any needed grade separation structures do not add substantial out-of-direction travel.
- The total cost of providing the proposed path is proportionate to the need.

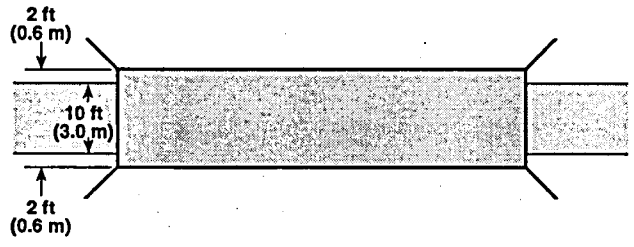
As bicyclists gain experience and realize some of the advantages of riding on the roadway, many stop riding on paths placed adjacent to roadways. This can be confusing to motorists, who may expect bicyclists to use the path.

When designing a bikeway network, the presence of a nearby path should not be used as a reason to not provide adequate shoulder or bicycle lane width on the roadway.

C1b. Off-street path design standards

For more detailed information consult the *AASHTO Guide to Bicycle Facilities* and *Trails for the Twenty-First Century: Planning, Design, and Management Manual for Multi-Use Trails*, by the Rails-to-Trails Conservancy. Both are available from the Bicycle Program at 823-7082.

FIGURE A1.2 **Off-Street Path Structure Width**



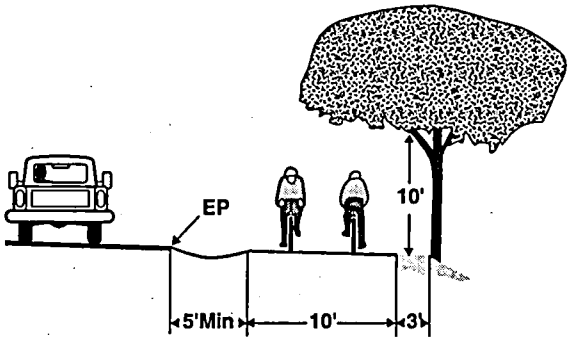
C1B(1) WIDTH AND CLEARANCES

Width

Ten feet (3 m) is the standard width for a two-way off-street path (Figure A1.2). The path should be 12 feet (3.6 m) wide in areas with high use by bicyclists, pedestrians, and joggers. The minimum width is 8 feet (2.4 m), but is not recommended in most situations because they often become overcrowded.

Although one-way paths may be intended for one direction of bicycle travel, they will often be used as two-way facilities. Because of this, caution must be

FIGURE A1.3 **Off-Street Path Standards**



EP = Edge of Pavement (12' in high-use area)

used in selecting this type of facility. If necessary, they should be 6 feet (1.8 m) wide (min. 5 feet [1.5 m]) and designed and signed to assure one-way operation by bicyclists. They will most likely be used as two-way facilities by pedestrians.

Lateral Clearance

A 2 foot (0.6 m) or greater graded "shy" or clear distance on both sides of an off-street path is necessary for safe operation.

Overhead Clearance

Clearance to overhead obstructions should be 10 feet (3 m), minimum 8 feet (2.4 m). (See section C1b(5), Structures.)

Separation from roadway

Where a path must be parallel and adjacent to a roadway, there should be a 5 foot (1.5 m) minimum width separating the path from the edge of roadway (Figure A1.3), or a physical barrier of sufficient height should be installed. (See Railings, Fences and Barriers, section C1b(6).

C1B(2) TYPICAL PAVEMENT STRUCTURAL SECTIONS

Surfacing

The use of concrete surfacing for paths has proven to be the most suitable for long-term use. Using modern construction practices, concrete provides a smooth ride with low maintenance costs. Concrete paths can be placed with a slip-form paver. The surface must be cross-broomed. The crack-control joints should be saw-cut, not troweled. Concrete paths cost more to build than asphalt paths, yet do not become brittle, cracked and rough with age, or deformed by roots and weeds as with asphalt.

Off-street paths should be designed with sufficient surfacing structural depth for the subgrade soil type to support maintenance and emergency vehicles (Figure A1.4). If the path must be constructed over a very poor subgrade (wet and/or poor material), treatment of the subgrade with lime, cement or geotextile fabric should be considered.

Drainage

Off-street paths must be constructed with adequate drainage to prevent washouts, flooding and silt from intruding onto the path. All vegetation, including roots, must be removed in the preparation of the subgrade. Special care is needed to control new growth, such as the use of soil sterilization or lime treatment of the subgrade.

FIGURE A1.4 **Off-Street Pavement Structure**

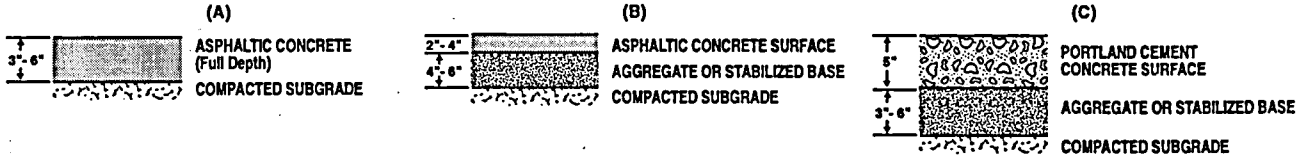
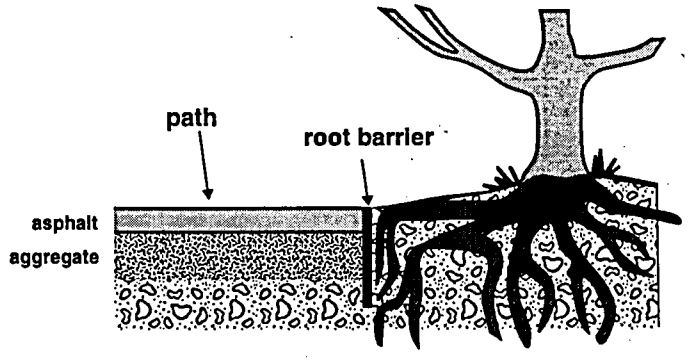


FIGURE A1.5 **Off-Street Path Adjacent to Trees**



Vegetation

Off-street paths built along streams and in wooded areas present special problems. Vegetation can begin to encroach on a path in a single growing season, and the roots of shrubs and trees can pierce through the path surfacing and cause it to bubble up and break apart in a short period of time. Preventive methods include: regular removal of vegetation, realignment of the path away from trees, and placement of root barriers (a 12 inch [300 mm] deep metal shield) along the edge of the path (Figure A1.5).

C1B(3) GRADES

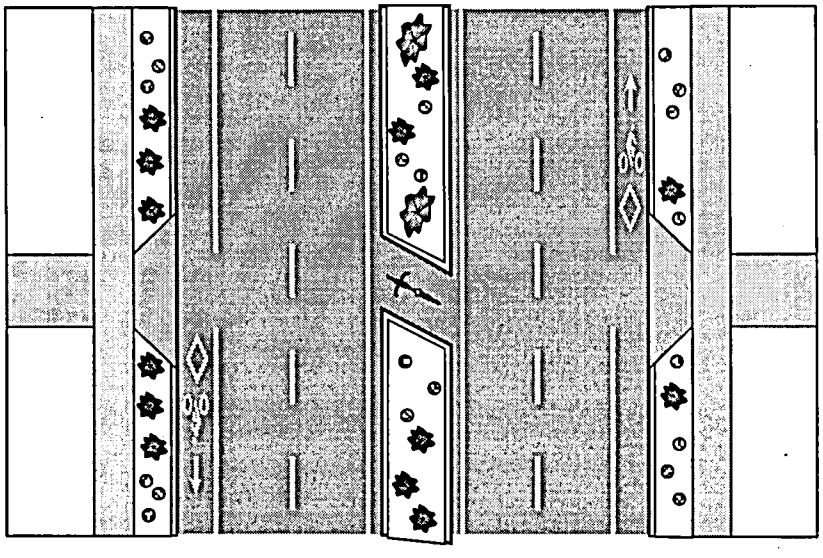
Based on AASHTO recommendations and Americans with Disabilities Act (ADA) requirements, 5 percent should be considered the maximum grade allowable for off-street paths. A grade of 10 percent is allowed under AASHTO guidelines for distances of up to 500 ft., provided there is good horizontal alignment and sight distance, but an exception to the ADA standards will be needed.

C1B(4) CROSSINGS

Grade Separated Crossings

When the decision to construct a off-street path has been made, grade separation should be considered for all crossings of thoroughfares, particularly for freeway ramp crossings, as most path users expect continued separation from traffic. At-grade crossings introduce conflict points. The greatest conflicts occurs where paths cross freeway entrance and exit ramps. Motor vehicle drivers using these ramps are seeking opportunities to merge with other motor vehicles; they are not expecting bicyclists and pedestrians to appear at these locations. However, grade-separated crossings should minimize the burden for the user, and not, for example, require a steep uphill and/or winding climb.

FIGURE A1.6 **At-Grade Crossing of a Thoroughfare with a Median Island**



At-grade Crossings

When a grade-separated crossing cannot be provided, the optimum at-grade crossing has either light traffic or a traffic signal that trail users can activate (Figure A1.6). If a signal is provided, signal loop detectors may be placed in the pavement to detect bicycles if they can provide advance detection, and a pedestrian-actuated button provided (placed such that cyclists can press it without dismounting.)

C. Design Guidelines for Bicycle Facilities

(continued)

A stop sign should be placed about 5 ft. before the intersection. Direction flow should be treated either with physical separation or a center line approaching the intersection for the last 100 feet.

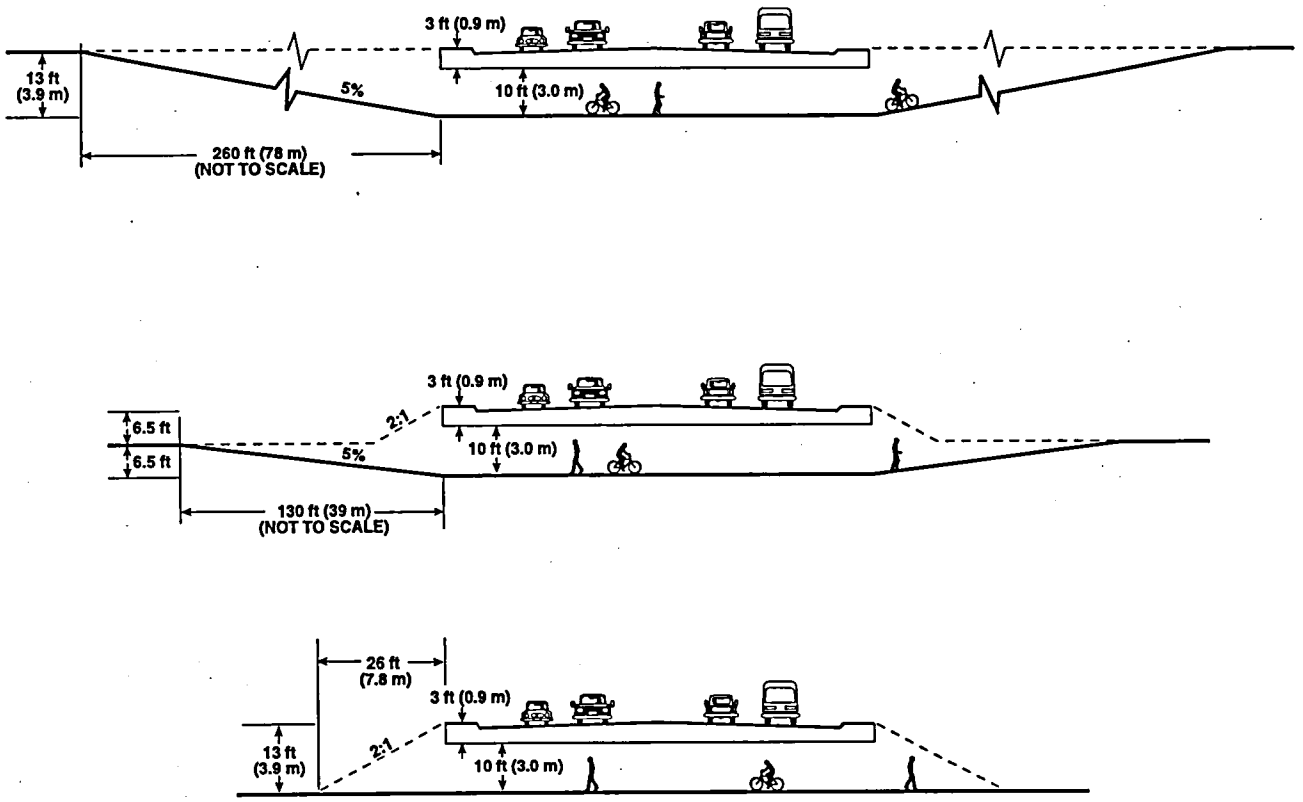
If the street is above four or more lanes or two/three lanes without adequate gaps, a median refuge should be provided in the middle of the street crossed. The refuge should be 8 feet at a minimum, 10 feet is desired. Another potential design option for street crossings is to slow motor vehicle traffic approaching the crossing through such techniques as speed bumps in advance of the crossing, or a painted or textured crosswalk.

C1B(5) STRUCTURES

The minimum total width of off-street path structures should be the same as the approach paved path, including a minimum 2 foot (0.6 m) shy distance on both sides. For example, a 10 foot (3 m) wide path requires a 14 foot (4.2 m) wide structure (Figure A1.2). This applies for both overcrossings and undercrossings.

The overhead clearance of an under-crossing should be at least 10 feet (3 m). An 8 foot (2.4 m) minimum may be allowable with good horizontal and vertical clearance, so users approaching the structure can see through to the other end. Undercrossings should be as visually open as possible for the safety and personal security of bicyclists and pedestrians (Figure A1.7). Illumination must be provided in areas of poor daytime and nighttime visibility.

FIGURE A1.7 **Undercrossing Configurations**



C. Design Guidelines for Bicycle Facilities

(continued)

There are advantages and disadvantages to both over-crossings and under-crossings.

Under-crossings

Advantages: They often provide an opportunity to reduce approach grades, as the required 10 foot (3 m) clearance is less than the clearance required for crossing over a roadway. There may be occasions where the roadway is elevated and an undercrossing can be constructed with little or no grade. They are generally less expensive to build.

Disadvantages: They often present security problems, due to reduced visibility. An open, well-lighted structure may end up costing as much as an over-crossing. They may require drainage if the sag point is lower than the surrounding terrain.

Over-crossings

Advantages: They are more open and present fewer security problems.

Disadvantages: They require longer approaches to achieve the standard 17 feet (5.1 m) of clearance over most roadways. With an additional structural depth of 3 feet (0.9 m), the total rise will be 20 feet (6 m). At 5 percent, this will require a 400 foot (120 m) approach ramp at each end, for a total of 800 feet (240 m). This can be alleviated if there are opportunities to take advantage of the natural terrain, such as where the roadway is built in a cut section (Figure A1.8).

FIGURE A1.8 **Overcrossing Configurations**

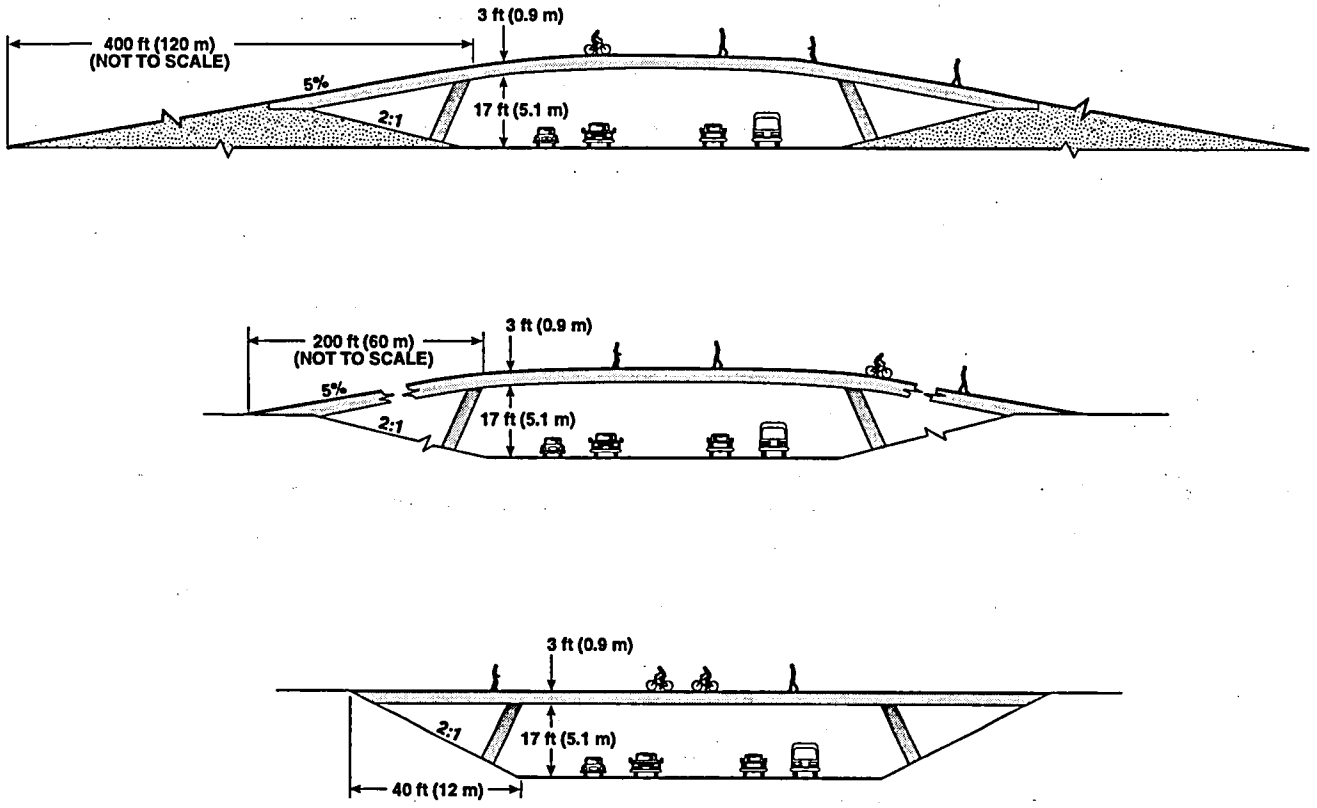


FIGURE A1.9 **Adding a Railing to a Concrete Barrier**

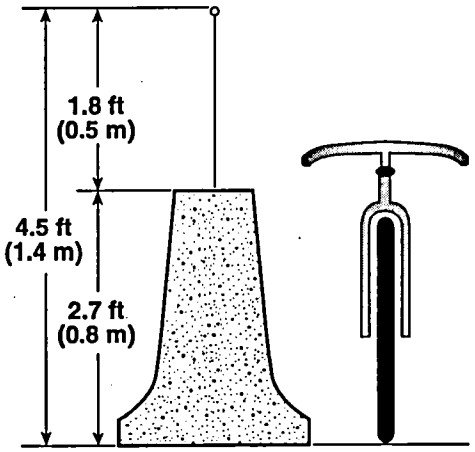


FIGURE A1.10 **Off-Street Path with Rub Rail**

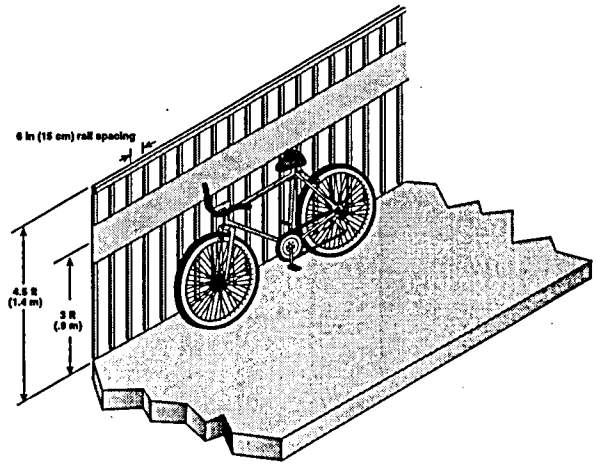
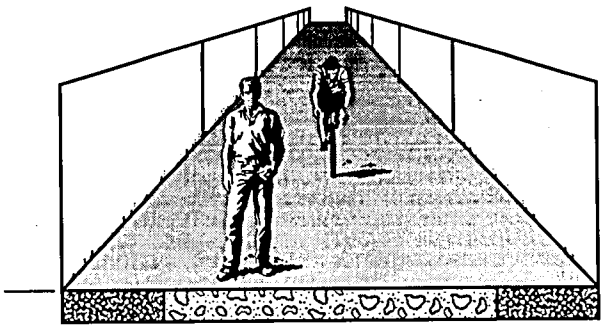


FIGURE A1.11 **"Cattle Chute" Effect**



C1B(6) RAILINGS, FENCES AND BARRIERS

Fence or railing treatment along paths is often needed for safety reasons, such as eliminating access to high-speed freeways or providing protection along steep side slopes and deep waterways. A height of 4.5 feet (1.3 m) keeps a cyclist from falling over the railing or fence (Figure A1.9). Openings in the railing must not exceed 6 inches (150 mm) in width. Where a cyclist's handlebar may come into contact with a fence or barrier, a smooth, wide rub-rail should be installed at a height of 3 feet (0.9 m) (Figure A1.10).

Where concrete shoulder barriers are used, some type of treatment on top of the barrier may be necessary to achieve the required height. This can be achieved by adding tube railing or chain link fencing.

