

Meeting Minutes

Central Oregon Area Commission on Transportation COACT November 10, 2016

Members: Alan Unger (Deschutes County), Mike McCabe (Crook County), Lonny Macy (Confederated Tribes of Warm Springs), Gary Farnsworth (ODOT), Marcos Romero (Federal Agency-US Forest Service), Ron Cholin (Crook County Stakeholder), Patrick Hanenkrat (City of Metolius), Karen Friend (Transit), George Endicott (City of Redmond), Jeff Monson (Transportation Options), Ken Mulenex (City of La Pine), Dennis Scott (City of La Pine Alternate), Gary Judd (Aviation), Bill Braly (Bicycle/Pedestrian), Gus Burril (City of Madras), Mike Folkestad (Jefferson County Stakeholder), Andrea Blum (City of Sisters), Barb Campbell (City of Bend), Bob Bryant (ODOT),

Guests: Scott Smith (City of Prineville), Jim Pax (Century West Engineering), Tom Headley (Century West Engineering), Della Mosier (ODOT), Chris Doty (Deschutes County), David Campbell (Sisters Eagle Airport), Kelly Coffelt (City of Prineville Airport), Mike Caccavano (City of Redmond City Engineer), Caprielle Lewis (EDCO-Sisters), Jackson Lester (Cascades East Transit), Zachary Bass (Redmond Airport).

Staff

Shelby Knight (COIC), Scott Aycock (COIC)

1. Call to Order and Introductions

The meeting was called to order at 3:05 pm. Introductions were made.

2. Public Comments

There were no public comments.

3. COACT Business

A) September 14, 2016 Meeting Minutes (Action)

Ken Mulenex motioned to approve the September 14, 2016 meeting minutes. George Endicott seconded. Minutes were approved by consensus.

4. COAR – Critical Airport Relief Program

A) Aviation Program Overview

B) ACT Role and Review Form

C) Central Oregon Application Summaries

Gary Judd explained that COACT is to review applications for the Critical Oregon Airport Relief (COAR) grant program. The recently developed program is the result of a tax on aviation fuel. The tax provides funding for multiple buckets through the Aviation Systems Action Program (ASAP), organized and run by the Oregon Department of Aviation. One of which buckets is COAR, providing grant funding for local airports.

Gary Judd introduced Heather Peck, the Statewide Programs Division Manager for the Oregon Department of Aviation. Heather Peck referred to the PowerPoint presentation “Aviation System Action Program” (which can be found on the website here: <https://coic2.org/community-development/central-oregon-area-commission-on-transportation/>). The presentation covered; 1) priority project categories; 2) COAR minimum match requirements; 3) FAA and COAR grant cycles; 4) the COAR grant cycle timeline for 2016; 5) a summary of COAR applications; 6) ACT review and COACT applications summary; and 7) next steps.

Heather Peck explained that projects were placed into one of three priority categories. She described each priority category as follows:

- 1st priority - assist with match for FAA AIP grants
- 2nd priority - safety and infrastructure development
- 3rd priority - aviation-related economic benefit

The Oregon Department of Aviation received 61 applications for a total ask of \$4.5 M, with an estimated total \$1.3 M - \$1.5 M to award, up to \$150,000 maximum for each grant. Heather Peck noted that five total applications were rejected based on the ODA application review process and requirements, none of which were for the Central Oregon area. The Central Oregon area received 13 applications for a total ask of \$1,353,290. Four applications – from Redmond, Madras, and two in Prineville – were deemed priority 1. One application from Redmond was deemed priority 2. Eight applications for Lake Billy Chinook, Sunriver, Redmond, and five in Sisters were deemed priority 3.

