

# ATTACHMENT A

## DRAFT Meeting Minutes

Central Oregon Area Commission on Transportation  
COACT  
November 12, 2015

### Members:

Attendees: Gary Farnsworth (ODOT), Lonny Macy (Confederated Tribes of Warm Springs), Dana Cork (Federal Agency Representative – Prineville BLM District), Bob O’Neal (Crook County), Andrea Blum (Sisters), Bill Braly (Bike/Ped – Deschutes County Bicycle and Pedestrian), George Endicott (Redmond), Ken Mulenex (La Pine), Michael Folkestad (Jefferson County), Wayne Fording (Jefferson County), Barb Campbell (Bend), Gary Judd (Aviation), Charlie Every (Trucking).

Guests: Bill Duerden (Redmond), Marcos Romero (Federal Agency – Deschutes National Forest Service), Mike McHaney (Jefferson County), Jim Pex (Century West Engineering), Tom Headley (Century West Engineering), Andrew Spreadborough (COIC/CET), Casey Bergh (Kittleson & Associates, Inc.), Paul Bertagna (Sisters), Stephanie Hartung (Sunriver Airport), Matt Wiederholt (Prineville Railway).

### Staff:

Scott Aycock and Laura Skundrick (Central Oregon Intergovernmental Council)

### 1. Call to Order and Introductions

Commissioner Fording called the meeting to order at 3:10pm. Introductions were made.

### 2. General Public Comments

There were no public comments.

### 3. COACT Business

#### a. September 10 2015 Meeting Minutes (Action)

Mr. Folkestad moves, Mr. Braly seconded. Motion carries unanimously.

### 4. Transit Funding Overview and Update - Andrew

Commissioner Fording introduced Mr. Spreadborough, who gave a high level update on Cascades East Transit (CET) services, both urban and rural routes, explaining services available in and between various cities. He overviewed the current model of operations and funding, explaining that COIC has the largest transit system in Oregon without a dedicated funding system and that the funding model is unique to central Oregon. He explained the breakdown of the budget for operations, split between urban and rural systems. He noted that the two funding streams are segregated; they have to stay very focused within their own program.

Moving forward, how do we ensure the best services are being provided? These transit services were created within COIC by the cities and counties, and services have always been scaled based on those needs. COIC would like to continue strengthening those relationships. A few years ago the COIC Board created a regional transit funding committee to question if this is the most ideal model, or do we look at other model with more stable funding. The committee developed a strategy to address the lack of stable funding that would also avoid creation of a transit entity where cities and counties lose local control.

Part of the strategy toward stable funding is a legislative change that would create the option for COIC to propose a dedicated funding levy within one or all communities. Mr. Farnsworth asked what the specific change is, where would the ability to levy come from? Mr. Spreadborough answered that current language in ORS 190.083 allows intergovernmental

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organizations to propose a property tax for transportation facilities, but facilities are defined as things like bridges and infrastructure. The proposed change would allow transit operations and capital to be included in that language.

Mr. Spreadborough overviewed the current tools available for dedicated funding, and noted that there are currently two approaches. The first is a new transit district entity, which would mean splitting the urban and rural systems apart, and creating a new stand-alone governing body for the district, who may not understand regional priorities. The second is a tri-county transit district, which wouldn't make sense for central Oregon because different parts of the region will be ready for dedicated transit funding and enhanced services at different times.

The option for legislative change would allow current partnerships to continue with an orderly growth of transit that aligns with the community needs of the system. COIC is preparing to bring this to the 2017 legislative session, and staff are currently working to identify how this would work in practice, how elections would be structured, how would it be governed, how would cities and counties opt in or opt out. We see the importance and value of having the cities and counties continue to lead and govern the system.

Bob O'Neal asked how a transit board would ensure the cities, counties and region have their needs fulfilled? Mr. Aycock answered that it's important to note - one large difference with a transit district would be that everyone has the same rate and service, whereas this proposed change to the legislative language would create a model that allows cities and counties to structure service and rates that work for them. Mr. Farnsworth likened the transit district to a "one size fits all mainframe" whereas the legislative change allow systems them to be customized in a distributed network model.

Commissioner Fording explained that the transportation system has been nurtured and grown by COIC, and is so successful because it works for the varied needs of each community. This legislative change would keep CET as one entity. Mayor Mulenex added that if a transit district was created, that establishes another level of government, which we don't need. We already have COIC, which has been successful in governing these services.