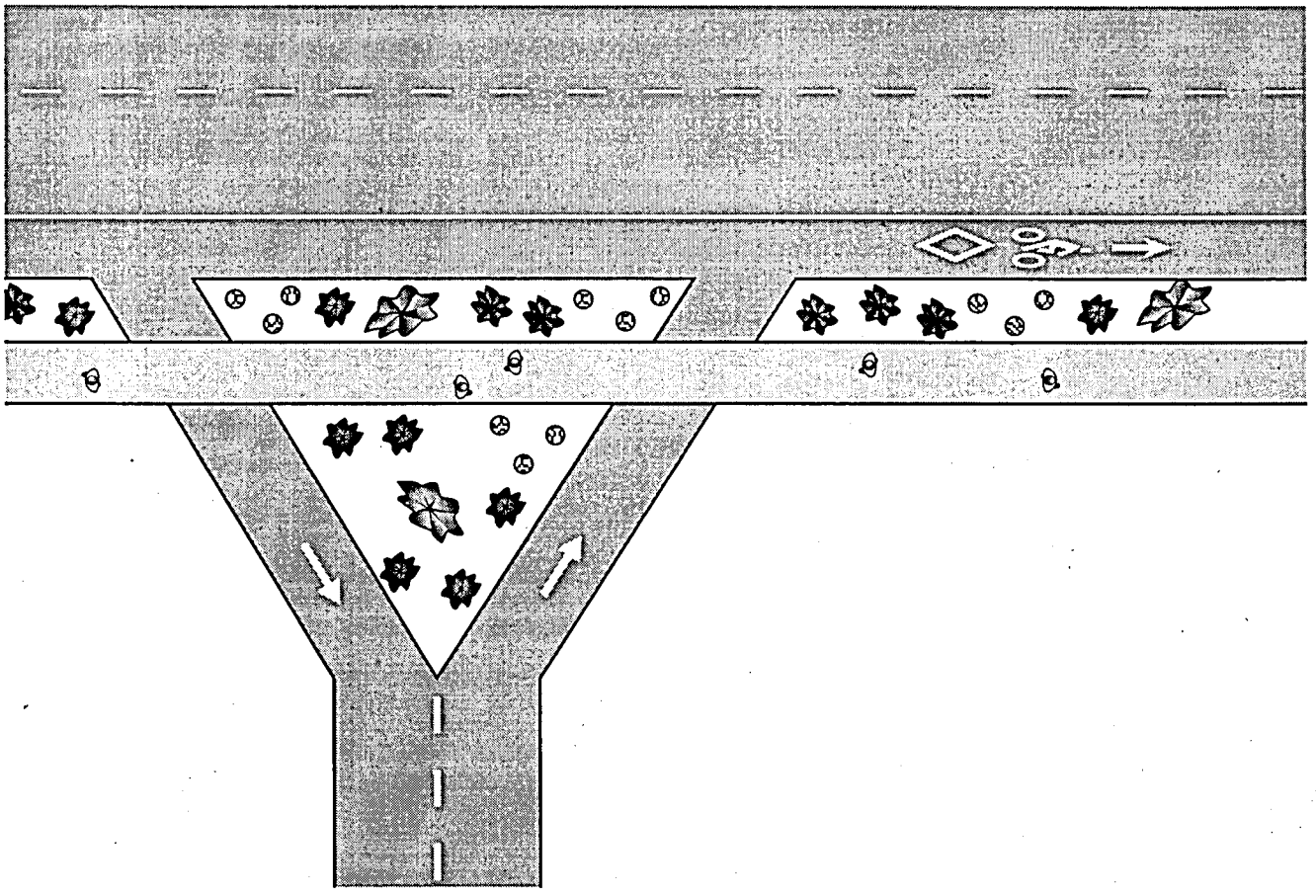
Care must be taken to avoid a "cattle chute" effect (Figure A1.11). This occurs when a 6 foot (1.8 m) high chain-link fenced is placed on each side of the path. Fences should only be placed where they are needed for safety reasons. They should be placed as far away from the path as possible. Duplication of fences, such as fences on right-of-way and fences to keep pedestrians off freeways, should be avoided wherever possible.

C1B(7) MOTOR VEHICLE BARRIERS (BOLLARDS AND TRAIL SPLITTING)

A preferred method of restricting the entry of motor vehicles is to split the entryway into two 6 foot sections separated by low landscaping. Emergency vehicles can still enter if necessary by straddling the landscaping (Figure A1.12).

An alternative method is to use barrier posts ("bollards") to limit vehicle traffic on an off-street path; however, they can become a hazard to cyclists if not well placed. When used, they must be spaced wide enough (minimum 3 foot [0.9 m], 5 foot preferred) for easy passage by cyclists and bicycle trailers as well as wheelchair users. Either one or three bollards should be used, never two. The center bollard must be removable. Two posts, both placed in the paved portion of a path, will channel path users into the center of the path, causing possible head-on collisions.

FIGURE A1.12 **Split-Path Discourages Motor Vehicle Access**



C1B(8) GUIDELINES FOR OFF-STREET PATHS WITH HEAVY USE

A broken yellow center stripe is a good way to separate directional flow if a path is expected to have heavy usage. If an existing path is too narrow to handle user volumes, the path can be widened to provide the necessary capacity. Also, a separate jogger or equestrian path may be constructed with bark mulch alongside the paved path.

C2. Bicycle Lane Design

Bicycle lanes are one-way facilities that carry bicycle traffic in the same direction as adjacent motor vehicle traffic. Bicycle lanes are the preferred facility for urban arterial and collector streets.

Bicycle lanes are created by the addition of an 8 inch (200 mm) stripe and stencils. Motorists are prohibited from using bicycle lanes for driving and parking. This does not preclude motor vehicles from using a bicycle lane for emergency avoidance maneuvers or breakdowns.

C. Design Guidelines for Bicycle Facilities

(continued)

C2a. Curbed streets

PDOT's preferred standards for bicycle lane dimensions (Figure A1.13) are as follows:

For a bicycle lane adjacent to curb or parking:

- 5 foot preferred width.

Bicycle lane widths of 6 feet maximum *may be* desirable when one or a combination of the following conditions exists:

- traffic volumes and speeds are high;
- adjacent parking use and turnover is high;
- catch basin grates, gutter joints, and other features in the bicycle lane may present an obstacle to cyclists;
- steep grades exist;
- truck volumes are high; or
- bicycle volumes are high.

Bicycle lane widths of 4 feet minimum *may* be acceptable when:

- physical constraints exist, for a segment of less than 1 mile that links to existing bikeways on both ends; or
- implemented in conjunction with traffic calming devices (see section B7); or
- adjacent to parking with [very] low use and turnover; or
- adjacent to an uncurbed street shoulder.

Additionally, for on-street parking, PDOT recommends that there be an 8 foot preferred (7 foot minimum) parking area width adjacent to the bicycle lane.

PDOT recommends that the travel lane width adjacent to a bicycle lane be 11 foot (10 foot minimum). A four-foot bicycle lane should not be used in combination with a 7 foot parking lane and/or a 10 foot travel lane.

Bicycle Lanes on One-way Streets

Bicycle lanes on one-way streets should be on the right side of the roadway, except where a bicycle lane on the left will decrease the number of conflicts (e.g., those caused by heavy bus traffic or dual right-turn lanes, etc.). Directional arrow pavement markings should be used to indicate the proper direction of travel and discourage wrong way riding.

FIGURE A1.13 **Preferred Travel Lane Width**

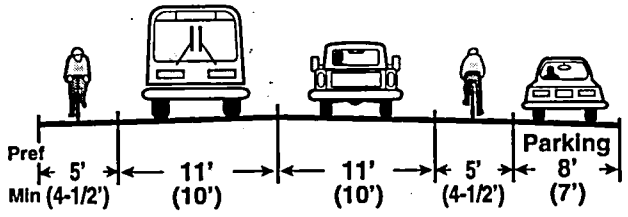


Figure A1.14 shows examples of typical street cross-sections with preferred and acceptable design treatments.

C2b. Uncurbed streets

When providing a shoulder for bicycle use, a width of 6 feet (1.8 m) is recommended. This allows a cyclist to ride far enough from the edge of the pavement to

FIGURE A1.14 **Bike Lane Designs for Curbed Streets**

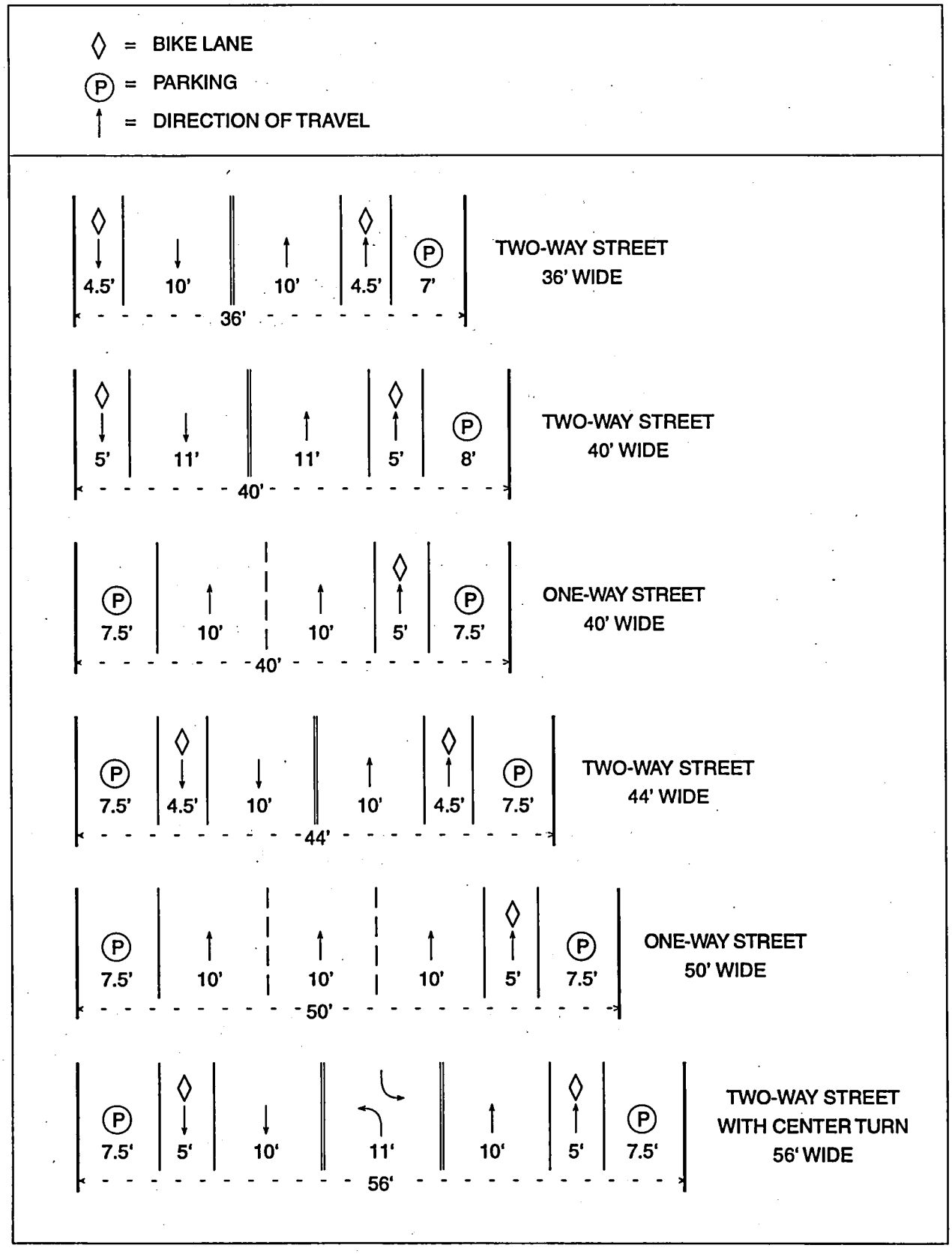
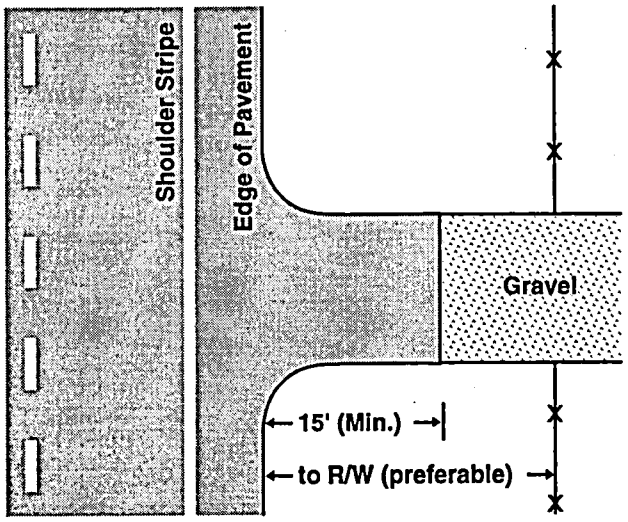


FIGURE A1.15 **Paved Driveway Apron**



avoid debris, yet far enough from passing vehicles to avoid conflicts. If there are physical width limitations, a minimum 4 foot shoulder may be adequate. On climbing lanes, it is desirable to maintain a 6 foot (1.8 m) shoulder, as uphill cyclists need more space for maneuvering (minimum 5 foot [1.5 m]).

Wherever a roadway is constructed or widened, all gravel driveways and streets should be paved back 5-10 feet (1.5-3 m) to prevent loose gravel from spilling onto the shoulders (Figure A1.15).

Many existing gravel shoulders have sufficient width and base to support shoulder bikeways. Minor excavation and the addition of 3 to 4 inches (75-100 mm) of asphaltic concrete is often all that is required to provide sufficient shoulder bikeways. It is most desirable to construct shoulder widening projects in conjunction with pavement overlays for several reasons:

- The top lift of asphalt will add structural strength;
- The final lift will provide a smooth, seamless joint;
- The cost will be generally less, as greater overall quantities of materials will be purchased; and
- Traffic will be disrupted only once for both operations.

Pavement design for shoulder bikeways

When shoulders are constructed as part of an integral reconstruction project, the pavement structural design should be the same as that of the roadway.

On projects that widen shoulders for the benefit of bicyclists, there may be some opportunities to reduce costs by building to a lesser thickness. 3-4 inches (75-100 mm) of asphalt and 2-3 inches (50-75 mm) of aggregate over existing roadway shoulders may be adequate if the following conditions are met:

- There are no planned widening projects for the road section in the foreseeable future.
- The existing shoulder area and roadbed are stable and there is adequate drainage or adequate drainage can be provided without major excavation and grading work.
- The existing travel lanes have adequate width and are in stable condition.
- The horizontal curvature is not excessive, so that the wheels of large vehicles do not track onto the shoulder area. On roads that have generally good horizontal alignment, it may be feasible to build only the inside of curves to full depth.

FIGURE A1.16 **Saw-Cut Joint for Shoulder Bikeway**

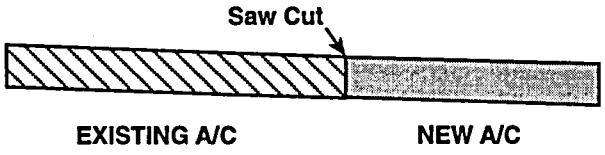
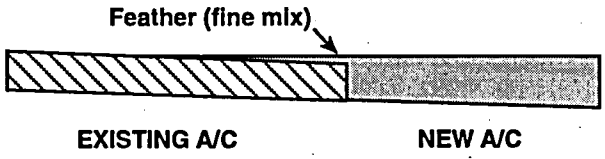


FIGURE A1.17 **Asphalt Feathering**



- The existing and projected average daily traffic (ADT) and heavy truck traffic is not considered excessive (e.g., under 10 percent).

The thickness of pavement and base material will depend upon local conditions and engineering judgement should be used. If there are short sections where the travel lanes must be reconstructed or widened, these areas should be constructed to normal full-depth base design standards.

The joint between the shoulders and the existing roadway
When adding paved shoulders to roadways for bicycle use where no overlay project is scheduled, a saw-cut one foot (300 mm) inside the existing edge of pavement provides the opportunity to construct a good tight joint. This eliminates a ragged joint at the edge of the existing pavement (Figure A1.16).

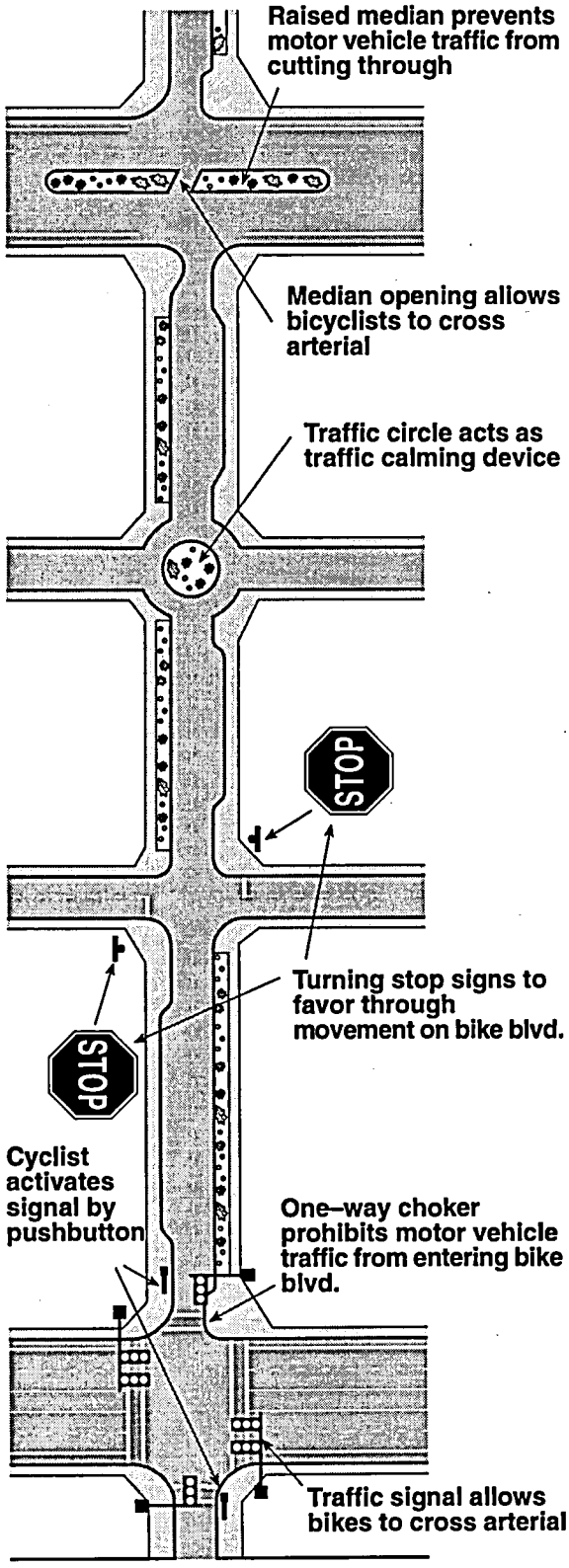
If this method is not practical, "feathering" the new asphalt onto the existing pavement may be substituted if a fine mix is used (Figure A1.17).

C3. *Bicycle Boulevard*

A bicycle boulevard on a local service street can provide a good alternative to a bicycle lane or wide outside lane on a higher volume/higher speed street. It can be an excellent attractor for new and inexperienced cyclists and provide a pleasant ride to reach many destinations. Elements of a bicycle boulevard include the following:

- Selecting a street that provides a direct and continuous connection for bicyclists, as opposed to a route that requires bicyclists to wind through neighborhoods. Bicycle boulevards work best on a street grid system.
- Turning stop signs towards intersecting traffic, so bicyclists can ride without interruption.
- Placing motor vehicle traffic diverters at key intersections to stabilize motor vehicle volumes. The diverters must be designed to allow through bicycle movement. A full diverter must include a cut-through wide enough to accommodate a bicycle with a trailer (4 feet wide).
- Alternatively, placing traffic calming devices on the street to stabilize motor vehicle traffic speeds. These include traffic circles, speed bumps (14 foot or 22 foot), curb extensions, slow points, chicanes, etc. In some situations, both traffic diverters and traffic calming devices will be needed.
- Providing protection where the boulevard crosses higher volume arterial streets (Figure A1.18). This can be accomplished in two ways:

FIGURE A1.18 **Bicycle Boulevard Street Crossings**



- With a signal where a traffic study has shown that a signal in between arterials will be safe and effective. To ensure that bicyclists will be able to activate the signal, the preferred treatment is a signal loop in the pavement marked with a stencil to show the bicyclists where to stand to trip the loop. Alternatively, a push button that will not require dismounting may be provided, in addition to push button activation for pedestrians.
- With a median refuge. A median refuge should be wide enough so it allows a bicyclist with a trailer to be protected from the travel lanes (minimum 8 feet, 10 feet preferred.) The design should allow bicyclists to see the travel lanes they must cross.

- Placing directional signs to route cyclists to key destinations, to guide cyclists through difficult situations, and to alert motorists of the presence of bicyclists.

C4. Shared Roadway

There are no specific bicycle standards or treatments for low-volume, low-speed shared roadways; they are simply the roads as constructed. Shared roadways function well on roads such as local streets and minor collectors with speed limits of 25 mph (40 km/h), or traffic volumes of 3,000 average daily traffic (ADT) or less.