Heather Peck described the ACT review process. As per Statutory Considerations in ORS 367.084(3), the reviewing ACTs must consider; 1) whether a proposed transportation project reduces transportation costs for Oregon businesses or improves access to jobs and sources of labor; 2) whether a proposed transportation project results in an economic benefit to the state; 3) whether a proposed transportation project is a critical link connecting elements of Oregon's transportation system that will measurably improve utilization and efficiency of the system; 4) how much of the cost of a proposed transportation project can be borne by the applicant; 5) whether a proposed transportation project is ready for construction; and 6) whether a proposed transportation project has a useful life expectancy that offers maximum benefit to the state. Based on the application materials, ACTs shall determine whether a project thoroughly meets each consideration by designating a rating of agree, somewhat agree, or disagree. ACTs are to complete one statutory review form per project application, based upon the applicant's responses. ACTs will not rank projects, rather the Aviation Review Committee will rank projects using feedback collected from all 12 ACTs. Heather Peck noted that one representative from each ACT will participate on the Aviation Review Committee to advocate and answer questions for their region's projects and input.

George Endicott asked if each ACT should look at and review the statewide list of applications. Heather Peck clarified that each ACT will only review applications for their respective region.

Heather further explained that projects are to be reviewed by the ACTs from October 24th through the end of December. The ACT subcommittee will then review the project lists for all of region 4 in order to break ties and finalize the region 4 list for each priority bucket. Project lists from all 12 ACTs will then be collected and reviewed by the Aviation Review Committee (ARC) in February, with grants being issued in March. Heather Peck stated that a draft agreement for the reimbursement structure of COAR can be found on the ODA website. She added that reimbursement will be tailored to each project that is awarded a grant.

Heather Peck stated that ODA staff will be available to answer any questions throughout the ACT review process and will send a representative to the ACT review committee meeting.

Zach Bass asked if priority 1 projects will always take precedent over others when it comes to funding. Heather Peck responded yes, priority 1 projects must be funded before priority 2 and so forth. She added that it is too late to address this for this round, but ODA has been brainstorming ideas on how to address it in the future.

Zach Bass asked where on the Central Oregon project list does it show what priority is assigned to each project? Heather Peck responded that the project IDs are marked with FAA (priority 1), ORP (priority 2), or ED (priority 3).

Alan Unger stated that small airports, which do not receive FAA AIP funding and therefore cannot be Priority 1, are critical and need funding sources to support them. He asked how COACT can assist ODA in changing the legislation regarding priority funding so that the program can be fair to all airports. Heather Peck responded that the intent of the program was to fund airports that were not receiving funds through other mechanisms. She stated that the need is to

advocate for legislative changes that would untie the priorities so that ODA would not have to fund projects through the existing structure.

D) COACT Discussion of Projects

Gary Farnsworth asked for project comments and input. There were none.

E) Delegate ACT Review Form to COACT Exec. Comm. (Action)

Scott Aycock recommended that the Board delegate the review process to the Executive Committee, set to meet in December. Additionally, Gary Farnsworth recommended the ACT Aviation rep reach out to the Central Oregon Airport Group for discussion and feedback on projects. He added that Gary Judd would collect the airport group feedback and present it to the Executive Committee at their December 1 meeting. Gary Judd responded that there is the potential for conflict of interest through this method as the airports represented in the airport group have submitted projects to the program. Gary Farnsworth responded that the conflict of interest is neutralized when multiple applicants collaborate on the process. He added that trust built within the airport group and their ability to build consensus contributes to a fair and equitable process of review. Additionally, the Executive Committee would be the deciding body, eliminating any conflict of interest concerns. Heather Peck responded that use of the airport group outlined above is fair and reasonable. She added that ODA is allowing, within the guidelines of the program, each ACT to decide the process with which they will review projects.

Alan Unger asked for any Board member input at this time. Additionally, he added that member input may be submitted through November via email to Gary Judd.

George Endicott asked 1) is safety included in prioritization; and 2) if the ACT will review the prioritization of projects. Heather Peck responded that safety is included in priority 2 and reviewing prioritization is not within an ACT's duties.

