



FRIENDS OF LAST THURSDAY ALBERTA STREET ART WALK

Traffic + Parking Sub-Committee

Date: Tuesday, 27 April 2010 @ 11am
 Location: City of Portland, Bureau of Transportation, Portland Bldg, 8th Floor, Sunset Room
 Attendees: Portland Bureau of Transportation: Robert Burchfield, Jeri Jenkins, Matthew Machado
 TriMet: Shirley Block
 Office of Mayor Sam Adams: Ginny Peckinpaugh
 Bureau of Police: Lt. Derek Rodrigues
 Office of Neighborhood Involvement: Stephanie Reynolds
 FLT Art Walk: Jon Hagebusch, and Fredrick Zal
<http://www.fhzal.com/works/Alberta-Art-Walk/FLT-ArtWalk-Traffic-100427-Contacts.pdf>
 Minutes Prepared by: Fredrick Zal
 Minutes Distributed: Friday, 30 April 2010

TOPIC	PROPOSED ACTION[S]
May 2010 Last Thursday Alberta Street Art Walk	
<p>City of Portland, Department of Transportation wanted to stress that volunteers are needed for the May 2010 Art Walk.</p>	<ul style="list-style-type: none"> • Contact PBoT for temporary 'No Parking' signage, to be picked-up at the City of Portland, PBoT, Portland Bldg, 8th Floor, Matthew Machado, 503.823.5223, matthew.machado@portlandoregon.gov • PBoT will deliver 'sandwich' horses that volunteers much affix signs to 24hours in advance of event, minimum; • PBoT recommended a minimum of six [6] volunteers for this work. • Jon Hagebusch will inquire with his congregation at PDX Metro Church, but this should ultimately be addressed through the Volunteer sub-committee.
Intended Schedule	
<p>It is the intent of the community to take responsibility of the event.</p> <p>It is recognized by the City of Portland that this will take some time to coordinate, and that we are human and will need assistance to guide our learning.</p>	<ul style="list-style-type: none"> • May – June 2010: City of Portland to Cover Costs • June – September 2010: City of Portland potentially to cover costs, dependent upon Mayor's budget to be released 30 April 2010. • October 2010: FLTASAW to assume responsibility of event with some City of Portland assistance • January 2011: FLTASAW to assume full responsibility of event, except for costs and labor associated with Health Inspectors, OLCC, Police and Fire.
Event Schedule	
<p>This is to be tailored / confirmed</p> <p>[see example plans and specifications]</p> <p>The specifics listed here are only for the purpose of beginning a conversation with the City of Portland Bureau of Transportation, TriMet, and the community.</p>	<ul style="list-style-type: none"> • 24hrs in advance: No Parking signage to be placed on Alberta Street per code; • 3pm - Vendors set-up begins • 5:00pm – Set-up bicycle parking outside of the Community Cycling Center @ Alberta / 17th • 5:15pm – Cone off area near NE 12th / Alberta to reserve parking for signage trucks. • 5:35pm – Set-up of Type II "Road Closed" barricades along N.E. Sumner between 12th and 31st • 6:00pm – Set-up Type II "Road Closed / Local Access Only" barricades and cones with [2] RCA signs on at NE Alberta / 33rd and 7th. Set-up Type II "Road Closed / Bus Access Only" barricades and cones with [2] RCA signs on at NE Alberta / 15th and 27th • 6:10pm – Set-up of Type II "Road Closed" barricades along