Many urban local streets are carrying greater traffic volumes and at higher speeds than their designation should normally allow. These could function well as shared roadways if excessive traffic speeds and volumes were effectively reduced through traffic calming techniques, such as curb extensions, speed bumps, roundabouts, etc. Refer to the Portland Office of Transportation's Traffic Calming Program for more information.

C4a. Wide outside lane

For higher volume/higher speed streets (above 25 mph or 3000 ADT) where there is inadequate width to provide the required bicycle lanes or shoulder bikeways, a wide outside lane may be provided that accommodates both cyclists and motor vehicles. This could occur on retrofit projects where there are severe physical constraints, and all other options have been pursued, such as removing parking or narrowing travel lanes to minimum acceptable widths.

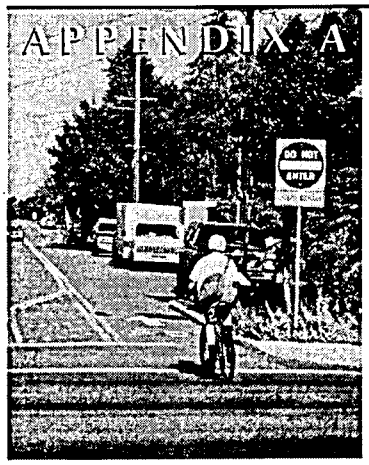
C. Design Guidelines for Bicycle Facilities

(continued)

A wide outside lane is typically 14 feet (4.2 m) wide. Usable width is normally measured from curb face to the center of the lane stripe, but adjustments need to be made for drainage grates, parking, and longitudinal ridges between pavement and gutter sections. For widths of 15 feet (4.8 m) or greater, a bicycle lane or shoulder bikeway should be striped.

C4b. Signed Bikeway Connection

For shared roadways that act as connections between bikeways and/or major destinations, a "Bicycle Route" sign with directional information should be provided. [See Section IV B3 for more information.]



BICYCLE MASTER PLAN

Part II: Intersection Design

Intersections are areas where most conflicts between various roadway users occur. By their very nature, intersections put one group of travelers in the path of others. Good intersection design creates a situation where those approaching the intersection have a clear indication what path they must follow and who has the right-of-way. As with other roadway design features, bicyclists must be treated as vehicles: only in extremely rare cases should they be encouraged to proceed through intersections as pedestrians.

A. Basic Principles

Some basic principles to be followed when designing intersections are:

- Unusual conflicts should be avoided.
- Intersection design should create a path for bicyclists that is direct, logical and as close to the path of motor vehicle traffic as possible.
- Bicyclists following the intended trajectory should be visible and their movements should be predictable.
- Potential safety problems associated with the difference between auto and bicycle speeds should be minimized.

B. Simple Right Angle Intersections

Simple right angle intersections are usually the simplest to treat for bicycle movement. Bicyclists must be allowed to follow a path that is as direct as possible, using the following techniques:

- Bicycle lanes should be striped to a marked or unmarked crosswalk.
- The bicycle lane stripe should be a solid stripe all the way to the crosswalk.
- The lanes should resume at the other side of the intersection.

(See Appendix IV B2, Bicycle Lanes, for more detailed information)

C. Complicated Intersections

Intersections with multiple streets entering from different angles can create confusion for users. Such intersections should be avoided and designed instead as simple right angle intersections whenever possible. For an already existing complicated intersection, or if a complex intersection is absolutely needed, bicycle lanes may be striped with dashes to guide bicyclists through a long undefined area.

D. Right-Turn Lanes

Right-turn lanes present special problems for cyclists because right-turning cars and through bicyclists must cross paths. To alleviate these concerns, the design in Figure A2.1 should be used for bicycle lanes. The paths of the through bicyclist and the right-turning motor vehicle should cross prior to the intersection. This configuration has three advantages:

- It allows this conflict to occur away from the intersection where other conflicts could occur.
- The difference in travel speeds is an advantage, as a motor vehicle driver can pass a bicyclist rather than ride side-by-side.
- All users are encouraged to follow the rules of the road: through vehicles (including bicyclists) proceed to the left of right-turning vehicles.

E. Right-Lane Merge and Exit Ramps

Bicycle lanes are not usually provided on limited access freeways, but some urban parkways are designed with merging lanes and exit ramps, rather than simple intersections. These roads may otherwise be suitable for bicycle lanes.

FIGURE A2.1 **Standard Right-Turn Lane Configuration**

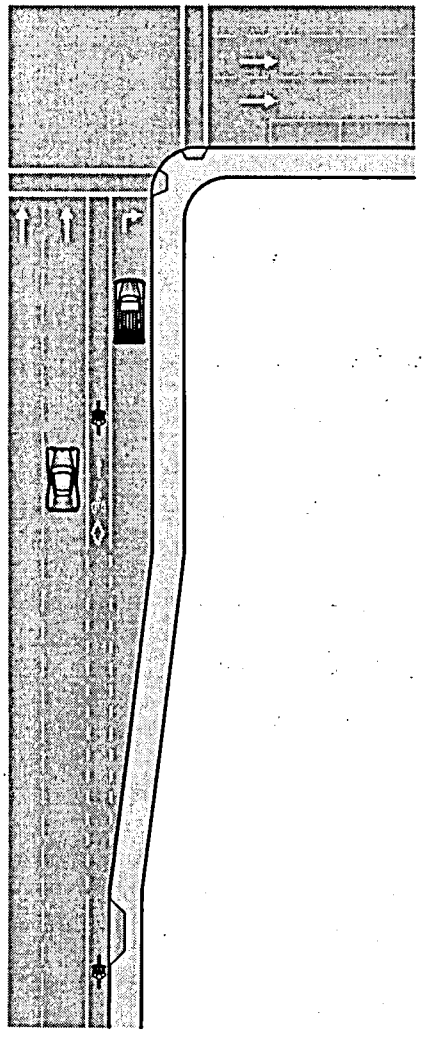


FIGURE A2.2 **Bike Lanes at Right-Lane Merge**

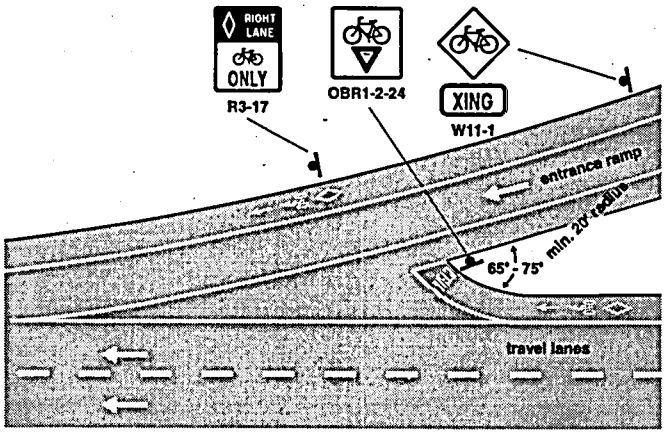
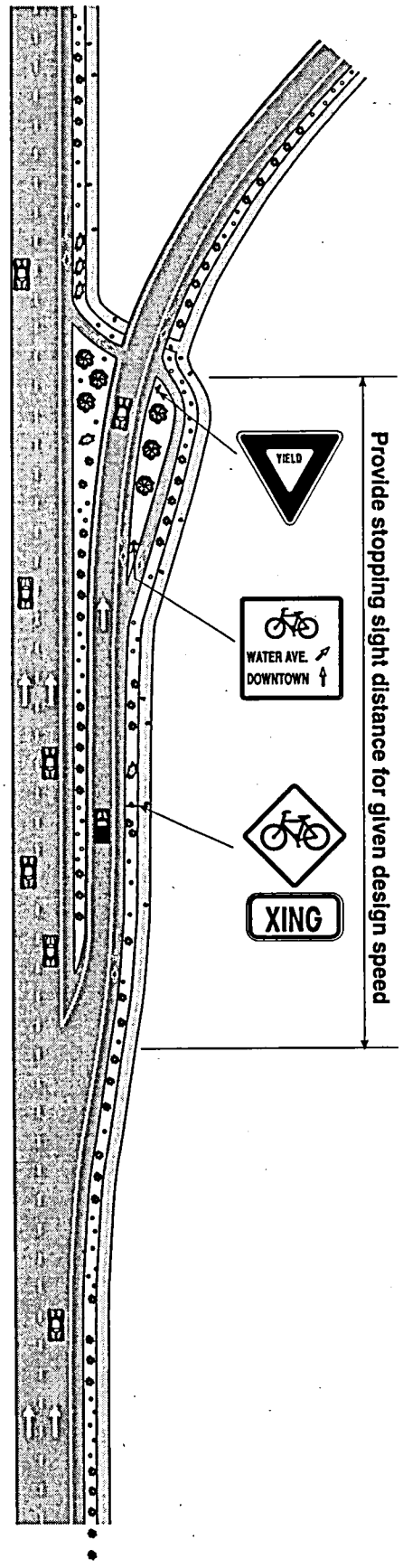


FIGURE A2.3 **Bike Lanes at Exit Ramps**



Traffic lanes that allow merging traffic to flow onto a roadway at high speeds create difficulties for slower-moving bicyclists. Exit ramps that allow motor vehicles to leave the roadway at high speeds pose similar problems.

The following designs comply with a basic traffic engineering principle that encourages crossings at or close to a right angle.

E1. Right-Lane Merge

It is difficult for cyclists to traverse the undefined area created by right-lane merge movements, for the following reasons:

- The acute angle of approach creates visibility problems.
- Motor vehicles are often accelerating to merge into traffic.
- The speed differential between the cyclist and the motorist.

To alleviate these concerns, the design in Figure A2.2 guides cyclists in a manner that provides:

- A short distance across the ramp to traverse at close to a right angle.
- Improved sight distance in an area where traffic speeds are slower than further downstream.
- A crossing in an area where drivers' attention is not entirely focused on merging with traffic.

E2. Exit Ramps

Exit ramps normally present great difficulties for bicyclists and pedestrians for the following reasons:

- Motor vehicles are exiting at fairly high speeds.
- The acute angle creates visibility problems.
- Motor vehicle drivers using the exit ramp often do not use their right-turn signal, which creates confusion for bicyclists seeking a gap in the traffic stream.

To alleviate these concerns, the design in Figure A2.3 guides cyclists in a manner that provides:

- A short distance across the ramp, at close to a right angle.
- Improved sight distance in an area where traffic speeds are slower than further downstream.
- A crossing in an area where the driver's attention is not distracted by other motor vehicles.

F. Dual Right-Turn Configurations

Dual right-turn lanes or a right-turn, right/through lane configuration are unpleasant challenges for cyclists at intersections because cyclists must either merge across two lanes or merge across into a lane where drivers could be turning or going straight (Figure A2.4). Both these configurations should be avoided whenever possible. Warrants for using dual turn lanes should be closely scrutinized, so this pattern is used only if absolutely necessary.

FIGURE A2.4 **Bike Lane through Dual Right-Turn Lanes**

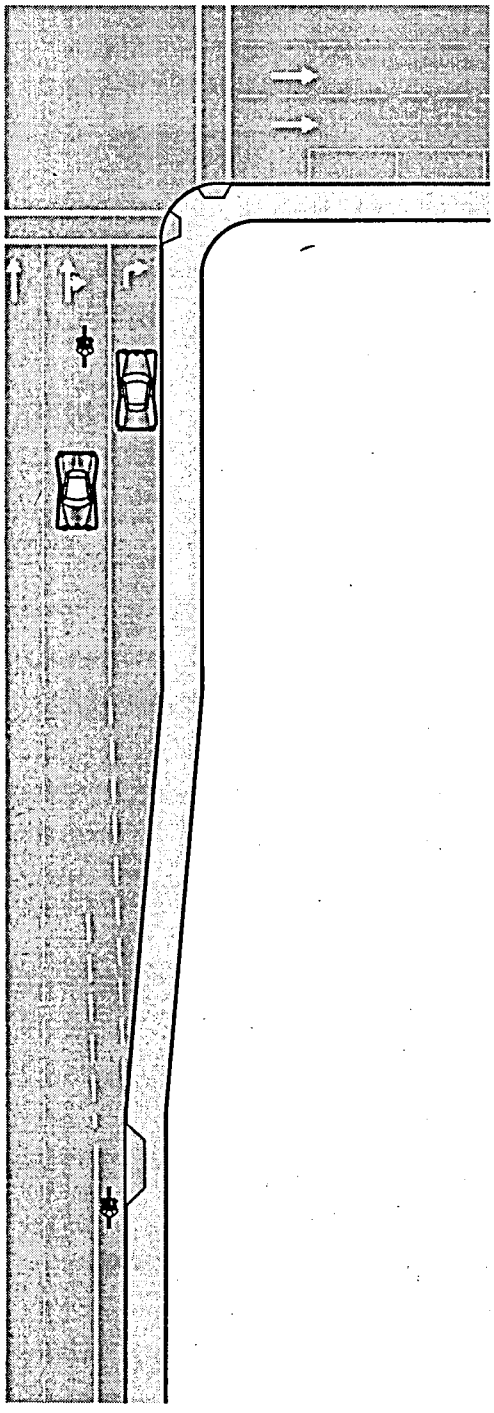
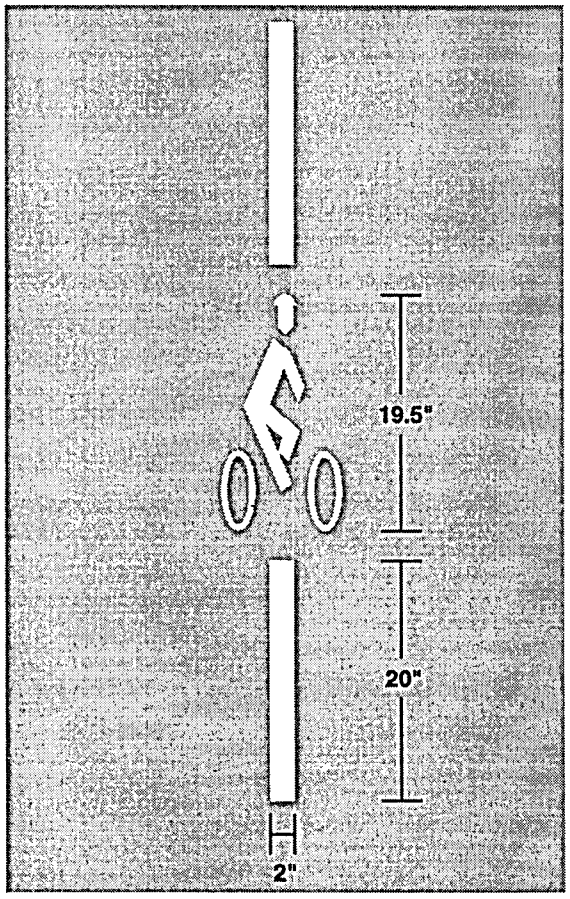


FIGURE A2.5 **Pavement Marking for Signal Activation**



G. Signal Timing and Bicycle Detection

G1. Signal Timing

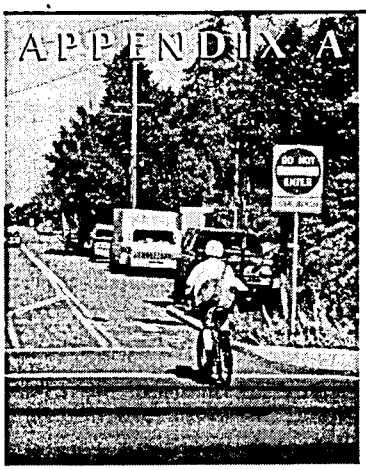
At intersections, bicycle traffic should be considered in the timing of the traffic signal and vehicle detection. Consideration should be given to ensure that adequate clearance intervals are provided for bicyclists where appropriate, based on analysis by the City of Portland Bureau of Traffic Management. A bicyclist's speed, perception/reaction time, and intersection geometry should be factored in when the intervals are analyzed.

Where bicycle traffic is channelized such that bicycles can be detected exclusive of the detection of motor vehicles, loop detectors should be use to provide for the needs of bicyclists.

G2. Detection

Traffic detectors for traffic-actuated signals should be set to detect bicycles. Loops should be located in bicycle lanes in the bicyclist's expected path. All signalized locations with vehicular actuation and without bicycle lanes for the left turn and outside through lanes should have pavement markings to indicate to bicyclists where they should be to activate signal detection (Figure A2.5). If the loop is invisible, the pavement marking should be installed; if the loop is visible and bicycle use anticipated to be low (e.g., in a remote location), a pavement marking may not be necessary.

In some cases, the use of pedestrian-actuated buttons may be an alternative to the use of detectors, provided the button can be pushed by a cyclist from the street.



BICYCLE MASTER PLAN

Part III: Miscellaneous Design Considerations

A. Detrimental Practices

A1. Sidewalk Bikeways

Early bikeway efforts were aimed at multiple use of sidewalks for pedestrians and bicyclists.

While in rare instances this type of facility may be necessary, or desirable for use by small children, in most cases it should be avoided.

Sidewalks are generally not suited for cycling for several reasons:

- They put cyclists in conflict with pedestrians.
- There are potential conflicts with utility poles, sign posts, benches and other "street furniture."
- Bicyclists face conflicts at virtually every driveway, alley or intersection, as motorists are not expecting bicyclists. A cyclist on a sidewalk is generally not visible to motorists, so that the cyclist emerges unexpectedly. This is especially true of cyclists riding in the direction opposite to adjacent motor vehicle traffic—drivers are not looking for a vehicle coming from this direction.
- Bicyclists are put into awkward situations at intersections where they cannot safely act like a vehicle but are not in the pedestrian flow either, which creates confusion for other road users.

Cyclists are safer when they are allowed to function as roadway vehicle operators, rather than as pedestrians.

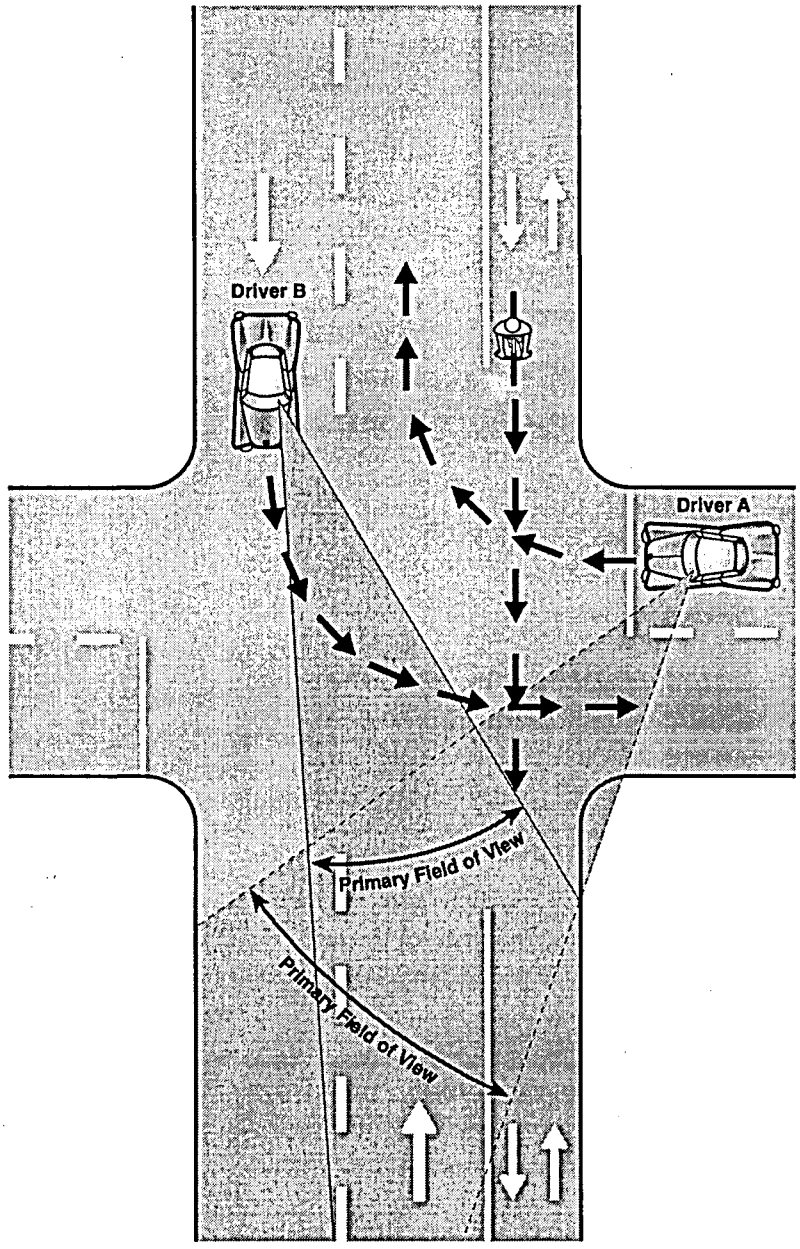
A2. Extruded Curbs

These low curbs, when used to separate motor vehicles from cyclists, create an undesirable condition. Bicyclists or motorists may hit the curb and lose control, with the motor vehicle crossing onto the bikeway or more often the cyclist falling onto the roadway. Extruded curbs also make bikeways difficult to maintain and tend to collect debris.

A3. Two-Way Bicycle Lane on one side of road

While this may seem a practical alternative to the expense of two bicycle lanes, it creates a condition that is very dangerous for bicyclists (Figure A3.1). The

FIGURE A3.1 **Problems with Two-way Bike Lane on One Side of the Road**



Right-turning driver A is looking for traffic on the left; Left-turning driver B is looking for traffic ahead; In both cases, a wrong-way bicyclist is not in the driver's main field of vision.

bicyclist closest to the motor vehicle lane has opposing motor traffic on one side and opposing bicycle traffic on the other. This configuration also promotes illegal wrong-way riding and creates awkward and dangerous movements in transitions back to standard bikeways.