Gary Judd motioned to appoint Scott Aycock, Gary Judd, and the Central Oregon Airport Group to develop recommendations for the Central Oregon COAR project list to be presented to the COACT Executive Board meeting in December. Gary Judd further motioned that the COACT Board delegate final authority over the ACT review process to the COACT Executive Committee. George Endicott seconded. The motion was approved by consensus. .

5. Oregon Transportation Commission Annual Workshop Meeting (October 13-14, 2016) Debrief

Alan Unger stated that he and Bob Bryant attended the OTC annual workshop meeting in October as the COACT representative and the Region 4 representative.

Bob Bryant summarized his experience at the workshop. He stated that representatives from all Area Commissions around the state attended the workshop and familiarized new commissioners with the services that they provide their region. The group identified preserving existing infrastructure and resiliency planning as transportation priorities. He noted that the distinction between rural and urban area needs is disappearing as the challenges that face each Area are more consistent across the state. He stated that the OTC spoke to the need for a transportation funding package; as seen by the results of the recent efforts of both the Governor's Transportation Vision Panel and the Joint Committee on Transportation Preservation and Modernization. The OTC recognized the variety of need across the state and stressed the importance of developing a package that encompasses all transportation and that generates a significant amount of new revenue in order to meet the significant needs.

Alan Unger summarized the discussion with legislators He stated that four legislators – Senator Beyer, Senator Boquist, Representative McKeown, and Representative Bentz – attended the workshop. In summary, they discussed silos in transit versus bicycle/pedestrian modes, indexing and tolling, the potential for a bike tax, parking challenges, challenges in trucking, outreach strategies, and ways to gain public and legislative support for a transportation funding package. He added that the message was clear that the OTC is to focus on the need and the development of a transportation package while the legislature will pair it down and make decisions. Alan Unger stated that local players will follow the OTC's lead on development of the package and offer support where needed. Additionally, the ACT and modal committee chairs had the opportunity to discuss ACT roles and the importance of programs like ConnectOregon. Bob Bryant added that

legislators discussed common transportation needs and priorities from all over the state. Those being; transit improvements for both rural and urban areas, development of a transit funding package to help provide better service, freight movement and congestion, and seismic resiliency. This discussion translated the need for the OTC to develop an investment strategy for transportation in Oregon to be presented at the next legislative session. ODOT is working with the Commission in developing an investment strategy framework and will present a recommendation and/or concept at the next OTC meeting in November.

Alan Unger noted the \$1.5 Billion deficit in the Oregon budget and wondered how legislators will address it, specifically in regards to a funding package for transportation.

George Endicott commented that the republican view is to hold firm regarding clean fuels relief before considering a statewide transportation funding package. He added that funding packages require a super majority vote, which the Democrats lost in the Oregon Senate in the recent election. He noted that compromise will be key. Alan Unger added that it is important to engage in discussion with local legislators around local transportation needs and to support them in that discussion at the state level.

Alan Unger stated that there was a discussion regarding the Governor's Transportation Vision Panel that traveled throughout the state earlier in the year. The main findings were around congestion, transit and the underlying concern of how to fund it, seismic preparedness, historic concerns, and generational alignment.

Bob Bryant stated that it is not clear yet what legislators will be asking for from ODOT or the Area Commissions in regards to a funding package. He added that they may look to the ACTs to provide input on a list of state needs. He asked how that process should be structured, especially with a short turn around and timeline. He stated that the target for COACT input and recommendations will likely be early next year. Additionally, ODOT maintains a list of priority needs compiled from input received from the Community Transportation System Plans and the ACTs. He can make the list available to the ACT if needed. Gary Farnsworth responded that there is an opportunity to start this conversation at the Executive Board meeting in December and potentially engage the Technical Advisory Committee in order to develop straw recommendations to bring to the January COACT meeting. Gary Farnsworth will look for input from Area Commission members in the meantime. Bob Bryant hopes to get more direction on this in the coming weeks.