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	<p>N.E. Wygant between 12th and 31st</p> <ul style="list-style-type: none"> • 6:55pm – Set-up signs and cone off for Eastbound lane of Alberta @ 7th to force traffic Right Turn Only onto 7th. • 7:00pm – Meet Police Escort at Alberta / 12th • Hard Close Alberta Street with Type III “Road Closed” barricades. Follow Police escort Eastbound along Alberta, setting-up Type I “Road Closed” signs facing away from Alberta from 12th to 31st. Set-up Type III “Road Closed” barricade at NE 30th facing East. • 7:10pm - Vendors allowed to occupy street parking spaces • Event: Patrol event to maintain sign placement • 9:15pm – Meet Police escort to follow parade and courtesy shuttles to re-open street access. • 9:30pm – Parade and Crew proceeds Eastwards on Alberta from 12th to 31st. Remove all barricades and cones. Potentially followed by street sweeper. • 9:30pm – Vendor to begin packing-up • 9:45pm – One truck to remove signs along Wygant, another truck to remove signs along Sumner. • 10:00pm – All amplified sound shut down. • 10:00pm – All vendors packed-up, off of the street, and sidewalks open to the public. • 10:00pm – Street open to the Public for motorized traffic.
Communication	
<p>It is necessary to communicate with the public prior, during and after the event.</p>	<ul style="list-style-type: none"> • Handbill / mailer to be sent to all residents and businesses in the affected area, per code [see Art on Alberta “Art Hop” example] http://www.fhzal.com/works/Alberta-Art-Walk/FLT-ArtWalk-Traffic-100427-ArtHop-Mailer.pdf • Hotline for towed vehicles, nuisance complaints, etc.
Coordination	
<p>Not all issues were able to be discussed, due to limited meeting time.</p> <p>The responsibility for these items needs to be assumed by the FLTASAW per a schedule to be agreed upon.</p>	<ul style="list-style-type: none"> • These documents were presented and discussed briefly: <ul style="list-style-type: none"> ○ http://www.fhzal.com/works/Alberta-Art-Walk/FLT-ArtWalk-Traffic-100427-PBoT-ActionPlan.pdf ○ http://www.fhzal.com/works/Alberta-Art-Walk/FLT-ArtWalk-Traffic-100427-PBoT-StreetClosure.pdf ○ http://www.fhzal.com/works/Alberta-Art-Walk/FLT-ArtWalk-Traffic-100427-PBoT-TrafficControlPlans.pdf • Follow-up meeting[s] and/or correspondence with Portland Bureau of Transportation, Jeri Jenkins and Matthew Machado will be required. • Street Closure signage, cones and barricades. It is estimated that purchasing these materials would cost \$12K +/-, and would then have associated storage and delivery required. <ul style="list-style-type: none"> ○ Contact C.O.A.T. Flagging to arrange ride-along for signage delivery / pick-up and to consider extending contract. C.O.A.T. Flagging, 2711 S.E. Milwaukee Avenue, Portland, Oregon 97202, Attn: Duncan, 503.360.6352.cell, 503.467.6386.office, duncan@coatflagging.com ○ Contact City of Portland, PBoT, to receive a pdf copy of



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	<p>ordinances, guidelines, and specifications. Portland Bldg, 8th Floor, Matthew Machado, 503.823.5223, matthew.machado@portlandoregon.gov</p> <ul style="list-style-type: none"> ○ Discuss potential of permanent signage, similar to “No Parking on Sunday” signs by Churches to create awareness of our ‘Culture of Place’ and focus fiscal and labor expenditures. ○ Discuss potential of permanent ‘Art Gates’ at 15th and 27th to be funded by RACC ● Street Closure and Event Permits <ul style="list-style-type: none"> ○ Review policy to maximize ability for community to assume responsibility and have authority during event. It was discussed to potentially have an event permit that covers the full traffic area [see PB0T Traffic Control Plan] from MLK Boulevard to 33rd Avenue, from Prescott Street to Killingsworth Street. The actual event would only be on Alberta Street, with signage / barricades as noted. ○ Determine language / graphic for quasi-legal event access permits. ○ Contact City of Portland, PBoT, Portland Bldg, 8th Floor Jeri Jenkins, 503.823.7077, jeri.jenkins@pdxtrans.org ● Noise Variance permit, per Sound sub-committee ● Contact tow truck companies to see if they are willing to do a courtesy tow as an in-kind donation to our 501(c)3 for the first two months, and then after that they will have a contract to tow and impound with a charge vehicles without an event permit. ● Create a courtesy tow lot / commuter parking lot at a local Church, Business, or as proposed at the Circadia Arts Center. ● Is a separate ‘parade’ permit needed, or would it be cover within the street closure permit? May City agencies be involved, as preliminarily described above? ● Others as required.
<p>A number of these issues will need to be coordinated with the funding, communication, and volunteers sub-committees.</p>	
<p>Reference Links:</p>	<p>http://www.portlandonline.com/transportation http://www.coatflagging.com http://www.pdxpedicab.com http://www.busproject.org http://www.groovebomb.org http://www.circadiaarts.org http://www.artonalberta.org http://www.racc.org</p>

These meeting minutes were prepared by the Friends of Last Thursday Alberta Street Art Walk, Traffic + Parking Sub-Committee. The minutes reflect the author’s understanding of discussions and provide a record of the agreements reached at the meeting. Should any of those present have different recollections, or find errors or admissions in the minutes, advise the author in writing within five [5] calendar days of receipt of the meeting notes. The Friends of Last Thursday Alberta Street Art Walk is open to all, and encourages neighbors, artisan, vendors, patrons, and others to provide their constructive input towards the creation of an exemplary monthly celebration of the arts and the community that we may enjoy together.