A4. Reflectors in Pavement

Pavement reflectors or other raised markings can deflect a bicycle wheel, causing the cyclist to lose control. If pavement markers are needed for motorists, they should be installed on the motorist's side of the stripe, and have a beveled front edge. This may be desirable in some isolated instances, such as where drivers consistently intrude on a bicycle lane at the inside of a curve.

A5. Continuous Right-turn Lanes

Continuous right-turn lanes make it extremely difficult for bicyclists to judge where they should be riding (Figure A3.2). Riding against the curb puts them in conflict with right-turning cars, but riding to the left of the right-turn lane puts them in conflict with cars merging into and out of the right-turn lane. The best solution is to eliminate the continuous right-turn lane, consolidate accesses and create well-defined intersections, with the bicycle lane to the left of right-turning cars.

A6. Bicycle Lanes behind Diagonal Parking

Diagonal parking can cause conflicts on streets with high bicycle use. Car drivers backing out have very poor visibility of oncoming cyclists. It is generally not recommended to place bicycle lanes adjacent to diagonal parking.

B. Other Design Considerations

B1. Curb Cuts

Curb cuts for bicycle access to off-street paths and sidewalks should be designed so the bottom of the curb cut matches the gutter grade without an elevated lip (Figure A3.3). The bottom width of the curb cut should be the full width of the bikeway when the approaching path is perpendicular to the curb, and a minimum of 8 feet (2.4 m) wide when the approaching path is parallel and adjacent to the curb. Ten or 12 feet (3 or 3.6 m) may be necessary on downhill grades.

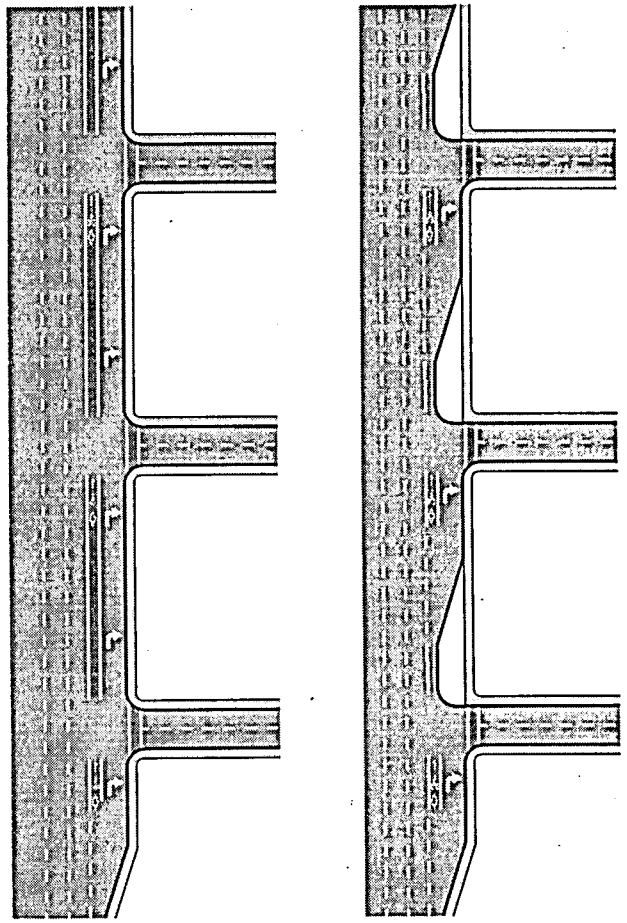
B2. Drainage Grates

Care must be taken to make sure that drainage grates are bicycle-safe. If not, a bicycle wheel may fall into the slots of the grate causing the cyclist to fall. Replacing existing grates (preferred method) or welding thin metal straps across the grate perpendicular to the direction of travel (alternate method) is required (Figure A3.4). Metal straps should be checked periodically to ensure that they remain in place.

Inlets in the curb face (type CG-3) are preferable to street-surface designs (types G-1, G-2, CG-1 and CG-2). If a street-surface grate is required for drainage, care must be taken to ensure that the front of the grate is flush with the road surface.[1]

Inlets should be raised after a pavement overlay, to within 1/4" (6 mm) of the new surface. If this is not possible or practical, the pavement must taper into drainage inlets so they do not cause an abrupt edge at the inlet. Another option is to recess the curb line in the area of the grate, removing the grate from the cyclist's travel path.

FIGURE A3.2 **Continuous Right-Turn Lane Creates Constant Conflicts**



Undesirable **Desirable**

B3. Railroad crossings

Special care must be taken wherever a bikeway intersects a railroad crossing. The most important design considerations for bicyclists at crossings are smoothness, angle of crossing, and flange depth and width (Figure A3.5).

B3a. Smoothness

Rubberized crossings have proven very effective in maintaining a durable, smooth crossing. Concrete is a material that is also widely used. When laid with precision, concrete provides a smooth ride, and may be the best overall material. If asphalt pavement is used, it must be maintained in order to prevent a ridge buildup next to

FIGURE A3.3 **Curb Cuts for Paths**

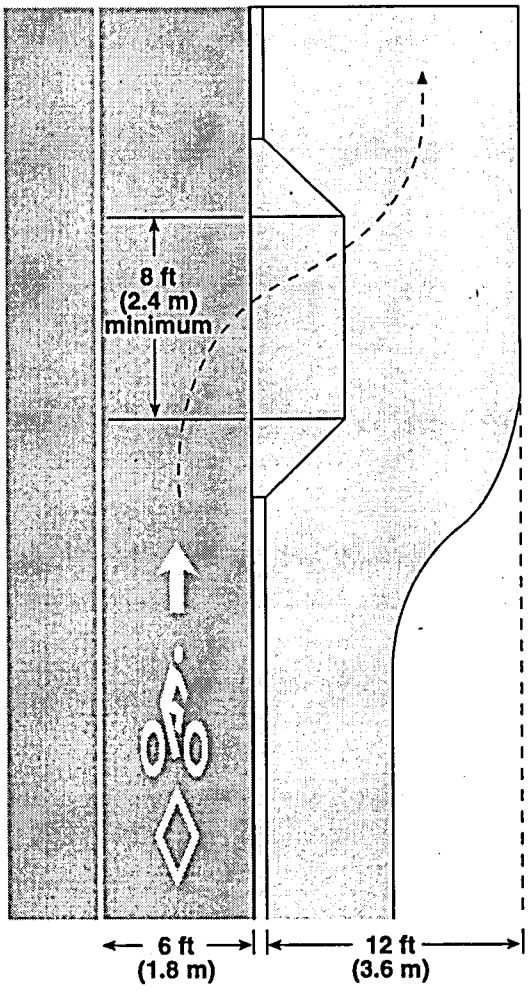
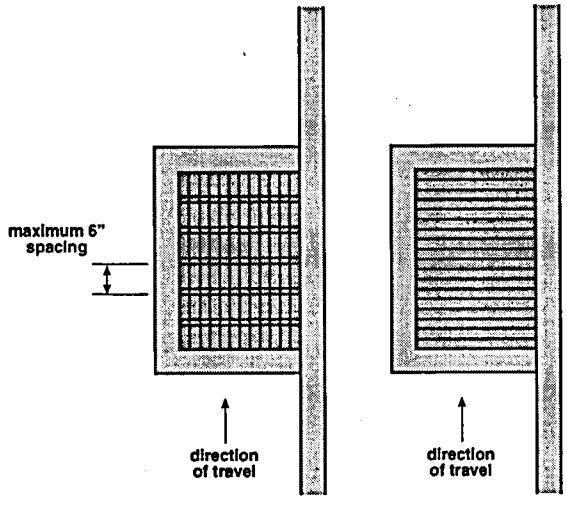


FIGURE A3.4 **Bicycle-Safe Drainage Grates**



the rails. Timber crossings may prove to be smoother in some circumstances, but they can wear down rapidly and are often slippery when wet.

B3b. Angle of crossing

The risk is kept to a minimum where the bikeway crosses the tracks at a 90° angle. The minimum acceptable angle is 45°. If the skew angle is less than 45°, special attention must be given to the bikeway alignment to improve the angle of approach, preferably to 60° or greater.

B3c. Flange

The open flange area between the rail and the roadway surface can cause problems for cyclists, since it can catch a bicycle tire, causing the rider to be thrown off the bicycle. Flange width (the space between the rail and the crossing material) must be kept to a minimum.

B3d. Signs

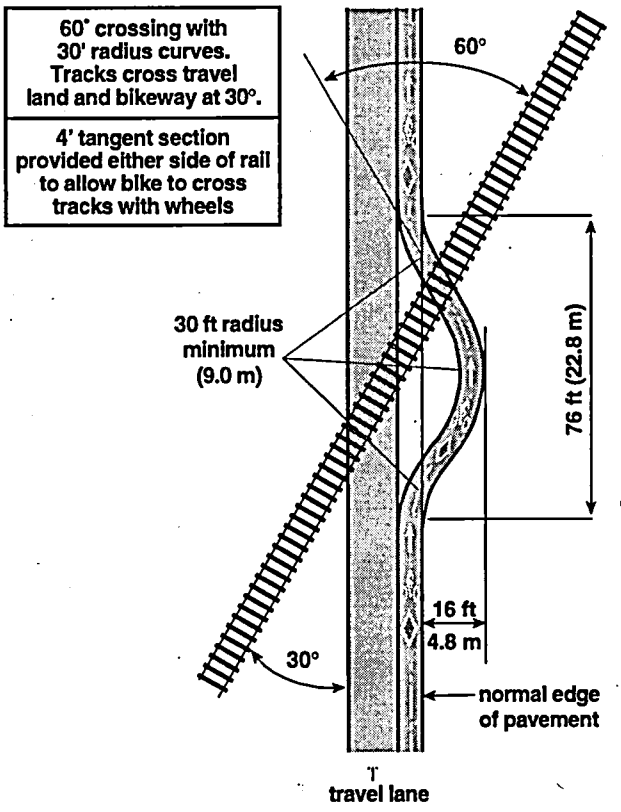
Advance warning signs should be installed on off-street paths and on-street bikeways in advance of railroad crossings.

B4. Keeping bikeways open during construction and other travel disruptions

Through bicycle and pedestrian movement must be maintained during construction and other projects disrupting travel (e.g., filming for commercials, special events), particularly on bridges. Pedestrians and bicyclists are the most susceptible to disruptions in their normal travel routes, because of their slower speeds and exposure to noise, dirt and fumes. Temporary lane restrictions, detours and other traffic control measures instituted during construction or other travel disruptions should be designed to accommodate non-motorized travelers whenever possible, especially in areas where these modes are normally encountered.

If the disruption occurs in a bicycle lane over a short distance (approximately 500 ft or less), bicyclists should be routed to share a motor vehicle lane. On longer projects, and on busy roadways, a temporary bicycle lane or wide outside lane should be provided. Bicyclists should not be routed onto sidewalks with pedestrians unless the traffic engineer deems there to be no reasonable alternative. If the proposed work is on a designated bikeway and there can be no accommodation for bicyclists, a reasonable detour needs to be established and signed.

FIGURE A3.5 **Treatment for Bike Lanes Crossing Railboad Tracks**



Important considerations for street disruptions include:

- Metal plates create a slick and dangerous surface for cyclists, and are not easily visible at night or in the rain. If metal plates are to be used to accommodate traffic, the plates may not have a vertical edge greater than one inch without a temporary asphalt lip to accommodate bicyclists. Type II or III Barricades with flashers should be placed at least 20 feet in advance.
- Construction holes or depressions should never be left without physical barriers preventing cyclists from falling in. For holes that need to be left for over two days, temporary fill should be used to create a level surface for the hole or depression. If the hole is to remain for less than two days, Type II or III Barricades with flashers should be placed to prevent cyclists from riding into it.
- In all cases of road surface construction or other disruptions, Type II or III Barricades with flashers should be placed at least 20 ft in advance.
- The placement of advance construction signs should obstruct neither the pedestrian's nor the bicyclist's path. Where there is sufficient room, placing signs half on the sidewalk and half on the roadway may be the best solution where there is no planting strip (Figure A3.6).

Construction project managers should notify the Bicycle Program in the case of major disruptions and release information to the local media.

B5. Contra-Flow Bicycle Lanes

Contra-flow bicycle lanes on a one-way street are not usually recommended. There are, however, special circumstances under which this design may be desirable, if the following conditions are met:

- The contra-flow bicycle lane provides a substantial savings in out-of-direction travel compared to the route motor vehicles must follow;
- The contra-flow bicycle lane is short and provides direct access to a high-use destination point;
- Safety is improved because of reduced conflicts;

FIGURE A3.6 **Placement of Construction Signs**

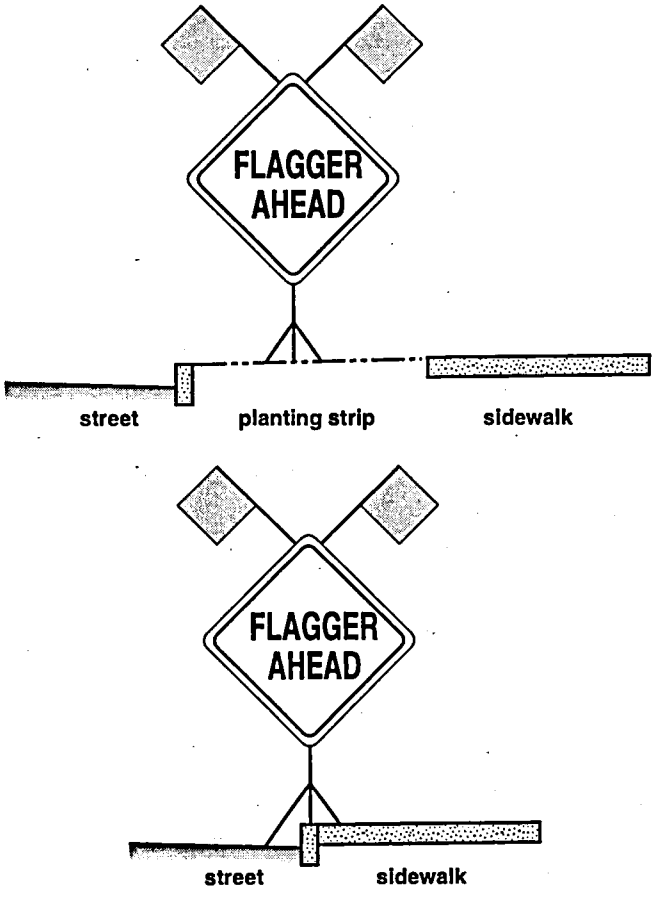
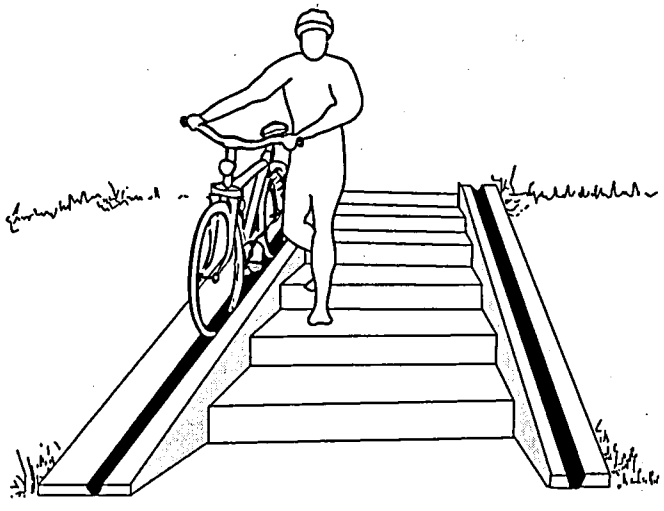


FIGURE A3.7 **Bicycle Ramp on Stairs**



- There are no or very few intersecting driveways, alleys or streets on the side of the proposed contra-flow lane;
- Bicyclists can safely and conveniently reenter the traffic stream at either end of the section;
- A substantial number of cyclists are already using the street; and
- There is sufficient street width to accommodate a full-dimension bicycle lane.

A contra-flow bicycle lane may also be appropriate on a one-way street recently converted from a two-way street (especially where this change occurred to reduce motor vehicle traffic through neighborhoods).

For a contra-flow bicycle lane to function well, these special features must be incorporated into the design:

- The contra-flow bicycle lane must be placed on the right side of the street (to drivers' left) and must be separated from oncoming traffic by a double yellow line. This indicates that the bicyclists are riding on the street legally, in a dedicated travel lane.
- Any intersecting alleys, major driveways and streets must have signs indicating to motorists that they should expect two-way bicycle traffic.
- Existing traffic signals must be fitted with special signals for bicyclists, with loop detectors or push-buttons. The push-buttons must be placed so they can be easily reached by bicyclists, without having to dismount.
- It is preferable to place a separate bicycle lane in the direction of motor vehicle traffic, striped as a normal bicycle lane. Where the roadway width does not allow this, bicyclists will have to share the road with traffic. In this situation, striping the contra-flow bicycle lane should take precedence, otherwise some cyclists will be tempted to ride illegally against traffic.

B6. Staircase Design

Staircases should be designed with a bicycle wheel gutter on the side or down the middle to allow bicyclists to roll their bicycles up and down the stairs (see Figure A3.7). Where possible, bicycle wheel gutters should be provided as an

B. Other Design Considerations

(continued)

integral part of the staircase design instead of add-on feature. The gutter should have dimensions of no less than 3" x 3" x 1/2" and, if not designed as an integral component of the stairpath, should be firmly affixed to the handrail. Attachments should be made flush with the gutter surface, and the gutter itself should be flush with all landings. Bicycle wheel gutters should be constructed of a material designed to withstand the elements.

The City of Portland has a number of staircases with bicycle wheel gutters, none of which have conflicted with pedestrian use. Because of the potential for such conflicts, bicycle wheel gutter design and inclusion will be left to the discretion of the supervising engineer.

B7. Traffic Calming Devices: Considerations for Bicycles

The City of Portland's Traffic Calming Program (TCP) works to improve neighborhood livability by addressing the impacts of excessive traffic and speeds. The Program plans and implements projects on local streets to encourage the use of the arterial system and reduce traffic speeds. The Program also plans and implements projects on residential neighborhood collector streets to slow traffic speeds and enhance alternative transportation options. TCP's Neighborhood Speed Watch Program increases public awareness about the impacts of speeding by loaning radar guns to citizen volunteers and sending reminders to drivers observed exceeding the speed limit.

Most traffic calming projects involve the installation of such measures as speed bumps, curb extensions, diverters, rumble strips, and traffic circles. Generally, these measures are complementary to bicycle travel and are treatments used on bicycle boulevards. However, these measures can also be problematic to bicycles if not well planned and installed. The following considerations apply to all streets, but in particular, those streets identified as bikeways on the City's Bikeway Network.

B7a. Speed Bumps

Consideration: Speed bumps should be built to the City standard of fourteen or twenty-two feet. These bumps will slow motor vehicles while providing a smooth ride for cyclists.

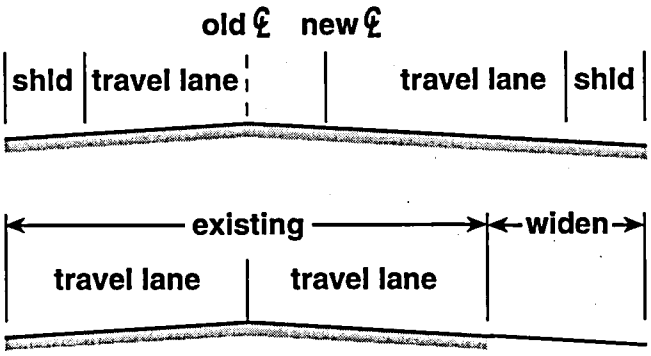
B7b. Rumble Strips

Consideration: Rumble strips should not be placed in a bicycle lane or within the right-most four feet of a vehicle travel lane.

B7c. Curb Extensions

Consideration: On streets without a centerline stripe, motor vehicles can safely pass cyclists at an intersection with a curb extension. On streets with a centerline stripe, the curb extension should be placed such that a 12 foot (minimum) to 14 foot (desirable) outside lane is left on the roadway to allow bicyclists to pass through the intersection safely. A ten foot (minimum) auto lane next to a four foot (minimum) bicycle lane is also acceptable. Otherwise, bicyclists will have to veer out into traffic, or motor vehicles will "squeeze" bicyclists going through the intersection.

FIGURE A3.8 **Shoulder Widening on One Side of the Road**



B7d. Circles

Consideration: In general, cyclists often complain that they feel "squeezed" by motor vehicles trying to pass at a traffic circle. On streets where bicycle lanes are recommended (generally on streets above 3000 ADT), speed bumps are preferable to traffic circles. When implementing traffic circles, careful consideration should be given to the impact of the circle on bicycle travel.

B7e. Diverters

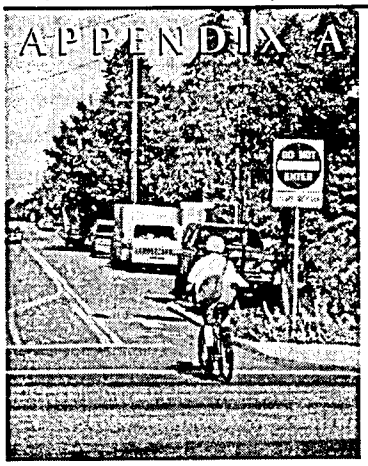
Consideration: All traffic diverters should preserve bicycle turning movement options and through access unless overriding safety concerns exist. A bicycle "cut-through" at full diverters should be wide enough (four feet) to accommodate a bicycle trailer.