6. Transportation Funding Program Recap

A. Federal Lands Access Program (FLAP) Update

Bob Bryant informed those in attendance that the FLAP decision committee met yesterday. He stated that a Technical Advisory Committee, consisting of representatives from each federal land management agency, has been working on recommendations for the 52 applications received through the call for projects. The call for projects was to allocate funding for 2019-21, for which period a total of \$100 M is available to be allocated through the program. Bob Bryant reported that most of the 52 total applications were approved for funding by the decision committee. Central Oregon projects that were funded are:

- Cascade Lakes Highway Bicycle Master Plan
- US 97 Bend to Lava Butte Multi-Use Trail Project
- Jefferson County Perry Campground Project
- Vandervert/US 97 Intersection Improvements
- US 20 and Barclay Scenic Bikeway
- Cascade Lakes Chip Seal
- Millican Road Chip Seal
- Haul Road Undercrossing
- Century Drive Cascade Lakes Trail Improvement – This project did not receive full funding and was recommended to be funded at half the ask

Bob reported on three transit projects that were funded through FLAP. The first was for operational funding for the Mt Hood Express, the second was a proposed transit service in the Columbia River Gorge, and the third was for a new service from Hood River to Ski Bowl on Mt Hood Highway.

Bob stated that those who submitted projects should be hearing officially from Western Federal Lands within the next few weeks. Bob also informed those in attendance that the decision committee discussed planning projects, specifically those that did not receive funding. He stated that as planning projects take form, there may be an opportunity to fund them through the 2019-21 FLAP, as the program is flexible and set out to 2019.

Marcos Romero stated that the future of project proposals, potentially in light of the recent election as well, will be shelf and shovel ready projects. Bob Bryant added that another important aspect will be partnerships and leveraging funds.

Bob Bryant stated that there will be another call for projects in two years. It was asked if the next call for projects will be for fiscal year 2022. Bob Bryant responded generally, yes, but he noted that it will depend on if the current projects utilize all of the moneys or if they generate a balance. If this happens, there may be an opportunity to fund additional projects in between the biennial schedule. Gary Farnsworth added that there is opportunity to work out cash flow earlier with partners such as ODOT and Western Federal Lands, as has been done in the past.

Scott Aycock asked what is the total amount for Central Oregon projects that was awarded for the 2019-21 cycle? Bob Bryant responded \$9.5 M dollars of FLAP funds.

Alan Unger asked if the Crooked River Ranch Secondary Access project submitted an application. Bob Bryant replied no. Alan Unger recommended following the project and ensuring that it is project ready for potential funding opportunities in the future.

B. 2018-21 STIP Program Update

Gary Farnsworth addressed two handouts, the “COACT 100% List – Draft 2018-21 STIP Update” spreadsheet and the “State Funded Local Projects (SFLP)” overview. He noted the small print and asked Shelby Knight to send both forms out to the ACT list.

Gary Farnsworth explained that ODOT is in the process of updating the 2018-21 STIP, wrapping up FIX-It project lists, and working on the current announcement on priorities for the Local Bridge Program. The “COACT 100% List” spreadsheet for STIP summarizes projects and funding amounts recommended by Region 4. The recommendations will be presented to the OTC in December and will be up for public review by fall of 2017. He asked attendees to review the list and provide any comments either in person or via email to Gary Farnsworth.

Della Mosier introduced a new ODOT program; the State Funded Local Projects initiative (SFLP). The SFLP is a new process for the 2015-18 STIP to provide state funds for federal projects selected under ODOT or Transportation Management Area (TMA) funding programs. Essentially, ODOT scopes a project as if it is federal and provides 94 cents to the dollar for the project. If the project is delivered under budget, ODOT does not request match. She explained that the program is meant to give ownership of local projects back to local agencies and municipalities. Additionally, local public dollars are stretched further by delivering non-federal projects for half of the cost. Eligible projects are selected through All Roads Transportation Safety (ARTS), Local Bridge, Enhance, and Active Transportation Discretionary and must not be on the state system. Della Mosier reported ODOT has scoped the 2018-21 STIP projects using the SFLP initiative and has identified one local project from the list as eligible for the program thus far.