Mayor Endicott explained several factors that may have created issues during the last legislative session, and being well prepared for 2017, proving our region is successful in transportation systems such as *ConnectOregon* is important. We must continue to plant this seed with the legislators, have them focus on why the governing piece is so important, rather than focus on a new tax.

Mr. Folkestad asked how does one qualify for service; do you have to be an incorporated city? Mr. Spreadborough replied that if there is a place who wants service that has local support and local funding, it's always a possibility worth looking into. Mr. Folkestad asked how would someone between Culver and Metolius get service if they're in between? Mr. Spreadborough responded that it's likely they currently don't, because Dial-A-Ride services are limited to Urban Growth Boundary (UGB) area. Bob O'Neal suggested adding a D-A-R concept for outside the UGB, because of the aging population there that could use service. He added that if someone was paying taxes for service, they would expect to get service. Mr. Spreadborough replied he's interested in exploring that option and looking into other tools to address those needs.

Ms. Campbell asked if individual communities passed a levy, would it allow money to go back to that community, instead of going to a pool and being split across all of the communities? Would each community's funding remain within their own system? Mr. Spreadborough confirmed.

Mr. Farnsworth asked how COACT can help to support through dialogue, communication, and discussion? Mr. Spreadborough said all of the above is helpful. He reiterated Mayor Endicott's sentiment of bringing this up with legislators if you are speaking with them, as this is a complex concept to explain in a narrow window of time, so the more understanding they have around it, the better. In the future, it will be valuable to have COACT's endorsement.

Andrea Blum asked if there is a specific name for this project? Suggested creating a name that everyone can refer to, as was the case with Trip 97.

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## 5. 2018-2021 STIP Update Process – Gary

- a) Overview/Status of Enhance & FIX IT Process – Gary
- b) Discuss Expected Projects/Collaboration

## 6. ConnectOregon VI Overview Process

- a) Overview/Status ConnectOregon VI Process, Gary
- b) Discuss Expected Projects/Collaboration

Mr. Farnsworth noted that Judge McCabe and Commissioner Unger are at the Oregon Transportation Commission (OTC) work session in Silverton, discussing these projects today. He overviewed the budgets for STIP and *ConnectOregon* projects, comparing them to years past. He also highlighted some differences between the two programs and referenced the handout, “*ConnectOregon VI and Enhance Non-Highway Program Comparison Fact Sheet*,” noting this handout can be helpful because these projects can be tricky to figure out.

Gary noted that his goal today is to make sure any remaining questions are answered, discuss other possible project proposals and to see if there is opportunity to coordinate projects. These can include either STIP or *ConnectOregon* projects, as we can blend these two topics together.

Mr. O’Neal asked for clarification - if the project is bike/ped on a local street, you have to match, but on a highway road, you don’t? Mr. Farnsworth answered yes that’s correct, and referred to handout “Examples of Project Types Eligible for Enhance Non Highway,” page one.

Mr. Romero noted a potential project – the Bend Ft. Rock District Office has intent to apply for *ConnectOregon* CE and CN funding, for construction of an undercrossing under Cascade Lakes Highway. This project would connect a paved path from the “Good Dog” trailhead to the new welcome station. The tunnel would allow bike/ped access off the highway to single use trail systems and other recreation opportunities.

Ms. Hartung noted that Sunriver Airport will apply for a fairly significant project for improvements to the taxi way and apron around it, as well as replacing the terminal. She added they have matching dollars and community support, and have now completed several other projects around the community and the resort, so the timing is right. Gary asked for the estimated amount of project, to which Stephanie replied around 3 million, and they are working to figure out what can be compartmentalized, what amount would be applied for, or the possibility of submitting three separate applications. Gary noted that sometimes multiple applications can be just as complex, and reiterated the budget of \$4.5 million for the entire nine county area.

Mr. Spreadborough added that COIC is planning to apply for both Enhance and *Connect*, working with partners to improve the Community Connector system. The goal is to improve access to key regional employment, education, health, and shopping centers, etc.