B8. Lighting for bikeways

During low light conditions the presence of fixed-source lighting helps a bicyclist to see road surface conditions and avoid potential obstacles. Lighting for both off-street paths and on-street bikeways should be considered where night riding is expected, particularly through underpasses and tunnels, at major intersections, and when nighttime security could be a problem. All bikeways should be lit to appropriate City lighting standards.

B9. Roadway shoulder widening

If widening is performed on only one side of the roadway, consideration should be given to shifting the centerline stripe to allow for adequate travel lanes and shoulder bikeway or bicycle lanes (Figure A3.8). A normal 4-inch (100 mm) wide fog line stripe is used to delineate shoulder bikeways. Where physical constraints exist it may be acceptable to widen the shoulder to provide for bicycle travel in the uphill direction only, or to provide shoulder widening at strategic points along the roadway.



BICYCLE MASTER PLAN

Part IV: Signing and Marking

A. Basic Principles

Well-designed roads usually require very little signing, because they are built so all users understand how to proceed. Conversely, an overabundance of warning and regulatory signs may indicate a failure to have addressed problems. The attention of drivers, bicyclists and pedestrians should be on the road and other users, not on signs along the side of the road.

Oversigning of roadways is ineffective and can degrade their usefulness to users. Too many signs are distracting and a visual blight, they create a cluttered effect and waste resources.

The message conveyed by the sign should be easily understandable by all roadway users. The use of symbols is preferred over the use of text.

B. Bikeway Signing

B1. Off-street paths

Off-street paths should be signed with appropriate regulatory, warning and destination signs.

B1a. Regulatory Signs

The regulatory signs R1-1 (Stop) and R1-2 (Yield) should be used to regulate bicycle travel on off-street paths (Figures A4.1 and A4.2).

Note: signs R1-1 and R2-2 are reduced versions of standard motor vehicle signs. They should be used where they will be visible only to bicyclists, for example, where a path crosses another path or where a path intersects a roadway at right angles.

B1b. Warning Signs

The following warning signs should be used to inform path users of potentially hazardous conditions:

- Signs W1-1 and W1-2 indicate turns (Figures A4.3 and A4.4).
- Signs W2-1 and W2-2 give information about the approaching intersection (Figures A4.5 and A4.6).
- Sign W10-1 indicates and railroad crossing (Figure A4.7).
- Sign W7-5 warns of an approaching hill (Figure A4.8).
- Sign OBW11-1 with "XING" rider (Figure A4.9) should be placed in

FIGURE A4.1 **Stop (R-1)**

FIGURE A4.2 **Yield (R1-2)**

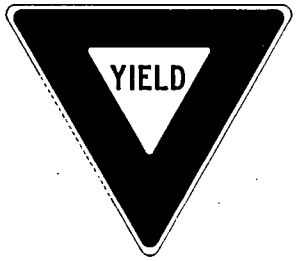
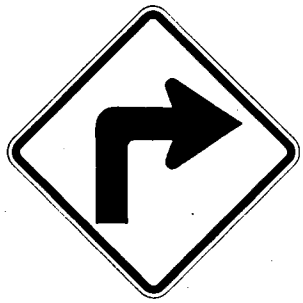


FIGURE A4.3 **Turn (W1-1)**



advance of a point where an off-street path crosses a roadway, if the crossing is in an area where it is not expected. This sign is not appropriate where bicycle lanes and shoulder bikeways cross streets at controlled intersections (traffic signals and stop signs).

B1c. Striping

On paths with high use, a broken yellow center line stripe may be used to separate the travel into two directions. Spacing may be either 3 foot (0.9 m) centerline segments with 9 foot (2.7 m) gaps or 10 foot (3 m) segments and a 30 foot (9 m) gaps between segments. A solid centerline stripe should be used through curves and areas of poor sight distance.

Note: Attempts to separate pedestrians from cyclists with an additional painted lane have not proven successful and are not recommended.

B2. Bicycle Lanes

B2a. Bicycle Lane Designation

Bicycle Lanes should be designated with the following markings:

- 8-inch (200 mm), white stripe (bicycle lane measurements are taken from the center of the stripe).
- Bicycle stencil, directional arrow, and diamond spaced every 1000 feet or after every major intersection, with three diamonds in between (Figure A4.10).

FIGURE A4.4 **Curve (W1-2)**

FIGURE A4.5 **Intersection Sign (W2-1)**

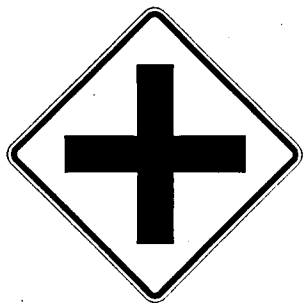


FIGURE A4.5 **Intersection Sign (W2-2)**

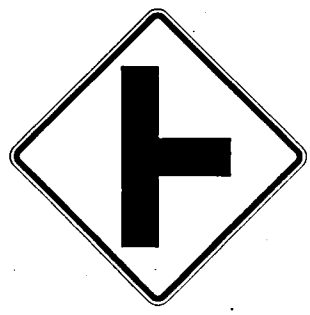


FIGURE A4.7 **Railroad (W10-1)**

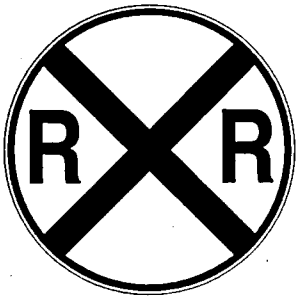
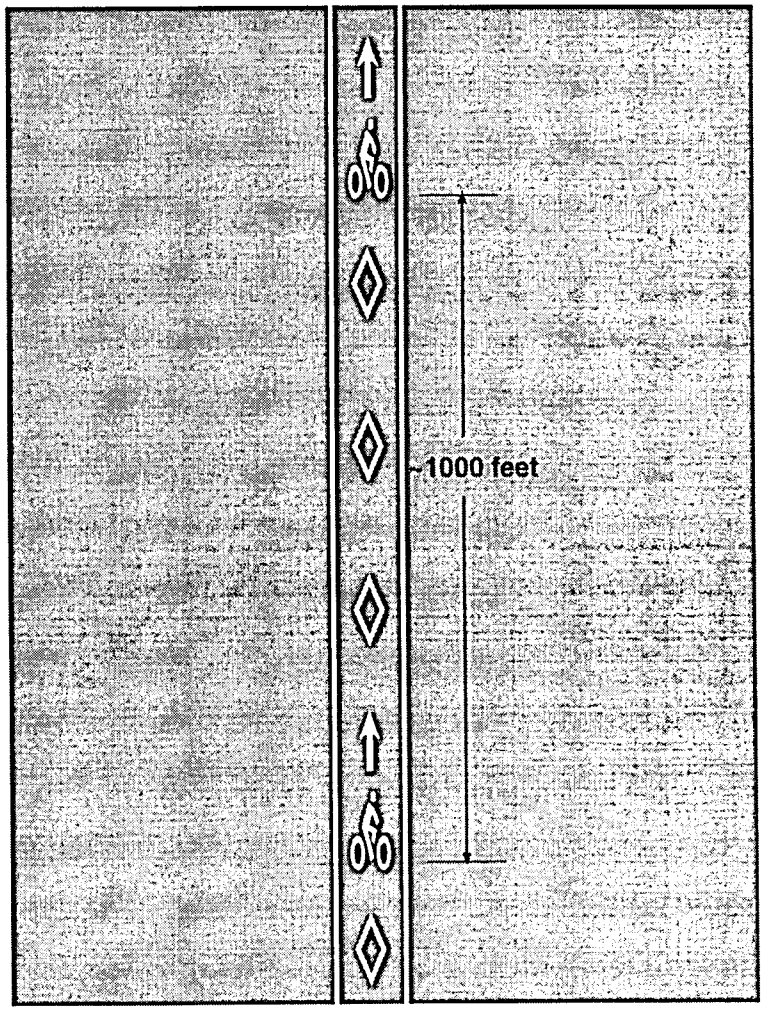


FIGURE A4.8 **Hill (W7-5)**

FIGURE A4.9 **OBW11-1 with "XING"**

The previous state standard guided PDOT to use the "Bike Only" marking rather than the bicycle stencil with an arrow. Since there are consequently many of these older markings on Portland streets, it will take a long time and considerable expense, to has replace them. Thus, while all new bikeways should use the current (bicycle/arrow/diamond) standard, the old ones will only be replaced as they wear out.

FIGURE A4.10 **Bike Lane Marking**



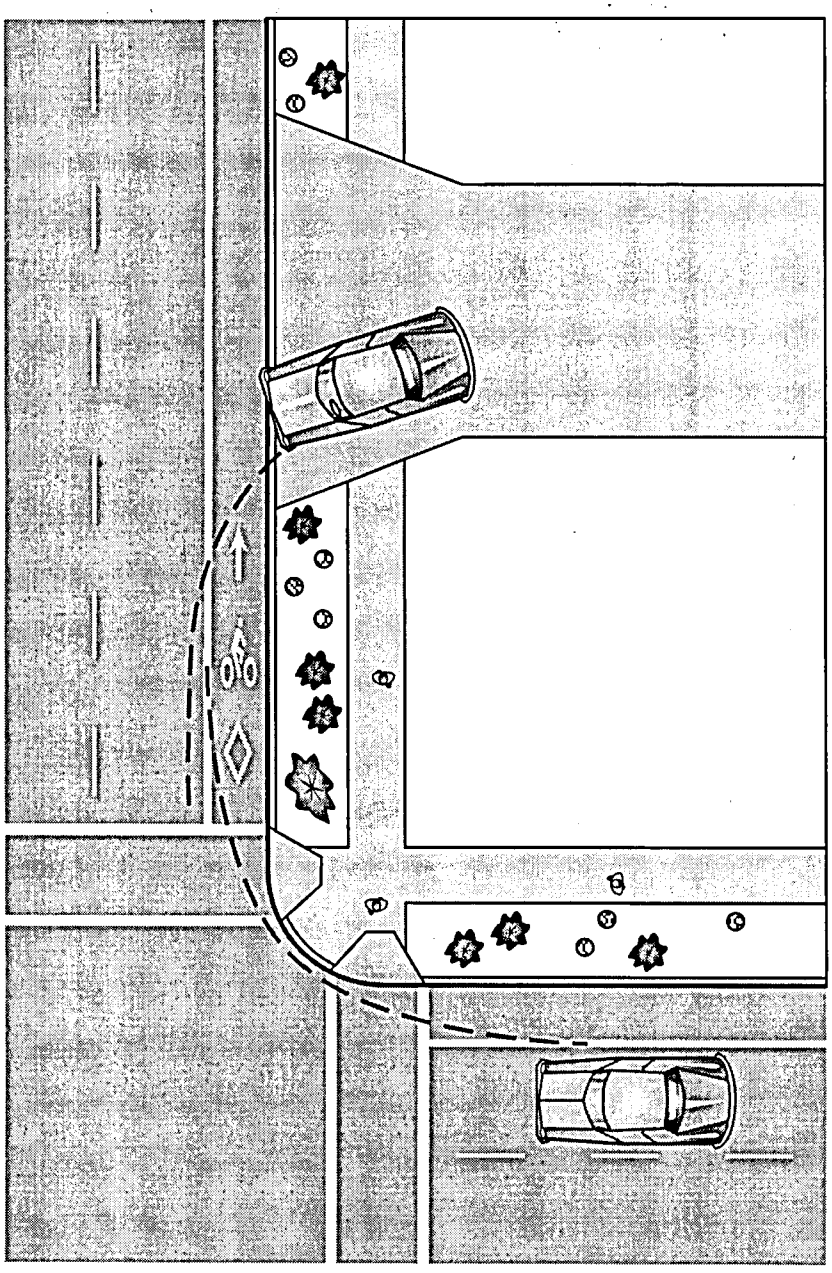
- In general, "No Parking" signs are not to be used with bicycle lanes; the bicycle lane should be marked well enough to be a parking deterrent. "No Parking" signs (P 100, P103, and P106; or MUTCD R 7-9a) may be used in cases where parking in bicycle lanes is a continual problem. Yellow painted curbs may also be used to indicate that parking is prohibited.
- "Right Lane, Bike Only" sign should be used sparingly in cases where clarity is needed (Figure A4.11).
- Bicycle route signs are to be used for directional information or bikeway identification. They should not be used in isolation; they must be used in conjunction with other informational signage.
- Bike lane ahead and Bike Lane ends signs should be used sparingly. The "Bike lane ends" sign may be used to indicate a merge situation.

FIGURE A4.11 **Right Lane Bike Only**

B2b. Marking Placement

Markings should be of cold plastic material. They should be placed after most intersections to alert drivers and bicyclists entering the roadway to the exclusive nature of the bicycle lanes. Markings should be placed approximately 1000 feet apart, with three symbols in between each bicycle/arrow/diamond stencil. Markings should be placed after every intersection where a parking lane is placed between the bicycle lane and the curb. Care must be taken to avoid placing markings in an area where motor vehicles are expected to cross a bicycle lane (Figure A4.12). This includes driveways and the area immediately after an intersection.

FIGURE A4.12 **Bike Lane Stencil Placed out of Swept Path of Turning Vehicles**



B2c. Intersections

Bicycle lanes should normally be striped to a marked crosswalk or to a point where turning vehicles would cross them. At intersections with a high volume of right-turning traffic, it may be advisable to skip stripe the bicycle lane for 50 feet preceding the intersection. The lanes should resume at the other side of the intersection. Bicycle lanes are not normally striped through intersections except in the case of skewed or complex intersections.

B2d. Right Turn Lanes at Intersections

The short through bicycle lane segment should be striped with two 8" (25 mm) stripes to the left of right-turn lane and connected to the preceding bicycle lane with dashed lines, using 8" X 36" (200 X 900 mm) segments on 15 foot (4.5 m) centers. The dashed line should be cold plastic material. A marking should be placed at the beginning of the through bicycle lane. Sign R4-4, BEGIN RIGHT TURN LANE, YIELD TO BIKES, should be placed at the beginning of the taper (Figure A4.13).

FIGURE A4.13 **Bike Lane Marking at Right-Turn Lane**

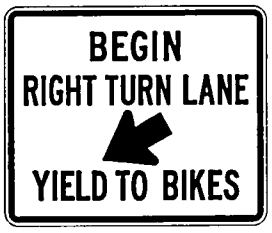


FIGURE A4.14 **Directional Bicycle Route Sign**

FIGURE A4.15 **W11-1 with Riders**

B2e. Outer Edge of Bicycle Lane

If parking is allowed next to a bicycle lane, the parking area should be defined by parking space markings or a solid 4-inch (100 mm) stripe.

B3. Bicycle Boulevard

Directional "Bicycle Route" signs should be used on a bicycle boulevard to guide bicyclists to specific destinations, e.g., "Bicycle Route...To Lloyd Center," or "Mt. Tabor Bikeway" (Figure A4.14).

"Bike Xing" signs (MUTCD W11-1) should be used where bicycle boulevard crosses a major roadway (Figure A4.9).

B4. Shared Roadways

B4a. Signing

In general, no signs are required for a shared roadway not on the city's Bikeway Network. Bicyclists should be expected on all urban local streets, which are mostly shared roadways.

On narrow roads heavily used by cyclists, it may be helpful to install bicycle warning signs (W11-1) with the rider ON ROADWAY. These signs should be used where there is insufficient shoulder width for a significant distance. This signing should be in advance of the roadway condition. If the roadway condition is continuous, an additional rider "NEXT XX MILES" may be used (Figure A4.15).

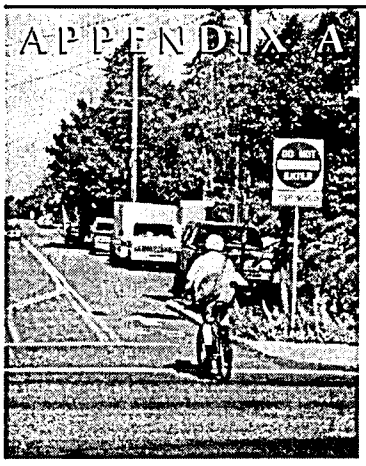
B4b. Directional and Destination Signs

Directional "Bicycle Route" signs should be used on shared roadways to direct bicyclists from one bikeway to another where the bikeway is not continuous, e.g., "Bicycle Route...To SE Ankeny Bikeway" (see Figure A4.14), or between a bikeway and a destination. In Portland, there are presently hundreds of "Bike Route" signs that were intended to guide bicyclists on to the best shared roadways for bicycle travel. Although these serve a useful function, they do not provide enough information to assist bicyclists in reaching their destinations. Furthermore, the bicycle community has consistently requested better facilities than simply signing shared roadways. Thus, over time these signed shared roadways will either be treated with the appropriate bicycle facility [see Section III, Recommended Bikeway Network] or the "Bike Route" signs eliminated or improved with the addition of directional information to assist with connections.

B4d. Placement of Signs

Because of cyclists' and pedestrians' lower line of sight, on off-street paths the bottom of signs should be about 5 feet (1.5 m) above the path. If a secondary sign is mounted below another sign, it should be a minimum of 4 feet (1.2 m) above the path. The signs should have sufficient lateral clearance from the edge of the path: recommended 3 feet (0.9 m), minimum 2 feet (0.6 m).

Signing for on-street bikeways should conform to City standards.



BICYCLE MASTER PLAN

Part V: Maintenance

A bicyclist is riding on two very narrow, high-pressure tires. What may appear to be an adequate roadway surface for automobiles (with four wide, low-pressure tires) can be treacherous for cyclists. Fairly small rocks can deflect a bicycle wheel, a minor ridge in the pavement can cause a spill, a pot-hole can cause a wheel rim to bend. Wet leaves are slippery and can cause a bicyclist to fall. The gravel that gets blown off the travel lane by traffic accumulates against the curb, in the area where bicyclists are riding. Thus, it is important to properly maintain existing facilities. Bikeways will always be subject to debris accumulation and surface deterioration.

Adequate maintenance will help to protect the investment of public funds in bikeways, so they can continue to be used safely. Poorly maintained facilities will become unusable and they may become a legal liability. Cyclists who continue to use them may risk equipment damage and injury. Others will choose not to use the facility at all.

A. Facility Maintenance Request Program

The City's Bicycle Facility Maintenance Request Program, initiated in March 1994, responds to requests for small-scale, low-cost improvements, such as sweeping, repairing surface problems, and replacing unsafe gratings. Bicyclists can make a request in two ways:

- By sending in a request card. Cards are available at area bike shops, through interest groups and PDOT.
- By calling the Bicycle Program (823-7082).

Bicycle Program staff catalogue all requests and route them to the appropriate Bureau of Maintenance (BOM) department. Requests for work outside PDOT's jurisdiction are sent to the appropriate jurisdiction, and requests that are outside the scope of the program are considered for Capital Improvement Program (CIP) or other funding sources. The person making the request is contacted either by letter or telephone once action is taken.

B. Routine Maintenance

B1. Sweeping

PDOT's current practice is to sweep arterial streets and bridges eight to ten times per year, residential streets six times per year, and the central business district six times per week. PDOT's street cleaning program is subject to change based on funding levels and other considerations.

Each year, the Bicycle Program provides a list of high priority streets to the Bureau of Maintenance. This list will be used by the Bureau in planning resource allocations for street cleaning for routine service as well as for removing sanding materials used during winter snow and ice storms.

B2. Surface Repairs

A smooth surface, free of potholes and other major surface irregularities, should be provided and maintained. Care should be taken to eliminate other physical problems. Requests for surface improvements should be made through the Bicycle Facility Improvement Request Program.

B3. Pavement Overlays

These are usually ideal opportunities to greatly improve conditions for cyclists. But by ignoring the outer edge of the roadway, some conditions may worsen. It is particularly important to avoid leaving a ridge in the area where cyclists ride, which occurs where an overlay extends part-way into a shoulder or bike lane. Many overlay projects offer a chance to widen the roadway for greater bicycle space, or to restripe the roadway with bike lanes.

RECOMMENDATIONS:

- The Bicycle Program should review each paving list and work with BOM to implement bike lanes during repaving where possible and feasible given street widths and traffic volumes.
- Extend the overlay over the entire surface of the roadway to avoid leaving an abrupt edge. If this is not possible, and there is adequate shoulder or bike lane width, it may be appropriate to stop at the shoulder or bike lane stripe, provided no abrupt ridge remains.
- After overlays, raise inlet grates, manhole and utility covers to within 1/4" (6 mm) of the pavement.

In addition, private property owners with gravel driveways along a shoulder should pave the driveway 5-10 feet (1.5-3 m) back from the edge of pavement, or to right-of-way, to prevent gravel from spilling onto the shoulders or bike lanes.

B4. Vegetation

Vegetation encroaching into and under the bikeway is both a nuisance and a hazard. Property owners in Portland are responsible for ensuring their trees and shrubs do not cause safety problems. Violations can be reported to the Nuisance Control Department at 823-7306 or to the Bicycle Program through the Bicycle Facility Maintenance Request Program.

B. Routine Maintenance

(continued)

Tree roots causing premature break-up of surfaces should be reported to the City Forester (823-4484), who is responsible for approving root removal.

B5. Signs, Stripes and Legends

It is very important that bikeway signs, striping, and legends be kept in a readable condition.