Gary Farnsworth noted that the program would tie into a state revenue stream provided by a transportation funding package, if passed.

Gary Farnsworth clarified that STIP projects reported on the 100% list are within the allocation of funds. However, with programs such as the State Funded Local Project initiative and the Local Bridge Program, there are opportunities to

convert those dollars from federal to state. Additionally, the SFLP process does not exempt ODOT from going through vetting of projects.

Alan Unger asked why only one Central Oregon project was identified as eligible. Gary Farnsworth responded that is because the 15-18 Enhance/STIP local projects were already too far along. Della Mosier added that the H Street Sidewalk project listed was originally an 18-21 Enhance/STIP project but was advanced to the current STIP.

Barb Campbell felt that relief for right of way costs for local projects will be beneficial. For example, the City of Bend is working on a sideway project that is federally funded and therefore subject to federal requirements. The federal status of the project is driving up the cost. Gary Farnsworth noted that state requirements for right of way will still apply to SFLP projects.

C. ConnectOR VI Project Status

Zach Bass informed the COACT that the RDM Taxiway B project received the grant paperwork and the city council approved it. They will be submitting the notice to proceed, and work on the project should begin in early spring of 2017. Gary Farnsworth asked what the total project dollar amount was. Zach Bass responded \$4.1 M.

Gary Judd stated that the Bend Airport Helicopter Operations Area Phase 2 project offered their notice to proceed, it was accepted, and the project is scheduled to be completed August 1st, 2017. The total project cost was \$7.5 M.

Kelly Coffelt reported that the Prineville Airbase Joint Use Facility project is in process. He stated that because of the size of the project (\$8 M total project cost), the airport had to define where funds are to be allocated more accurately. Additionally, the project is being subject to the NEPA review process. He hopes to see infrastructure work begin in late summer of 2017.

Mike Caccavano stated that the Redmond Homestead Canal Trail project is waiting on the grant paperwork. The project design is mostly complete and the city plans to bid out later this winter. Gary Farnsworth asked what the total project cost was. Mike Caccavano responded \$1 M. Gary Farnsworth asked what is the total investment in the trail thus far. Mike Caccavano responded \$150,000 for the 1st phase and \$1 M for phase 2. He added that the project will require around \$500,000 more before it is completed.

Karen Friend reported that COIC has signed and returned the grant for the Central Station project, pre award expenditures were approved for match requirements, and the property went into closing today. She stated that COIC is currently working with the state on the Regional Solutions match and hopes to begin construction in the summer of 2017.

Alan Unger commented that the ConnectOregon VI process has been great for transit and airport growth in the region.

7. Regional Roundtable

Alan Unger informed the COACT that McKenzie Group Consulting are conducting an audit for ODOT for the state legislature. He stated that he and the chairs of the Lane and Lower John Day ACT, as well as George Endicott and Jeff Monson met to discuss the following; 1) the ACT process, 2) the quality of the relationship between ACT members and ODOT staff; 3) how input is incorporated; 4) prioritization process; 5) roles and structures between ODOT and the ACTs; 6) structure of interactions and timing of meetings; and 7) helpfulness and relevance of materials.

George Endicott explained that the audit was for a management review of ODOT. The ACTs were asked to provide their perspective regarding the ACTs relationship with ODOT. George Endicott reported out that collectively, the group felt that relationships are strengthened between local entities through ACT participation. Additionally, ACTs provide for regional cooperation and decision making, allow for local communities to benefit from statewide programs such as ConnectOregon, and provide an opportunity for relationship building between local ODOT staff and local municipalities to address local priority needs and concerns. George Endicott concluded that ODOT's work with the ACTs has been successful and beneficial, especially within the last few years. Alan Unger agreed that ODOT has successfully integrated with local communities. George Endicott added that ODOT can and has advocated for local needs at the state level, specifically due to the agency's role in the Regional Solutions team.