CET recently completed the Bend transit expansion project, which created more flexibility for the community connector system. Essentially, the Bend expansion creates opportunities to add stops to either end of the shuttles, and COIC also has operations funds to add shuttle runs. COIC is seeing opportunities to meet community priorities as well as the priorities of partners such as OSU, St. Charles and COCC. COIC will apply for Enhance funding for Community Connector bus stop infrastructure with proposed new stops in Madras, Redmond, Sisters, Prineville, La Pine and Bend. This would also include a partnership with Commute Options for outreach regarding the connector system. This project is estimated around \$200,000 and COIC is working to refine those costs.

Another item within the connector system that needs to be addressed is the temporary Redmond hub at the library. COIC will be submitting a proposal for *ConnectOregon* funding in order to develop a permanent location for this hub in Redmond, where buses make connections. COIC has identified a location and is working to solidify match. Phase one

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includes securing property, creating a park and ride lot, a simple restroom and street improvements for staging buses. Future phase would develop this location into a hub similar to Hawthorne Station. The identified location has not yet been secured but meets all short term and long term needs, for both regional connections and a future local fixed route in Redmond down the road. COIC is still working to finalize the application grant request, and he estimated around \$800,000-1 million, based on match being secured. Mayor Endicott added that the location of the proposed hub is very viable for this purpose and Redmond is very excited about it. He also noted that Redmond is preparing to submit a bid for a housing project in the immediate vicinity of that location, so it would be of great service to that area, and is conveniently near a big box store.

Mr. O'Neal asked about a current project in the works, a back road which allows bicyclists to get off the main road and access to Powell Butte. Is it possible to submit an application for Enhance funding for just the widening portion of the project? The overlay portion is expensive, but widening is not as much at around \$500,000. Can the two projects be separated in that way? Gary responded that because the process is so competitive with many applications, the focus is "What's the utility? When you're done spending the money, what will you have? Is there certainty that it will be completed?" The ideal might be to take a small amount of Enhance dollars and marry them with a pavement preservation project. If you're able to match up with other work, it can lower some cost due to mobilization costs. If you do this work in conjunction with something else you're budgeting for, you can show good leverage, good match, connectivity to highway, etc. So yes, you can separate the project and apply for just the widening portion, but tie it into your other budgeted projects, so that by the end of 2021, it's a complete project.

Mayor Mullenex noted La Pine has a project, which Gary overviewed. ODOT was planning a paving project from Sunriver to OR 31, and the city submitted for Enhance dollars for streetscaping on the west side of 97. Now they will be submitting to finish streetscaping on the east side of the ODOT project.

Mr. Folkestad noted Crooked River Ranch will be applying to get a new right of way, since there's only one way in or out. They are using the Federal Lands Access Program (FLAP) grant to fund a portion of the project, and are pursuing additional funding from Oregon Transportation Infrastructure Bank (OTIB). They are working with Matt Harris from OTIB, who attended the September COACT meeting.

Ms. Campbell mentioned that the City of Bend is applying for STIP funding for continuation of the south Third Street sidewalk. Gary asked if Barb is suggesting there is more to do on this project than what COACT supported during last round of Enhance funding? Barb confirmed, and stated that this project will be presented to City Council on November 18<sup>th</sup> for council approval. Commissioner Fording asked for the estimated dollar amount, of which Ms. Campbell was unsure.

Ms. Campbell mentioned that the City has another project at the airport, the helicopter pad, and asked Mr. Judd to elaborate. He noted that the project will expand the pad in size and add several new components, for a total project amount of \$8.1 million. The budget includes a *Connect* funding request of \$1.1 million for match.

Mr. Judd also noted that he heard there would be a project for the Sisters Airport, but he was unsure of the scope or total dollar amount. He added that all airports are experiencing growth at a great rate, which is positive and indicates the economy is vibrant. Mr. Farnsworth agreed and also mentioned Kelly Coffelt's Prineville airport proposal – noting it has grown into a large project.

Mr. Braly explained two Redmond projects. The *Connect*Oregon project is for the Homestead Canal Trail, with an estimated funding request around \$400,000-450,000, and a total project amount of \$1.1 million. This project ties well with the COIC transit hub project, helping people get to jobs or to transit in a safe manner. One phase has already been done through the Parks Recreational Trail Program. The Enhance project is proposing a staircase into Dry Canyon, helping users access the Dry Canyon trail better. Request estimated at \$300,000-315,000.

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Mr. Bertagna noted that Sisters will apply for Enhance funds to build a multi-use path from the “soon to be built” roundabout at Barclay/Hwy 20 to Pine St. that would connect the Cascade Ave improvement project to the 2015-18 STIP funded roundabout project. Sisters will also apply for Connect VI funds to connect the Sisters Airport Street Improvement Project that was funded with IOF/IFA dollars to downtown with a 8’ wide multi-use path.