RECOMMENDATIONS:

- Inspect bikeway signs and legends regularly.
- Replace defective and obsolete signs as soon as possible.
- Depending on wear, repaint bike lanes on an annual basis. Bike lane stripes may wear out less often on lower traffic volume streets than on higher volume streets.
- Use cold plastic for skip striping bike lanes across right turn lanes.
- Repair problems with bike lane striping and markings on a request basis through the Bicycle Facility Improvement Program or through routine maintenance.

B6. Drainage Improvements

Though drainage facilities are usually well-designed and constructed when new, they do change grades and deteriorate over time. It is often necessary to adjust or replace catch basins to improve drainage. A bicycle-safe drainage grate at the proper height greatly improves bicycle safety. Sometimes small asphalt dams are constructed on highway shoulders to divert storm water into catch basins. These can be a hazard to cyclists.

RECOMMENDATIONS:

- Raise low catch basin grates to the proper pavement elevation.
- Modify or replace non-standard drainage grates with bicycle-safe grates.
- Repair or relocate faulty drains at intersections where the water backs up onto the curb cut or into the crosswalk.

Unsafe grates should be replaced on a request basis through the Bicycle Facility Maintenance Request Program and whenever bikeway improvements are made, e.g., during installation of new bike lanes or bike boulevards.

C. Other Maintenance Activities

C1. Chip Sealing

Chip seals leave a rough surface for bicycling. Sometimes a chip seal will cover the travelway and part of the shoulder area. This leaves a ragged edge or ridge in the shoulder, with material of different height and texture, which becomes a problem for bicycling.

C. Other Maintenance Activities

(continued)

RECOMMENDATIONS:

- If the shoulder or bike lanes area must be chip sealed, the entire shoulder area should be covered with a well-rolled, fine-textured material: 3/8"-10 or finer for single pass, 1/4"-10 for second pass.
- Sweep the shoulder area as soon as possible following chip seal operations.

C2. Patching Activities

Loose asphalt materials from patching operations often end up on the shoulder, where the larger particles adhere to the existing surfacing, causing a very rough surface.

RECOMMENDATION:

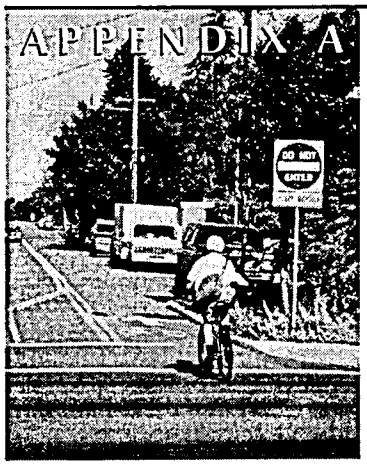
- Sweep fresh loose materials off the road before they have a chance to adhere to the pavement.

C3. Utility Cuts

Utility cuts can leave a rough surface for cyclists if not back-filled with care. Sidewalk cuts should be repaired to the same degree of smoothness as a new sidewalk.

RECOMMENDATIONS:

- Back-fill cuts in bike lanes to the level of the roadway: an exaggerated hump will not get packed down by bicycle traffic.
- Exercise extra care with cuts parallel to bicycle traffic to avoid a ridge or groove in the bicycle wheel track.
- Back-fill cuts in sidewalks with concrete, flush with the surrounding sidewalk grade.



BICYCLE MASTER PLAN

Part VI:
Portland Bicycle Parking Code Requirements

Following are the current code requirements for providing bicycle parking as part of new development in Portland. A revised version of these requirements is currently proposed (see Table 4.4) to comply with the Transportation Planning Rule, but as yet there is no scheduled date for adoption. For a more detailed discussion of bicycle parking considerations, see Section IV, End-of-Trip Facilities.

Title 33, Planning and Zoning Code, Bicycle Parking

33.266.200 Purpose

Bicycle parking is required in some use categories to encourage the use of bicycles by providing safe and convenient places to park bicycles. The required number of spaces is lower for uses that do not tend to attract bicycle riders and higher for those uses that do.

33.266.210 Required Bicycle Parking

The required minimum number of bicycle parking spaces for each use category is shown on Table 266-6 (see below).

33.266.220 Bicycle Parking Standards

A. Location

1. Required bicycle parking must be located within 50 feet on an entrance to the building. With permission of the Office of Transportation bicycle parking may be located in the public right-of-way.
2. Bicycle parking may be provided within a building, but the location must be easily accessible to bicycles.

B. Covered Spaces

1. If motor vehicle parking is covered, required bicycle parking must also be covered.
2. If 10 or more bicycle spaces are required, then at least 50 percent of the bicycle spaces must be covered.

C. Signs

If the bicycle parking is not visible from the street, then a sign must be posted indicating the location of the bicycle parking facilities.

Title 33, Planning and Zoning Code, Bicycle Parking

(continued)

D. Rack types and required areas

Bicycle racks and the area required for parking and maneuvering must meet the standards of the Office of Transportation (see below).

Standards for Bicycle Rack Types and Dimensions

A. Rack Type

1. The intent of the rack standards section is to ensure that required bicycle racks are designed so that bicycles may be securely locked to them without undue inconvenience and will be reasonably safeguarded from accidental damage.
2. Bicycle racks must hold bicycles securely, and support the frame so that so that the bicycle cannot be pushed or fall to one side in a manner that will damage the wheels or components.
3. Bicycle racks must accommodate locking the frame and the front wheel to the rack with a standard high-security U-shaped shackle lock, if the bicyclist does not remove either wheel from the bicycle.
4. Bicycle racks must be securely anchored.

TABLE 266-6 **Minimum Required Bicycle Parking Spaces**

USE CATEGORIES	MINIMUM REQUIRED SPACES
Household Living	
Multi-dwelling	2, or 1 per 10 auto spaces
All other residential structure types	None
Group living	1 per 20 auto spaces
Commercial Categories	
Retail Sales and Services, Office	2, or 1 per 20 auto spaces, whichever is greater
Drive-Up Vehicle Servicing, Vehicle Repair	None
Commercial Parking Facilities, Commercial Outdoor Recreation, Major Event Entertainment	4, or 1 per 20 auto spaces, whichever is greater
Self Storage	None
Industrial Categories	2, or 1 per 40 spaces whichever is greater
Service Categories	
Basic Utilities	
Park and Ride Facilities	2, or 1 per auto spaces, whichever is greater
All others	None
Community Service, Essential Providers, Parks and Open Areas	2, or 1 per 20 auto spaces, whichever is greater
Schools	
High schools	4 per classroom
Middle schools	2 per classroom
Elementary schools	2 per 4th and 5th grade classroom
Colleges, Medical Centers, Religious Institutions, Daycare Uses	2, or 1 per 20 auto spaces, whichever is greater

Title 33, Planning and Zoning Code, Bicycle Parking

(continued)

TABLE 4.2 **Recommended Zoning Code Minimum Required Bicycle Parking Spaces**

SHORT-TERM BICYCLE PARKING	
USE CATEGORIES	MINIMUM REQUIRED SPACES (WHICHEVER IS GREATER)
Residential Categories	
Multi-Unit Dwellings	2, or 1 per 10 units
Commercial Categories	
Retail Sales & Service	2, or 1 per 5,000 ft2 floor area
Office	2, or 1 per 10,000 ft2 floor area
Service Categories	
Community Service	2, or 1 per 5,000 ft2 floor area
Parks & Open Areas	determined by Conditional Use review
Medical Centers	2, or 1 per 20,000 ft2 floor area
Religious Institutions	2, or 1 per 2,000 ft2 floor area

LONG-TERM BICYCLE PARKING	
USE CATEGORIES	MINIMUM REQUIRED SPACES
Residential Categories	
Multi-Unit Dwellings	1 per dwelling unit
Retirement Center Apartments	1 per 4 dwelling unit
Multi-Unit Dwellings w/private garages	None
Group Living	2, or 1 per 10 residents
Commercial Categories	
Retail Sales & Service	2, or 1 per 8,000 ft2 floor area
Office	2, or 1 per 3,000 ft2 floor area
Quick Vehicle Servicing	2, or 1 per 3,500 ft2 floor area
Vehicle Repair	2, or 1 per 5,000 ft2 floor area
Commercial Parking Facilities	10, or 1 per 20 auto parking spaces
Commercial Outdoor Recreation	10, or 1 per 20 auto parking spaces
Major Event Entertainment	10, or 1 per 40 seats
Industrial Categories	
Manufacturing	2, or 1 per 7,500 ft2 floor area
Warehousing	2, or 1 per 20,000 ft2 floor area
Service Categories	
Light Rail Stations (outside central city)	4
Park and Ride Lots	10, or 10 per acre
Transit Transfer Centers	4, or 10 per acre
Community Service	2, or 1 per 6,000 ft2 floor area
High Schools	8 per classroom
Middle Schools	8 per classroom
Elementary Schools (4th & 5th grade only)	4 per classroom
Colleges	2, or 1 per 10,000 ft2 floor area, plus 1 per dormitory unit
Medical Centers	2, or 1 per 3,500 ft2 floor area
Religious Institutions	2, or 1 per 2,000 ft2 floor area
Daycare Uses	2, or 1 per 10,000 ft2 floor area

Title 33, Planning and Zoning Code, Bicycle Parking

(continued)

B. Rack Approval Process

1. Staff of the Bicycle Program in the Bureau of Traffic Management will make an initial determination as to whether a rack meets the requirements of this section. A list of acceptable bicycle racks will be provided by the Bicycle Program.
2. Any person or organization selecting a bicycle rack not on the list provided may request that the staff of the Bicycle Program review the rack for acceptance.
3. Any person or organization who is denied approval of a proposed bicycle rack because it does not meet the requirements of this section, but who feels the rack meets the intent stated above, may request an adjustment.

C. Parking Space Dimensions

1. Bicycle parking spaces must be at least 6 feet long and 2 feet wide, and in covered situations the overhead clearance must be at least 7 feet.
2. An aisle for bicycle maneuvering must be provided and maintained beside or between each row of bicycle parking. This aisle must be at least 5 feet wide.
3. Each required bicycle parking space must be accessible without moving another bicycle.
4. Areas set aside for bicycle parking must be clearly marked and reserved for bicycle parking only.

BICYCLE MASTER PLAN

Summary of Laws Related to Bicycling in Oregon

ORS 366.514
"The Bicycle Bill"

Funding for Bicycle and Pedestrian Facilities

366.514 Use of highway fund for footpaths and bicycle trails.

(1) Out of the funds received by the department or by any county or city from the State Highway Fund reasonable amounts shall be expended as necessary to provide footpaths and bicycle trails, including curb cuts or ramps as part of the project. Footpaths and bicycle trails, including curb cuts and ramps as part of the project, shall be provided wherever a highway, road or street is being constructed, reconstructed or relocated. Funds received from the State Highway Fund may also be expended to provide footpaths and trails along other highways, roads and streets and in parks and recreation areas.

(2) Footpaths and trails are not required to be established under subsection (1) of this section:

(a) Where the establishment of such paths and trails would be contrary to public safety;

(b) If the cost of establishing such paths and trails would be excessively disproportionate to the need or probable use; or

(c) Where sparsity of population, other available ways or other factors indicate an absence of any need for such paths and trails.

(3) The amount expended by the department or by a city or county as required bor permitted by this section shall never in any one fiscal year be less than one percent of the total amount of the funds received from the highway fund. However:

(a) This subsection does not apply to a city in any year in which the one percent equals $250 or less, or to a county in any year in which the one percent equals $1,500 or less.

(b) A city of county in lieu of expending the funds each year may credit the funds to a financial reserve or special fund in accordance with ORS 280.100, to be held for not more than 10 years, and to be expended for the purposes required or permitted by this section.

ORS 366.514 "The Bicycle Bill"

(continued)

(c) For purposes of computing amounts expended during a fiscal year under this subsection, the department, a city or county may record the money as expended:

(A) On the date actual construction of the facility is commenced if the facility is constructed by the city, county or department itself; or

(B) On the date a contract for the construction of the facilities is entered with a private contractor or with any other governmental body.

(4) For the purposes of this chapter, the establishment of paths, trails and curb cuts or ramps and the expenditure of funds as authorized by this section are for highway, road and street purposes. The department shall, when requested, provide technical assistance and advice to cities and counties in carrying out the purpose of this section. The department shall recommend construction standards for footpaths and bicycle trails. Curb cuts or ramps shall comply with the requirements or ORS 447.310 and rules adopted under ORS 447.231. The department shall, in the manner prescribed for marking highways under ORS 810.200, provide a uniform system of signing footpaths and bicycle trails which shall apply to paths and trails under the jurisdiction of the department and cities and counties. The department and cities and counties may restrict the use of footpaths and bicycle trails under their respective jurisdictions to pedestrians and nonmotorized vehicles, except that motorized wheelchairs shall be allowed to use footpaths and bicycle trails.

(5) As used in this section, "bicycle trail" means a publicly owned and maintained lane or way designated and signed for use as bicycle route.

[1971 c.376 §2; 1979 c.825 §1; 1983 c.19 §1; 1983 c.338 §919; 1991 c.417 §7; 1993 c.503 §12]

366.515 [Amended by 1971 c.376 §3; 1973 c.249 §39; repealed by 1975 c.436 §7]

ODOT Interpretation of ORS 366.514

Notes:

1. The bill is divided into Sections (1)-(5).
2. The original language of the bill is written in italics, with ODOT's interpretation following in regular print.
3. The terminology of the original bill is outdated: "footpaths and bicycle trails" should read "walkways and bikeways."

(1) "Out of the funds received by the department or by any county or city from the State Highway Fund reasonable amounts shall be expended as necessary to provide footpaths and bicycle trails, including curb cuts or ramps as part of the project."

The law requires that reasonable amounts of State Highway Funds be expended by the Department of Transportation, counties and cities to provide walkways and bikeways. Reasonable amounts are related to the need for bikeways and walkways; if there is a need, the governing jurisdiction shall expend a reasonable amount to construct the needed facilities.

ORS 366.514 "The Bicycle Bill"

(continued)

When the bill was introduced in 1971, most road projects were funded through the highway fund. While the law itself refers to the highway fund, several drafters of the original bill have indicated that the intent was not to limit this requirement to the highway fund only, but rather to make this fund available for the construction of walkways and bikeways, to benefit all users of the highway.

"Footpaths and bicycle trails, including curb cuts or ramps as part of the project, shall be provided wherever a highway, road or street is being constructed, reconstructed or relocated."

The law requires the Department of Transportation, counties and cities to provide walkways and bikeways on all roadway construction, reconstruction or relocation projects. The funding source or amount are not the determining factors; what is important is that pedestrian and bicycle facilities be provided as part of road improvements.

"Construction, reconstruction and relocation" refers to all projects where a roadway is built or upgraded. Walkways and bikeways don't necessarily have to be provided on projects such as signal or signing improvements, landscaping and other incidental work. Preservation overlays are also excluded if the only intent of the project is to preserve the riding surface in usable condition, without any widening or realignment. Projects where the entire depth of the roadway bed is replaced are usually considered reconstruction projects.

"Funds received from the State Highway Fund may also be expended to maintain footpaths and trails and to provide footpaths and trails along other highways, roads and streets and in parks and recreation areas."

The law also allows highway funds to be used for maintenance and to provide walkways and bikeways independently of road construction. The Department, a city or a county may use its highway funds for projects whose primary purpose is to provide improvements for pedestrians and bicyclists.

The 1980 Constitutional Amendment (Article IX, section 3a) now prohibits the expenditure of highway fund in parks and recreation areas. A subsequent Oregon Supreme Court opinion, *Rogers v. Lane County*, supports continued use of highway funds to construct and maintain walkways and bikeways within the highway right-of-way, but allows such use only when they are within the highway right-of-way.

(2) Footpaths and trails are not required to be established under subsection (1) of this section:

(a) Where the establishment of such paths and trails would be contrary to public safety;

(b) If the cost of establishing such paths and trails would be excessively disproportionate to the need or probable use: or

(c) Where sparsity of population, other available ways or other factors indicate an absence of any need for such paths and trails.

ORS 366.514 "The Bicycle Bill"

(continued)

The law provides for reasonable exemptions. The determination that one or more exemption is met should be well-documented. The decision should allow opportunities for public review and input by interested parties. Exemptions (b) and (c) refer back to the need. The burden is on the governing jurisdiction to show the lack of need to provide facilities; the need is legislatively presumed but can be rebutted.

...contrary to public safety: this exemption applies where the safety of any group of highway users would be jeopardized by the inclusion of walkways or bikeways. In most instances, the addition of walkways and bikeways improves safety, both for motorists and non-motorized users, but there may be instances where the inclusion of a walkway or bikeway decreases safety, for example, sidewalks on a limited access freeway would be considered unsafe.

...cost is excessively disproportionate to need or probable use: this exemption applies if it can be shown that there is insufficient need or probable use to justify the cost. Probable use must extend to cover the anticipated life of the project, which can be twenty years or longer for roadway projects, fifty years or longer for bridge projects. It is not sufficient to claim that there is little or no current pedestrian or bicycle use. This is often due to the lack of appropriate facilities. The law does not provide guidelines for determining when costs are excessively disproportionate.

...sparsity of population ... indicates an absence of any need: this exemption most commonly applies to rural roads or highways where walkways and bikeways would get very little use.

...other available ways...indicate an absence of any need: for this exemption to apply, it must be shown that the "other available ways" serve bicyclists and pedestrians as well as or better than would a facility provided on the road, street or highway in question. The "other available ways" must provide equal or greater access and mobility than the road, street or highway in question. An example sufficient to indicate other available ways would be providing sidewalks and bike lanes on a parallel or adjacent street rather than along a freeway. An example not sufficient would be choosing not to provide bike lanes and sidewalks on an arterial street and encouraging use of local side streets that do not include bicycle and pedestrian facilities nor offer the equivalent direct route or access as the arterial street.

...other factors...indicate an absence of any need: this exemption allows consideration of other factors that are particular to a project. A common example is the acceptability of cyclists sharing the roadway with automobiles on low volume, low traffic local streets. Again, the absence of any need must be found.

(3) The amount expended by the department or by a city or county as required or permitted by this section shall never in any one fiscal year be less than one percent of the total amount of the funds received from the highway fund. However:

ORS 366.514 "The Bicycle Bill"

(continued)

(a) This subsection does not apply to a city in any year in which the one percent equals $250 or less, or to a county in any year in which the one percent equals $1500 or less.

(b) A city or county in lieu of expending the funds each year may credit the funds to a financial reserve or special fund in accordance with ORS 280.100, to be held for not more than 10 years, and to be expended for the purposes required or permitted by this section.

(c) For purposes of computing amounts expended during a fiscal year under this subsection, the department, a city or county may record the money as expended:

(A) On the date actual construction of the facility is commenced if the facility is constructed by the city, county or department itself; or

(B) On the date a contract for the construction of the facilities is entered with a private contractor or with any other governmental body.

The law requires that in any given fiscal year, the amounts expended to provide walkways and bikeways must be a minimum of 1% of the state highway fund received by the Department, a city or county. The law does not establish a special fund ("bicycle fund"), nor does it limit the expenditures to 1%: section (1) requires that "reasonable amounts" be expended. 1% is only a minimum.

Cities and counties are not required to spend a minimum of 1% each year; they may credit this amount to a reserve fund and expend these amounts within a period not to exceed ten years.

The 1% minimum requirement is independent from the requirement to provide bikeways and walkways as part of road construction. A jurisdiction spending more than 1% of its funds on walkways and bikeways must still provide bikeways and walkways as part of all new construction projects, unless determined not to be otherwise required pursuant to section (2).

The 1% minimum requirement does not apply to cities receiving less than $25,000 a year, or counties receiving less than $150,000 a year from the fund. However, bikeways and walkways must be provided wherever roads are constructed, as required in Section 1, subject to the exemptions in Section 2.

(4) For the purposes of this chapter, the establishment of paths, trails and curb cuts or ramps and the expenditure of funds as authorized by this section are for highway, road and street purposes.

This section is the legislature's statement of intent that these uses would qualify under the Constitution as highway uses. This is reinforced in the 1980 constitutional amendment (Article IX, section 3a) and by *Rogers v. Lane County.*

The department shall, when requested, provide technical assistance and advice to cities and counties in carrying out the purpose of this section. The division shall recommend construction standards for footpaths and bicycle trails. Curb cuts or

ORS 366.514 "The Bicycle Bill"

(continued)

ramps shall comply with the requirements of ORS 447.310. The division shall, in the manner prescribed for marking highways under ORS 810.200, provide a uniform system of signing footpaths and bicycle trails which shall apply to paths and trails under the jurisdiction of the department and cities and counties.

One of the purposes of this Bicycle/Pedestrian Plan is to implement this section. ODOT develops standards and designs for bikeways and walkways. ODOT staff is available to assist cities and counties with technical problems, as well as with planning and policy issues.

The department and cities and counties may restrict the use of footpaths and bicycle trails under their respective jurisdictions to pedestrians and non-motorized vehicles.

Motor vehicles are generally excluded from using bike lanes, sidewalks and multi-use paths.

(5) As used in this section, "bicycle trail" means a publicly owned and maintained lane or way designated and signed for use as a bicycle route.

A "bicycle trail" is currently defined as a "bikeway."

Oregon Vehicle Code

Duties to Pedestrians and Bicycles

811.050 Failure to yield to rider on bicycle lane.

(1) A person commits the offense of failure of a motor vehicle operator to yield to a rider on a bicycle lane if the person is operating a motor vehicle and the person does not yield the right of way to a person operating a bicycle, moped or motorized wheelchair upon a bicycle lane.