Alan Unger stated that he received his “termination notice” as Deschutes County Commissioner. He stated that he has been the champion and the voice of COACT and is looking to someone else to be that voice to work with and develop relationships with ODOT and fight for the Central Oregon area’s transportation needs as a rural community.

Zach Bass reported that Robert’s Field Redmond Municipal Airport is having the best year it’s ever had. Additionally, the airport is in the middle of a Management Plan update. The update is required every 10 years and uses data to project future growth of the airport. He noted that he may look to other airports in the area for feedback on the future growth of the Redmond Airport.

Gary Judd stated that a representative from the Bend Airport is sitting in on the master plan update for the Redmond Airport. He felt that relationships built through the Central Oregon Airport Group are critical in helping address the needs of the region. Additionally, he reported that all hangers are full in the Bend airport. The airport is trying to adapt and address a few zoning barriers in order to accommodate the demand.

Kelly Coffelt reported that the Prineville Airport hangers are 99% full. The airport is seeing increased business interest and hopes to grow through the ConnectOregon project.

Ken Mullenex stated that the City of La Pine has started the realignment of the Burgess interchange to the overpass in La Pine. Additionally, the La Pine City Council voted to approve the acquisition of all properties for the COIC transit project. Ken Mullenex introduced Dennis Scott, his successor as La Pine Mayor.

Gary Farnsworth stated that ODOT would like to do an ACT orientation/workshop for members in January or February of 2017. He added that he plans to coordinate with Karen Friend who will be holding an orientation for the COIC Board in early 2017 as well.

George Endicott informed attendees that he is the President-elect of the Oregon Mayors Association. In terms of transportation projects, he stated that he has been advocating for a left turn lane at the 126th and 35th street intersection in Redmond.

Ken Mullenex thanked ODOT and local representatives for the relationships and cooperation he’s experienced with the ACT over the past six years. He attributed successes in the region and in La Pine specifically to work done through the ACT.

Barb Campbell thanked Alan Unger for his leadership within the region and the ACT. Additionally, she stated that she was happy to see that ODOT settled a lawsuit recently regarding accessibility. She wondered if anyone applied for STIP funding for pedestrian bridges over canals. Gary Farnsworth responded no. However, there has been an ongoing dialogue about improving pedestrian access in certain areas.

Andrea Blum reported that Sisters will begin work on a new roundabout in February. Additionally, the city is initiating its Transportation Plan update.

Karen Friend reported that the COIC Board lost many key position holders in the recent election. COIC will be hosting a Board orientation in early 2017. Additionally, CET is seeing an increase in ridership by over 12% and is working on a community connector expansion. The expansion is set to be implemented in February of 2017. Gary Farnsworth suggested that there will need to be a COACT orientation for new members as well.

Alan Unger urged local governments to continue to support COIC, specifically through the changes in leadership of the COIC Board.

Marcos Romero stated that the Forest Service hopes to continue engaging in local collaborative processes and partnerships in order to strengthen access to local forests and funding.

Lonny Macy reported that Warm Springs is partnering with ODOT on the development of a corridor safety plan on highway 26.

Gus Burrill thanked ODOT for developing the State Funded Local Projects initiative. He reported that the City of Madras is currently updating its Transportation Systems Plan. Additionally, he encouraged members to hold strong with a unified voice regarding support for a state transportation funding package.

Mike Folkestad asked if the park and ride at the Thriftway in Terrebonne has been closed. Gary Farnsworth responded that the business reported issues and abuse of business directly related to the park and ride and requested that that stop be discontinued.

Scott Smith reported that the Combs Flat bridge replacement is in its final stages.

Chris Doty reported that the Tetherow Bridge project west of Redmond is about to open.

Bob Bryant thanked members and partners for their support and time investment. He recognized the benefits of the collaborative partnerships between ODOT and the area commission.

Mike McCabe echoed Ken Mulenex in commending ACT members and ODOT on the work they have done together and wished well to those he's worked closely with for years.

Gary Farnsworth commended Alan Unger for his leadership at the COACT table.

The meeting adjourned at 5:01 pm.