Mr. Farnsworth asked Mr. Macy if Warm Springs is submitting a project? Lonny wasn’t sure, possibly a trail from the last application. Gary added he doesn’t believe Deschutes or Jefferson County are submitting a project. He noted that Jovi Anderson from the Bend MPO called about a possible project from Bend Parks & Recreation. Paul asked if Gary has heard from Sisters Trails Trust, and Gary responded no.

Gary asked for all members to please get a hold of him or Katie Parlette if they need help or will be proposing a project not discussed here today.

Mayor Endicott commented that Mayor Shirley Kalkhoven, who had been instrumental in setting up *ConnectOregon* and was a huge friend of Oregon transportation, passed away last year and will be sorely missed. She was always extremely helpful in this process and was a force behind all of this.

Mr. O’Neal asked when the selection process starts? Mr. Farnsworth said that selection for both programs will start in Spring, and suggested to keep in mind that the Enhance program is more flexible than Connect. Enhance allows room to evaluate the whole picture and scale the projects in more detail, look at pooling resources, timing and phasing projects. He noted that the big change to the Connect process is that applicants or those tied into application cannot go to the final review committee.

Mr. Farnsworth foresees continuing to use the COACT TAC group to vet and weigh ideas on how to prioritize the Enhance applications on the front end with identified criteria, and bring that back to the full Board, similar to what’s been done in the past. For both programs, delegates from COACT will meet with the ODOT Region 4 manager and representatives from other ACT areas to prioritize the projects. Mr. Spreadborough asked if there was a sense for how many applications have been submitted from other ACT areas? Mr. Farnsworth responded it’s not a big number. Gary encouraged anyone to apply and participate in these programs, mentioned that there were many great projects talked about today, which helps to frame our needs to our legislators for new funding. The more you can describe the regional and state benefit of the project and how it relates to other projects going on, the better.

Mr. Braly asked if the completed project price varied from the estimated project price, how would match amount be affected? Mr. Farnsworth answered that they would have to take into account the minimum match requirement, but the overall match would be negotiable, and depends if the project had gone through Enhance or Connect. Gary offered to do more digging to get confirmation, but Mr. Braly suggested there was no need for that.

Commissioner Fording noted there is an additional item to add to the agenda – to discuss the Governors Transportation Vision Panel (GTVP) and referenced a handout provided by Gary Farnsworth. Gary provided an overview of the GTVP, initiated by Kitzhaber and being perpetuated forward by current Governor Brown. The panel is requesting regional forums to vet and get input on their efforts. They have requested, through ODOT, to use the Area Commissions for that outreach. With the state, along with the ACTs and ACT leadership’s permission, it’s been agreed to use the January or February meetings as these forums. Gary noted a big emphasis of the panel is on funding, and thinks this is a great opportunity to weigh in, for everyone to get on the same page collectively in Oregon to set priorities.

Mr. Farnsworth suggested extending an invite to legislators, Bend MPO, RST advisory committee, other stakeholders, etc. The handout covers questions posed by the workshop happening today, where Judge McCabe and Commissioner Unger are attending. The handout includes talking points gathered from COACT, framed for the workshop. The December Executive Committee meeting will allow us the opportunity to discuss what they heard and learned. Commissioner Fording suggested if you have input, contact Gary and we can discuss it at the Executive Committee. Gary added that the

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meeting is open, so let him know if you're interested in attending. Scott will prompt Gary to send out reminder for input on these questions.

Mr. McHaney added that it is very important to discuss the Secure Rural Schools Act, and what Oregon will do long term. This is where counties need help, and needs to be a focus when we have the forum.

Mayor Mulenex asked when proposals come in, will we look at 150%, like last time? Mr. Farnsworth responded yes, that's one of the differences between Connect and Enhance. Enhance allows us to look at 150% if there are scaling or collaborating opportunities.

Mr. Bertagna asked what is the total dollar amount of Enhance for 2015-18? Gary responded it was around \$20 million, but it wasn't just non-highway. The commission decided to take some of the money to allow regions to use it as part of their FIX IT program.

## **7. Adjourn**

Commissioner Fording adjourned the meeting at 5:00pm.

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