(2) This section does not require persons operating mopeds to yield the right of way to bicycles if the mopeds are operated on bicycle lanes in the manner permitted under ORS 811.440.

(3) The offense described in this section, failure of a motor vehicle operator to yield to a rider on a bicycle lane, is a Class B traffic infraction.

811.055 Failure to yield to bicyclist on sidewalk.

(1) The driver of a motor vehicle commits the offense of failure to yield the right of way to a bicyclist on a sidewalk if the driver does not yield the right of way to any bicyclist on a sidewalk.

(2) The driver of a motor vehicle is not in violation of this section when a bicyclist is operating in violation of ORS 814.410. Nothing in this subsection relieves the driver of a motor vehicle from the duty to exercise due care.

(3) The offense described in this section, failure to yield the right of way to a bicyclist on a sidewalk, is a Class C traffic infraction.

811.435 Operation of motor vehicle on bicycle trail; exemptions; penalty.

(1) A person commits the offense of operation of a motor vehicle on a bicycle trail if the person operates a motor vehicle upon a bicycle lane or a bicycle path.

Oregon Vehicle Code

(continued)

(2) Exemptions to this section are provided under ORS 811.440.

(3) This section is not applicable to mopeds. ORS 811.440 and 814.210 control the operation and use of mopeds on bicycle lanes and paths.

(4) The offense described in this section, operation of a motor vehicle on a bicycle trail, is a Class B traffic infraction.

811.440 When motor vehicles may operate on bicycle lane.

This section provides exemptions from the prohibitions under ORS 811.435 and 814.210 against operating motor vehicles on bicycle lanes and paths. The following vehicles are not subject to ORS 811.435 and 814.210 under the circumstances described:

(1) A person may operate a moped on a bicycle lane that is immediately adjacent to the roadway only while the moped is being exclusively powered by human power.

(2) A person may operate a motor vehicle upon a bicycle lane when:

(a) Making a turn;

(b) Entering or leaving an alley, private road or driveway; or

(c) Required in the course of official duty.

(3) An implement of husbandry may momentarily cross into a bicycle lane to permit other vehicles to overtake and pass the implement of husbandry.

(4) A person may operate a motorized wheelchair on a bicycle lane or path.

Bicycles

814.400 Application of vehicle laws to bicycles.

(1) Every person riding a bicycle upon a public way is subject to the provisions applicable to and has the same rights and duties as the driver of any other vehicle concerning operating on highways, vehicle equipment and abandoned vehicles, except:

(a) Those provisions which by their very nature can have no application.

(b) When otherwise specifically provided under the vehicle code.

(2) Subject to the provisions of subsection (1) of this section:

(a) A bicycle is a vehicle for purposes of the vehicle code; and

(b) When the term "vehicle" is used, the term shall be deemed to be applicable to bicycles.

(3) The provision of the vehicle code relating to the operation of bicycles do not relieve a bicyclist or motorist from the duty to exercise due care.

Oregon Vehicle Code

(continued)

814.410 Unsafe operation of bicycle on sidewalk; penalty.

(1) A person commits the offense of unsafe operation of a bicycle on a sidewalk if the person does any of the following:

(a) Operates the bicycle so as to suddenly leave a curb or other place of safety and move into the path of a vehicle that is so close as to constitute an immediate hazard.

(b) Operates a bicycle upon a sidewalk and does not give an audible warning before overtaking and passing a pedestrian and does not yield the right of way to all pedestrians on the sidewalk.

(c) Operates a bicycle on a sidewalk in a careless manner that endangers or would be likely to endanger any person or property.

(d) Operates the bicycle at a speed greater than in ordinary walk when approaching or entering a crosswalk, approaching or crossing a driveway or crossing a curb cut or pedestrian ramp and a motor vehicle is approaching the crosswalk, driveway, curb cut or pedestrian ramp. This paragraph does not require reduced speeds for bicycles either:

(A) At places on sidewalks or other pedestrian ways other than places where the path for pedestrians or bicycle traffic approaches or crosses that for motor vehicle traffic; or

(B) When motor vehicles are not present.

(2) Except as otherwise specifically provided by law, a bicyclist on a sidewalk or in a crosswalk has the same rights and duties as a pedestrian on a sidewalk or in a crosswalk.

(3) The offense described in this section, unsafe operation of a bicycle on a sidewalk, is a Class D traffic infraction.

814.420 Failure to use bicycle lane or path; exceptions; penalty.

(1) Except as provided in subsection (2) of this section, a person commits the offense of failure to use a bicycle lane or path if the person operates a bicycle on any portion of a roadway that is not a bicycle lane or bicycle path when a bicycle lane or bicycle path is adjacent to or near the roadway.

(2) A person is not required to comply with this section unless the state or local authority with jurisdiction over the roadway finds, after public hearing, that the bicycle lane or bicycle path is suitable for safe bicycle use at reasonable rates of speed.

(3) The offense described in this section, failure to use a bicycle lane or path, is a Class D traffic infraction.

814.430 Improper use of lanes; exceptions; penalty.

(1) A person commits the offense of improper use of lanes by a bicycle if the person is operating a bicycle on a roadway at less than the normal speed of traffic using the roadway at that time and place under the existing condi-

Oregon Vehicle Code

(continued)

tions and the person does not ride as close as practicable to the right curb or edge of the roadway.

(2) A person is not in violation of the offense under this section if the person is not operating a bicycle as close as practicable to the right curb or edge of the roadway under any of the following circumstances:

(a) When overtaking and passing another bicycle or vehicle that is proceeding in the same direction.

(b) When preparing to execute a left turn.

(c) When reasonably necessary to avoid hazardous conditions including, but not limited to, fixed or moving objects, parked or moving vehicles, bicycles, pedestrians, animals, surface hazards or other conditions that make continued operation along the right curb or edge unsafe or to avoid unsafe operation in a lane on the roadway that is too narrow for a bicycle and vehicle to travel safely side by side. Nothing in this paragraph excuses the operator of a bicycle from the requirements under ORS 811.425 or from the penalties for failure to comply with those requirements.

(d) When operating within a city as near as practicable to the left curb or edge of a roadway that is designated to allow traffic to move in only one direction along the roadway. A bicycle that is operated under this paragraph is subject to the same requirements and exceptions when operating along the left curb or edge as are applicable when a bicycle is operating along the right curb or edge of the roadway.

(e) When operating a bicycle along side not more than one other bicycle as long as the bicycles are both being operated within a single lane and in a manner that does not impede the normal and reasonable movement of traffic.

(f) When operating on a bicycle lane or bicycle path.

(3) The offense described in this section, improper use of lanes by a bicycle, is a Class D traffic infraction.

814.440 Failure to signal turn; exceptions; penalty.

(1) A person commits the offense of failure to signal for a bicycle turn if the person does any of the following:

(a) Stops a bicycle the person is operating without giving the appropriate hand and arm signal continuously for at least 100 feet before executing the stop.

(b) Executes a turn on a bicycle the person is operating without giving the appropriate hand and arm signal for the turn for at lease 100 feet before executing the turn.

Oregon Vehicle Code

(continued)

(c) Executes a turn on a bicycle the person is operating after having been stopped without giving, while stopped, the appropriate hand and arm signal for the turn.

(2) A person is not in violation of the offense under this section if the person is operating a bicycle and does not give the appropriate signal continuously for a stop or turn because circumstances require that both hands be used to safely control or operate the bicycle.

(3) The appropriate hand and arm signals for indicating turns and stops under this section are those provided for other vehicles under ORS 811.395 and 811.400.

(4) The offense described under this section, failure to signal for a bicycle turn, is a Class D traffic infraction.

814.450 Unlawful load on bicycle; penalty.

(1) A person commits the offense of having an unlawful load on a bicycle if the person is operating a bicycle and the person carries a package, bundle or article which prevents the person from keeping at least one hand upon the handlebar and having full control at all times.

(2) The offense described in this section, unlawful load on a bicycle, is a Class D traffic infraction.

814.460 Unlawful passengers on bicycle; penalty.

(1) A person commits the offense of unlawful passengers on a bicycle if the person operates a bicycle and carries more persons on the bicycle than the number for which it is designed or safely equipped.

(2) The offense described in this section, unlawful passengers on a bicycle, is a Class D Traffic infraction.

814.470 Failure to use bicycle seat; penalty.

(1) A person commits the offense of failure to use a bicycle seat if the person is operating a bicycle and the person rides other than upon or astride a permanent and regular seat attached to the bicycle.

(2) The offense described in this section, failure to use bicycle seat, is a Class D traffic infraction.

814.480 Nonmotorized vehicle clinging to another vehicle; penalty.

(1) A person commits the offense of nonmotorized vehicle clinging to another vehicle if the person is riding upon or operating a bicycle, coaster, roller skates, sled or toy vehicle and the person clings to another vehicle upon a roadway or attaches that which the person is riding or operating to any other vehicle upon a roadway.

(2) The offense described in this section, nonmotorized vehicle clinging to another vehicle, is a Class D Traffic infraction.

Oregon Vehicle Code

(continued)

815.280 Violation of bicycle equipment requirements; requirements; penalty.

(1) A person commits the offense of violation of bicycle equipment requirements if the person does any of the following:

(a) Operates on any highway a bicycle in violation of the requirements of this section.

(b) Is the parent or guardian of a minor child or ward and authorizes or knowingly permits the child or ward to operate a bicycle on any highway in violation of the requirements of this section.

(2) A bicycle is operated in violation the requirements of this section if any of the following requirements are violated:

(a) A bicycle must be equipped with a brake that enables the operator to make the braked wheels skid on dry, level, clean pavement.

(b) A person shall not install or use any siren or whistle upon a bicycle.

(c) At the times described in the following, a bicycle or its rider must be equipped with lighting equipment that meets the described requirements.

(A) The lighting equipment must be used during limited visibility conditions.

(B) The lighting equipment must show a white light visible from a distance of at least 500 feet to the front of the bicycle.

(C) The lighting equipment must have a red reflector or lighting device or material of such size or characteristic and so mounted as to be visible from all distances up to 600 feet to the rear when directly in front of lawful lower beams of headlights on a motor vehicle.

(3) Nothing contained in this section shall be construed to prohibit the use of additional parts and accessories on any bicycle not inconsistent with this section.

(4) The offense described in this section, violation of bicycle equipment requirements, is a Class D traffic infraction. [1983 c.338 §502; 1985 c.16 §260; 1985 c.69 §5]

Bicycle Helmet Law

Chapter 408, Oregon Laws 1993, is set forth for the user's convenience:

SEC. 1. Sections 2, 3, 3a 3b, 3c and 7 of this Act are added to and made a part of ORS chapter 814.

SEC. 2. (1) A person commits the offense of failure of a bicycle operator or rider to wear protective headgear if the person is under 16 years of age, operates or rides on a bicycle on a highway or on premises open to the public and is not wearing protective headgear of a type approved under section 6 of this 1993 Act.

Bicycle Helmet Law

(continued)

(2) The offense described in this section, failure of a bicycle operator or rider to wear protective headgear, is a traffic infraction punishable by a maximum fine of $25.

SEC. 3. (1) A person commits the offense of endangering a bicycle operator or passenger if:

(a) The person is operating a bicycle on a highway or on premises open to the public and the person carries another person on the bicycle who is under 16 years of age and is not wearing protective headgear of a type approved under section 6 of this 1993 Act; or

(b) The person is the parent, legal guardian or person with legal responsibility for the safety and welfare of a child under 16 years of age and the child operates or rides on a bicycle on a highway or on premises open to the public without wearing protective headgear of a type approved under section 6 of this 1993 Act.

(2) The offense described in this section, endangering a bicycle operator or passenger, is a traffic infraction punishable by a maximum fine of $25.

Sec. 3a. For purposes of sections 2, 3, 5 and 6 of this 1993 Act, "bicycle" has the meaning given in ORS 801.150 except that:

(1) It also includes vehicles that meet the criteria specified in ORS 801.1.50 (1) to (4) but that have wheels less than 14 inches in diameter.

(2) It does not include tricycles designed to be ridden by children.

Sec. 3b. For purposes of the offenses defined in sections 3, 3 and 5 (2) of this 1993 Act, a person shall not be considered to be operating or riding on a bicycle on a highway or on premises open to the public if the person is operating or riding on a three-wheeled nonmotorized vehicle on a beach while it is closed to motor vehicle traffic.

Sec. 3c. (1) If a child in violation of section 2 of this 1993 Act is 11 years of age or younger, any citation issued shall be issued to the parent, legal guardian or person with legal responsibility for the safety and welfare of the child for violation of section 3 of this 1993 Act, rather than to the child for violation of section 2 of this 1993 Act.

(2) If a child in violation of section 2 of this 1993 Act is at least 12 years of age and is under 16 years of age, a citation may be issued to the child for violation of section 2 of this 1993 Act or to the parent, legal guardian or person with legal responsibility for the safety and welfare of the child for violation of section 3 of this 1993 Act, but not to both.

SEC. 4. Sections 5 and 6 of this Act are added to and made a part of ORS chapter 815.

SEC. 5. (1) A person commits the offense of selling unapproved bicycle equipment if the person sells or offers for sale any bicycle headgear that is not

Bicycle Helmet Law

(continued)

approved by the Department of Transportation under section 6 of this 1993 Act.

(2) A person commits the offense of unlawfully renting or leasing a bicycle to another if the person:

(a) Is in the business of renting or leasing bicycles; and

(b) Does not have bicycle headgear approved under section 6 of this 1993 Act available for rental for use by persons under 16 years of age.

(3) The offenses described in this section are Class D traffic infractions.

SEC. 6. The Department of Transportation shall adopt and enforce rules establishing minimum standards and specifications for safe protective headgear to be worn by people operating bicycles and by passengers on bicycles. The rules shall conform, insofar as practicable, to safety standards and specifications for such headgear issued by the American National Standards Institute, Snell or the United States Department of Transportation.

SEC. 7. The first time a person is convicted of an offense described in section 2 or 3 of this 1993 Act, the person shall not be required to pay a fine if the person proves to the satisfaction of the court that the person has protective headgear of a type approved under section 6 of this 1993 Act.

SEC. 8. Evidence of violation of section 2 or 3 of this Act and evidence of lack of protective headgear shall not be admissible, applicable or effective to reduce the amount of damages or to constitute a defense to an action for damages brought by or on behalf of an injured bicyclist or bicycle passenger or the survivors of a deceased bicyclist or passenger if the bicyclist or passenger was injured or killed as a result in whole or in part of the fault of another.

SEC. 9. This Act becomes operative on July 1, 1994. Prior to that time, the Department of Transportation shall adopt and publish the rules described in section 6 of this Act.

City of Portland Title 16

16.70 Miscellaneous Regulations

16.70.300 Bicycles

16.70.310 Person Riding Bicycles To Obey Traffic Regulations

Every person riding a bicycle upon a roadway is subject to state law and the provisions of this Title applicable to the driver of a vehicle, except state law and those provisions of this Title which by their very nature can have no application.

16.70.320 Operating Rules

No person may:

A. leave a bicycle so that it obstructs vehicle or pedestrian traffic on a roadway, sidewalk, driveway, handicap access ramp, building entrance, or so that it prevents operation of a parking meter or newspaper rack;

B. leave a bicycle secured to a fire hydrant or to a police or fire call box;

City of Portland Title 16

(continued)

C. leave a bicycle on private property without consent of the owner or legal tenant. Consent is implied on private commercial property;

D. leave a bicycle on a street or other public property for more than 72 hours; or

E. ride a bicycle on a sidewalk, unless avoiding a traffic hazard in the immediate area, within the area bounded by and including SW Jefferson, Front Avenue, NW Hoyt and 13th Avenue, except:

1. on sidewalks designated as bike lanes or paths;
2. on the ramps or approaches to any Willamette River Bridge; or
3. in the area from the west property line of SW Ninth Avenue, to the east property line of SW Park Avenue; from the property line of SW Jefferson to the south property line of SW Salmon Street; commonly known as the South Park Blocks.
4. for police or special officers operating a bicycle in the course and scopeof their duties; or
5. for employees of the Association for Portland Progress and companies providing security services operating a bicycle in the course and scope of their duties. These employees must have in possession an identification card issued by the Chief of Police certifying the rider has completed a training course in the use of a bicycle for security patrol.

16.70.330 Impounding Bicycles

A. A bicycle left on a street other public property for more than 72 hours may be impounded.

B. A bicycle may be immediately impounded if:

1. it is parked in violation of this code and obstructs or impedes pedestrian or vehicular traffic; or
2. it is an immediate threat to the public welfare.

C. The impounding agency must make reasonable efforts to notify the owner of the impoundment and a description of how and by what date the bicycle must be claimed.

D. A fee may be charged to the owner of an impounded bicycle. No impoundment fee will be charged to the owner of a stolen bicycle that has been impounded.

E. An impounded bicycle that remains unclaimed after 30 days may be disposed of in accordance with city procedures for disposal of abandoned or lost personal property.

16.70.340 Renting Bicycles

No person may rent a bicycle to another person unless the bicycle is equipped as required by state law.

City of Portland Title 16

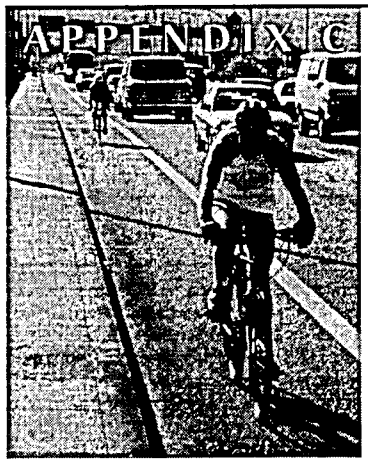
(continued)

16.70.400 Other Transportation

16.70.410 Roller Skates and Skateboards

A. No person may use roller skates, including in-line skates, a skateboard, or other similar device upon any street (roadway and/or sidewalk) within the area bounded by and including SW Jefferson, Front Avenue, NW Hoyt and 13th Avenue, except where specifically designated as allowed by the City Traffic Engineer.

B. No person may use roller skates, including in-line skates, skateboard, or other similar device upon any street within the City between the hours of sunset and sunrise.



BICYCLE MASTER PLAN

Central City Transportation Management Plan

Bicycle Movement Policies and Actions

The Bicycle Policies and actions are derived from the Bicycle Transportation Study (July 1993) conducted as part of the CCTMP. The study focused on how to support bicycling as a serious mode of transportation that can help to minimize congestion, improve air quality, and reduce vehicle miles traveled per capita.

A bicycle user survey identified the factors that encourage or discourage people from using a bicycle commute to and from the Central City. Many of the factors discouraging bicycle use, such as lack of on-road bicycleways, inaccessible bridges, lack of end-of-trip facilities, and bridge improvements, are addressed by the Bicycle Policies and their associated actions.

Policy 8: Bicycle Movement

Explanation: Given the current needs of the bicycling community and the policy and planning requirements in place at the state, regional, and local levels, the question is not whether a functional bicycle transportation system should be developed, but how the City and other responsible jurisdictions will go about it.

Policy 8.1: Bicycle Mode Split

Improve the bicycle network to support the CCTMP mode split goals for home-based work (HBW) trips, recognize bicycling as an important mode of transportation, and encourage greater use of bicycles for all types of utilitarian and recreational trips.

Explanation: Increasing the percentage of person-trips that are taken via bicycle will help to reduce traffic congestion and improve air quality. These benefits will be most quickly realized by converting automobile commute trips to bicycle, transit, and walk commute trips. Improvements need to be made in support of the bike/walk HBW mode-share goal, but it is equally important to focus on increasing the bicycle mode share of trips taken for other purposes.

Policy 8.2: Bicycle Trip-End Facilities

Support the provision of bicycle parking, locker, and shower facilities by the private and public sector to aid in achieving the bicycle mode share goal. Incorporate incentive programs as a preferred means of providing for these facilities as a part of implementation of the Transportation Planning Rule.

Bicycle Movement Policies and Actions

(continued)

Explanation: This policy recognizes the private and public sectors' roles in providing facilities to support the bicycle mode of travel. The policy recommends that incentives be used as a means to ensure that bicycle facilities and parking above required ratios are provided by the private sector. Changes to requirements and incentives for bicycle parking and facilities are being examined as part of the City's efforts to comply with the Transportation Planning Rule.

Policy 8.3: Bicycle Access

Ensure that all public streets and public ways within the Central City, except freeways, expressways, and exclusive transitways, are accessible to bicycles. Accommodate the needs of bicyclists as appropriate on each street, based on the Traffic, Transit, Bicycle, Pedestrian, and Truck designations of the right-of-way in the Street Classifications and Descriptions of the CCTMP.

Explanation: The degree of accommodation provided to bicycles, particularly on non-bicycle network streets, should be determined by the combination of street classifications assigned to the street. Guidelines will be developed to help determine what level of accommodation for bicycle and other modes is appropriate in any given case.

Policy 8.4: Bicycle Network

Provide a network of bicycle routes where the needs of bicyclists receive due consideration based on the mode split goals in the CCTMP. The bicycle network should, at a minimum, provide for bicycle access to the Central City from all areas of the City and also provide for connections between major attractions, such as those identified on the Central City Plan map. Central City Bicycle Routes should:

- Be direct. The network should connect areas and sites in as direct a line as possible.
- Minimize conflicts between bicycles and motorized vehicles. When turning movement or other conflict points are unavoidable, traffic designs should accommodate the safety needs of bicyclists.
- Be relatively obstruction free. Obstructions, such as stairs, surface hazards, lack of adequate shoulders, etc. should not exist on the bicycle network routes. Where they do, they should be eliminated.
- Be complete. The City will support completion of regional bicycle route segments that connect to the Central City.

Explanation: While all public streets (except freeways and certain expressways) should be accessible to bicycles, Central City Bicycle Routes are those routes where the bicycle transportation mode is provided special consideration. Public improvement programs to facilitate bicycle travel should begin with Central City Bicycle Routes.

Bicycle Movement Policies and Actions

(continued)

Policy 8.5: Bicycle Connections

The bicycle network should be integrated with other transportation systems to accommodate commuting and other trips by bicycle. Safe, direct, and continuous bikeways free of unnecessary delays should be provided along all urban arterial and major collector routes. The bicycle network should connect new residential development districts to existing residential areas and commercial districts.

Explanation: The Transportation Planning Rule and other state mandates require bikeways on arterials and major collectors which connect new residential and commercial development to other residential areas, transit stops, and activity centers.

BICYCLE ACTION ITEMS

1. Implementation strategies

a. Use the City's Capital Improvement Program funding process to phase in implementation of the Central City Bicycle Plan.

b. Incorporate needed Central City Bicycle Route improvements into street construction and reconstruction projects.

c. Retrofit existing streets with bicycle facilities whenever reasonable opportunities exist.

2. Bicycle Network Facilities

a. Implement the needed changes to realize an integrated and complete bicycle network consistent with the CCTMP Bicycle Network Map within 6 years.

b. Increase the use of directional signing for bicycles to clearly indicate network routes.

c. Provide "bicycle priority" at appropriate intersections through the use of separate bicycle signals, advanced stop lines, etc.

d. Provide bikeways to allow movement during periods of peak congestion.

e. Improve bicycle, pedestrian, and disabled accessibility in the South Auditorium "superblocks."

3. Trip-End Facilities

a. Expand the City's program of providing free bicycle racks to assure secure bicycle parking on every city block within the CCTMP.

b. Encourage retrofitting or replacing bike racks to serve users of older buildings through public and private efforts to ensure that at least 1000 usable racks are available by the year 2000 and 1500 by the year 2005.

c. Increase the number of public bicycle lockers available to meet demand. Consider coin operated lockers for casual use.

d. Build "bike central" facilities in strategic locations.

e. Provide secure parking to meet demand at all existing and future transit centers.

Bicycle Movement Policies and Actions

(continued)

4. Regulations

a. Enforce Zoning Code requirements for bicycle parking.

b. Encourage and provide incentives for employers to provide subsidies to employees commuting by alternative modes, including bicycles.

c. Allow businesses to take tax deductions for employee benefits relating to bicycle use up to the amount provided for auto use.

d. Provide tax credits for employers based on employee bicycle use.

e. Provide incentives for the provision of employee-accessible lockers and showers in all new office buildings with over 20 employees.

f. Provide FAR bonuses for bicycle facilities provided above the required minimums.

5. Promotion

a. Develop programs to encourage the provision of bicycle parking.

b. Provide information about the availability and location of bicycle parking, lockers, and showers.

c. Help employers promote bicycle use.

d. Support bicycle education programs in schools and encourage the use of bicycles by students.

e. Support bicycle education programs for children and adults.

f. Support education programs on the benefits of bicycle riding to motorists.

g. Schedule weekend closures of selected streets to allow and encourage use by pedestrians and cyclists with consideration to the needs of adjacent land uses.

h. Implement a City-sponsored "share the road" campaign.

i. Encourage the establishment and use of "bicycle pools." Activate the City's "bicycle pool" program. (Bicycle pools are a number of bicycles that are shared among users of a building, business, neighborhood, etc.)

6. Bicycles and Transit

a. Expand the "Bikes on Transit" program so that all buses and trains can carry bicycles at all hours.

b. Support purchase of transit vehicles that are designed to accommodate bicycles.

Note: Action items are proposed to be adopted through City Council Resolution. These items are suggestions on how the Central City can be improved The Action Items listed are a starting place. Additional studies and evaluations are to be undertaken. Some will need to be modified, or in some cases, replaced with other proposals found to be better or more feasible for implementation after the appropriate review process.

Central City Transportation Management Plan Bicycle Descriptions

4.1 Central City Bikeways

Functional Purpose

Central City Bikeways are intended to provide safe, direct, and convenient bicycle access between and within transportation districts and sub-districts. Adequate space within the right-of-way and other forms of accommodation should be provided such that cyclists with moderate skill levels enjoy a sense of safety and convenience when using the route. Central City Bikeways should be designated on streets that provide access to transportation districts; serve, or have the potential to serve, high bicycle travel demand; or are located at confluences in the transportation system, such as at bridges, viaducts, transit stations, and other transportation centers. The Central City Bikeway may be shifted to a parallel street where the street can be designed to accommodate bicycles through a capital improvement project.

Design Treatment and Traffic Operations

Traffic Operations. Streets designated as Central City Bikeways should operate so that bicycles may negotiate the route at least as safely and easily as other transportation modes. In order to accommodate bicycles, modifications to roadway operations may be warranted. Such modifications may include:

a. reduction of mixed-use travel lane widths,

b. reduction in the number of mixed-use travel lanes,

c. relocation of transit stops where transit operations are not negatively impacted,

d. removal of on-street parking except where it is determined to be critical to adjacent land uses, and

e. measures to reduce traffic volume or speed.

INTERSECTIONS. Intersections of bikeways with Regional Trafficways, Major City Traffic Streets, Traffic Access Routes, and District Collector Streets should be signalized. Consideration should be given to allowing cyclists to utilize "transit preference" improvements–allowing bicyclists a "jump start" along with transit–at such intersections. Intersections with Neighborhood Collector Streets should provide for safe and convenient bicycle crossing. Where possible, stop sign-controlled intersections on Central City Bikeways should force opposing traffic, rather than bicycle traffic on the route, to stop.

SURFACE TREATMENT. Central City Bikeways should be paved and maintained so that bicyclists can safely and easily travel on them.

SIGNS AND MARKINGS. Central City Bikeways should be signed as such, and provide directional signs and markings to guide cyclists on their routes.

Design treatment options are:

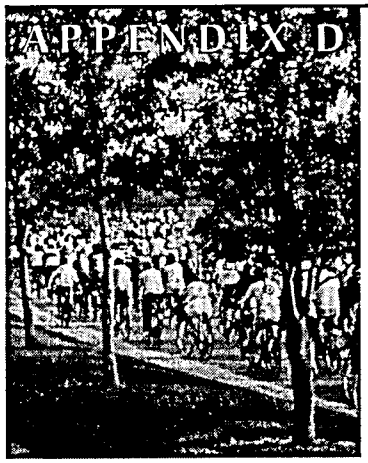
BICYCLE LANES. Marked on-street bicycle lanes should be provided on Central City Bikeways where both auto speeds and traffic volumes are high,

Central City Transportation Management Plan Bicycle Descriptions

(continued)

where the difference between auto speeds and bicycle speeds is substantial (e.g. up hills), or where otherwise needed to enhance bicyclist safety. Bicycle lanes should be developed in a manner that provides for route continuity. The installation of bicycle lanes on short or fragmented street segments should be avoided unless they provide a necessary connection or surmount a barrier to safe bicycle travel.

SHARED ROADWAY. Where bicycle lanes are desirable, but cannot be provided due to the constraint of roadway width, and bicycles must share a traffic lane with motor vehicles; an extra-wide curb lane should be provided. On Central City Bikeways that are also classified as Local Service Streets (SE Ankeny, SE Salmon, and NE Couch), traffic calming measures may be used to provide priority for bicyclists.



BICYCLE MASTER PLAN

Bicycle Master Plan Public Process and Methodology for Selecting Recommended Bikeways

Public Process

The Bicycle Master Plan was created over the past two and half years with input from over 2000 residents. The Plan was developed in two phases.

Phase 1 — Initial Education and Outreach

The complete report on Phase 1 (Initial Education and Outreach) is available from the Bicycle Program. To summarize, the education phase was intended to:

1. Provide information about the importance of planning for the bicycle mode of transportation.
2. Provide the means available to make the city safer and more attractive to bicyclists (e.g., bicycle lanes, bicycle boulevards, multi-use trails, end-of-trip facilities, bicycles on Tri-Met).
3. Engage participants in actively helping design the Master Plan.
4. Encourage participants to spread the positive message about the effect of bicycles on Portland's livability.
5. Learn what participants like and dislike about bicycling in Portland today, where they would like to bicycle if better bicycle transportation facilities were provided, and which types of bicycle facilities best serve their needs.

Over a four month period in the Spring of 1994, the City's Bicycle Advisory Committee and Bicycle Program hosted a series of 12 two-hour public forums. The workshops were advertised by a flyer sent to over 12,000 households, as well as every neighborhood and business association and media outlet. Each workshop was announced in the Oregonian and in neighborhood newsletters. The flyer also offered the availability of Bicycle Program staff to speak to any interested group on an individual basis.

Phase 1 Forums

February 15	Northwest Service Center
February 17	Grant High School
February 19	Rose City Park United Methodist Church
February 22	Multnomah Community Center
February 26	Benson High School
February 28	Marshall High School
March 1	Lewis & Clark College

Public Process

(continued)

March 2	Portland State University
March 16	Portland Building
March 19	University of Portland
March 24	Cleveland High School
April 9	Floyd Light Middle School

At each of these forums, participants discussed good and not-so-good features of bicycling in Portland, learned about ways to make Portland more bicycle friendly, and mulled over ways to link key destinations with preferred types of facilities. Participants also discussed the role of activism in promoting bicycling and participated in a survey on preferred bikeway facilities.

Bicycle Program staff also gave presentations (in most cases a slide show) to the following groups, and distributed a survey. The 25 groups that initially hosted Bicycle Program staff are listed below and they subsequently met with another 15-20 groups. In all, over 600 people came to a Phase 1 Master Plan forum of presentation.

Additional Phase 1 Presentations

Appropriate Technology Group
Beaumont-Wilshire Neighborhood Association
Bicycle Transportation Alliance Board of Directors
Bike Gallery Advocates Night
Bureau of Planning
Bureau of Traffic Management
Bureau of Transportation Planning
Central Eastside Lions Club
Central Northeast Neighbors Board of Directors
CH2MHill, Inc.
Club Gnarly
East Portland District Coalition Traffic Committee
Hollywood Lions Club
IDC, Inc
KPFF, Inc.
Multnomah County Bicycle Advisory Committee
North/Northeast Business Association Land-Use Committee
Oregon Catholic Press
Oregon League of Conservation Voters
Portland Wheelmen Touring Club
Portland Area Bike Dealers' Association
Portland State University Traffic Management Class
Portland Urban Mountain Pedalers
REI
Returned Peace Corps Volunteers of Portland
Southwest Neighborhood Information, Inc., Traffic Committee
Standard Insurance Corporation
Sunnyside Neighborhood Association
Vancouver, WA Bicycle Advisory Committee

Public Process

(continued)

Results of these forums and presentations are included in the next section. In all over 600 people participated in a forum or presentation.

Additional Phase 1 Events

In addition, Bicycle Program staff participated in the following events, attended by hundreds of additional people. Surveys were also distributed at these events.

February 26	Regional Rail Summit
March 11-12	Portland Bike Show
March 11	Southwest Neighborhood Information, Inc. Traffic/Transportation Forum
April 9	East Portland District Coalition Traffic/Transportation Forum
April 16	North Portland Library Fair
April 16	Parkrose Neighborhood Association Community Forum
April 22	Walk Your Talk Fair

Results

The results of the surveys, group exercises, and discussions were not surprising, considering that there are many different types of bicyclists who often want different types of facilities. Phase 1 made it clear that the City should provide a combination of facility types: on-street bicycle lanes, bicycle boulevards, and off-street paths. The most prevalent views expressed during Phase 1 include the following.

From the Workshops

- Most existing bicycle transportation facilities get high kudos, yet the lack of connections between facilities causes the greatest frustration.
- Bicycle lanes on major roads are the most favored bicycle transportation facility.
- Bicycle boulevards are highly favored as well, particularly for attracting new users.
- Off-street paths (multi-use trails) are not the most cost effective bicycle transportation facility, but they do attract new cyclists.

From the Survey

- 88 percent of those who completed a Bicycle Facility Preference Survey said they would bicycle more often for daily trips — particularly work, errands, and recreation — if a good system of bicycle facilities were provided.
- Over forty percent would like to see a bikeway system consisting of a combination of bicycle lanes and bicycle boulevards.

Best/Worst Features of Bicycling in Portland

At the beginning of each Bicycle Master Plan Forum, staff asked, "what are the best and worst features of bicycling in Portland?" The answers varied from specific locations (e.g., "I like the Burnside Bridge bicycle lanes" and "I dislike Burnside Street") to behavior ("the worst is inconsiderate motorists"). Participants generally approved of existing bicycle transportation facilities (e.g.,

Public Process

(continued)

bicycle lanes, neighborhood streets with traffic calming measures, and off-street paths, but they disliked the lack of connectivity between these facilities. Bridge access and bridge crossings (or lack thereof) were consistently given poor marks. Many times the same feature appeared on both the "best" and the "worst" lists. For example, people like much of the I-205 bicycle path itself but hate the roadway crossings, the lack of maintenance, and the lack of connections to the path. At all of the forums, people expressed frustration at the behavior of inconsiderate motorists. On the flip side, some also expressed dislike of other cyclists' behavior (e.g., blatantly running red lights, going the wrong way on the Hawthorne Bridge sidewalk or on one-way streets), which they feel tarnishes the bicyclists image.

Although the "best" and "worst" lists did not provide a complete picture of bicycling conditions in Portland, they did indicate the direction being taken and the areas where major improvements are needed. The "best" and "worst" lists are available upon request from the Bicycle Program.

Phase 2: Master Plan Design

Following Phase 1, the Bicycle Master Plan Steering Committee began to meet monthly to design the first Master Plan draft. A list of the Steering Committee members is on the inside cover of this Plan. The results of the Phase 1 initial outreach efforts were used as guiding information in designing the first draft.

From June 1994 to March 1995, Bicycle Program staff, with technical advice from other bureaus and guidance from the Steering Committee, worked on the "Preliminary Discussion Draft" (April 1995). This draft was distributed to over 500 people. A flyer was sent announcing its availability as well as another nine public forums to review the draft. These forums were held in conjunction with the Pedestrian Program in the design of the Pedestrian Master Plan. Again, this flyer was distributed widely by direct mail, and the information announced in newsletters and newspapers.

The workshops were as follows in the Spring of 1995:

March 30	Multnomah Art Center, held in conjunction with the Planning Bureau for the Southwest Community Plan
April 5	Northwest Service Center
April 6	Rose City Park Church
April 8	Oregon Health Sciences University, held in conjunction with the Planning Bureau for the Southwest Community Plan
April 20	Grant High School
April 25	Floyd Light Middle School
April 26	Roosevelt High School
May 2	Cleveland High School
May 17	Portland Building

Public Process

(continued)

The workshops were well attended, with over 500 participants. All these comments were reviewed by staff and the Steering Committee, and most integrated into the next draft (published September 1995).

The Preliminary Discussion Draft was also reviewed internally and by the City's Bicycle Advisory Committee, the Bicycle Transportation Alliance, and the Bicycle Master Plan Steering Committee. All neighborhood and business associations were invited to comment. Several hundred written and oral comments were received in person, and by fax, mail, E-mail, and phone. The comments were assimilated and incorporated into the draft where possible. Changes were made based on this public input, Steering Committee advice, and staff review.

In September 1995, the revised draft Bicycle Master Plan was published and distributed to over 500 interested parties throughout the community. Finally, four additional public open houses were held to review the September 1995 draft. These forums were held in conjunction with Transportation Planning and the Pedestrian Program in the design of the Pedestrian Master Plan and the Transportation System Plan. The open houses were as follows:

November 6	Benson High School
November 13	Gray Middle School
November 14	Southeast Uplift
November 16	Northwest District Association Service Center

The comments from these forums were also assimilated, reviewed by the Steering Committee and staff, and incorporated where possible into this final Bicycle Master Plan. The comments from all the public forums are available upon request.

Methodology for Selecting Recommended Bikeways

The Recommended Bikeway Network streets were selected using the following process:

1. Bicycle Program staff reviewed and assimilated all previous plans for Bikeways in Portland, including: the 1973 "Bicycle Facilities for Portland" Plan, Improvement of the SW Sunset Blvd-SW Dosch Rd Bikeway (1977), Reed-Hawthorne Bicycle Route Study (1985), Analysis of the Reed-Hawthorne Bicycle Route (1987 and 1988), Upper Southeast Corridor Bicycle Route Study (1986), Outer Central Corridor Bicycle Route Study (1987), Lower Southeast Corridor Bicycle Route Study (1987), An Evaluation of the Ankeny-Burnside Bicycle Route (1987), NE Fremont Street Bikeway Project (1989), Lower Northeast Corridor Bicycle Route Study (1989), Albina Corridor Bicycle Route Study (1989), Northeast Bikeway Signing and Improvement Plan (1991), SW Terwilliger Boulevard Bikeway Project (1991), North Portland Bikeway Improvement Plan (1993), Central City Transportation Management Plan (CCTMP) Bicycle Study (1993), and the final CCTMP (adopted December, 1995). In addition, staff reviewed the previous bikeway classifications in the Transportation Element of the City's Comprehensive Plan, and included the bicycle-related recom-

Methodology for Selecting Recommended Bikeways

(continued)

mendations from all the neighborhood and community plans.

2. Bicycle Program staff, with input from the Bicycle Master Plan Steering Committee and other interested residents, proposed a system of bikeways for further review that met the following criteria:
   - Connect cyclists to desired destinations, such as employment centers, commercial districts, transit stations, universities, schools, and recreational destinations;
   - Provide continuity with the regional bikeway system proposed by Metro, thus providing connections with neighboring bikeways in Multnomah, Washington, and Clackamas Counties;
   - Provide the most direct routes possible; and
   - Provide a bikeway approximately every half mile.
3. For streets proposed for bicycle lanes, staff collected the following information:
   - Traffic volume (average daily traffic) where existing information was available
   - Street width
   - Number of existing traffic lanes
   - Presence/absence of curbs
   - Availability of parking, parking usage, and the need for on-street parking
   - Other relevant observations
4. For streets proposed for bicycle boulevards, staff collected the following information:
   - Traffic volume (average daily traffic) where existing information was available
   - Street width
   - Presence/absence of curbs
   - Availability of parking and parking usage
   - Stop sign presence at each intersection
   - Difficulty crossing major intersections
   - Surface quality
   - Other relevant observations

Methodology for Selecting Recommended Bikeways

(continued)

5. When the most direct route between desired destinations occurred on streets where constraints were known to exist such as topographical problems and lack of width, etc., staff surveyed alternative parallel streets where possible.

6. Staff ran a series of data analyses to determine the feasibility of bicycle lanes. The analyses included:

   - Query of street width maintaining existing cross section using minimum acceptable motor vehicle travel lane and parking lane widths. [Street width minus (number of travel lanes times 10 feet) minus (number of parking lanes times seven feet)] The remaining space, if any, was cross checked with needed bicycle lane space (five feet for a one-way street, 10 feet for a two-way street.)

   - Query of street width with one side of parking removed on streets where parking removal difficulty was judged to be low. [Street width minus (number of travel lanes times 10 feet) minus seven feet]. The remaining space, if any, was cross checked with needed bicycle lane space (five feet for a one-way street, 10 feet for a two-way street.)

   - Query of travel lane removal effect on motor vehicle congestion. [Maximum average daily traffic (ADT) over a given leg divided by the number of existing lanes minus one.] If the street's lanes were to carry more than 10,000 ADT each after lane removal, bicycle lane implementation was judged to be less feasible, although not impossible.

7. Staff ran a series of queries on proposed bicycle boulevard suitability including:

   - Number of major unprotected intersections as a percentage of total intersections along a given leg.

   - Number of intersections with stop signs favoring the bicycle boulevard.

   - Average surface quality along a given leg.

   - Composite bicycle boulevard suitability rating combining the latter three factors with ADT and street width.

8. Based on the results of these queries, staff adjusted the Recommended Bikeway Network while still striving to meet the criteria stated above. For streets where bicycle lane or boulevard implementation was shown to be relatively unfeasible, and no alternative bikeway was surveyed, further study corridors were identified for data collection and analysis.

9. The Preliminary Discussion Draft Bikeways Network (April 1995) was reviewed internally and through 10 public forums, and by the City's Bicycle Advisory Committee, the Bicycle Transportation Alliance, and the Bicycle Master Plan Steering Committee. In addition, the Bicycle Program distributed more than 600 copies of the draft at the public forums and to other

Methodology for Selecting Recommended Bikeways

(continued)

interested parties. All neighborhood and business associations were invited to comment. Several hundred written and oral comments were received in person, and by fax, mail, E-mail, and phone.

10. The comments were assimilated and incorporated into the Recommended Bikeway. Network where possible. Changes were made based on this public input, Steering Committee advice, and staff review.

11. Staff distributed over 500 copies of the Draft Bicycle Master Plan (September 1995) to interested parties throughout the community. Several additional public forums were held, and comments received. Comments were reviewed and changes incorporated where possible.

Note: Initially, all state-owned highways in the City of Portland were included as bikeways, per request by the state to comply with their policy that all state highways should have bicycle lanes. After further discussion with the state and many public comments concerned with the safety and necessity of bicycle lanes on certain state highways, a few (see Section III, Bikeway Network) have not been classified as bikeways. If these streets are reconstructed, bicycle lanes should still be included. However, these are not considered of high priority.