Meeting Agenda
Thursday, March 28
12 to 1:30 pm

Confederated Tribes of Warm Springs Administrative Building
(Conference Room 3) 1233 Veterans St, Warm Springs, OR

Conference line number: (605) 313-4122 access code 443049

Meeting Agenda

12:00 Welcome and Introductions
12:05 Public Comment Period
12:10 Overview of STIF program
12:25 Review adopted STIF bylaws
12:35 Roles and responsibilities of committee members
12:45 Discussion of local funding priorities
12:55 Review STIF Discretionary Grant
1:10 Review of Public Transportation Public Service Provider projects
1:25 Establish 2019 meeting schedule
1:30 Adjourn

If you are unable to attend in person, please call in to the meeting using the conference line information below. To request this information in an alternative format, please call Derek Hofbauer at 541-548-9534 or send an email to dhofbauer@coic.org. Deschutes County encourages persons with disabilities to participate in all programs and activities. This meeting location is accessible to people with disabilities. If you need accommodations to make participation possible, please contact Derek.

Conference line number: (605) 313-4122 access code 443049.
Introduction

ODOT has completed the annual update to the Statewide Transportation Improvement Fund (STIF) Formula Fund allocation estimate. For most Qualified Entities (QEs)\(^1\), the revenue estimates are higher than the April 2018 forecast. The main reason is the upwards adjustment of about 2.5% of the expected Transit Payroll Tax collections. Some QEs might see larger gains than others due to relative gains in the QEs own payroll share. This forecast is updated annually with the state revenue forecast and includes the most current employment payroll data from the Oregon Employment Department.

Ninety (90) percent of the revenue will be distributed by formula to QEs, which are required to coordinate with Public Transportation Service Providers (PTSPs)\(^2\) in their area of responsibility to develop a sub-allocation method and estimates as a starting point for local decision-making.

Estimate Assumptions

The forecast is conservative because the tax is new and we lack historical data to predict future revenues. The level of taxpayer compliance is also uncertain. ODOT will only distribute the revenue it receives, which may be more or less than this estimate, up to the QEs-approved STIF Plan funding limit.

The table on page 2 summarizes the estimated Formula Fund revenues available to each QE based on the date of distribution by fiscal year. The estimate for Fiscal Year 2019 (July 1, 2018-June 30, 2019) includes two quarters of revenue. Updated estimates for the Formula, Discretionary and Intercommunity Discretionary funds for FY 2019 (two quarters) through FY2021 are summarized in the table below.

<table>
<thead>
<tr>
<th>Estimated Payroll Distribution</th>
<th>Q3, Q4 of FY 2019-FY 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Formula Fund</td>
<td>$201.9 M</td>
</tr>
<tr>
<td>Discretionary Fund</td>
<td>$11.2 M</td>
</tr>
<tr>
<td>Intercommunity Discretionary Fund</td>
<td>$9.0 M</td>
</tr>
</tbody>
</table>

Distributions will occur quarterly, contingent on Oregon Transportation Commission approval of the QE’s service improvement plan (STIF Plan).

Estimate Calculation Method

- Gross revenue is multiplied by projected tax payer compliance rate, assumed to begin at 75% and improve each quarter
- Department of Revenue collection and administration costs are deducted from the gross revenue
- The result is multiplied by 90% to determine the projected Formula Fund net total
- Note that the remaining 10% is dedicated to the Discretionary Fund (5%), Intercommunity Discretionary Fund (4%), and the Technical Resource Center (1%), which also funds ODOT administration of STIF Program
- The projected net total is multiplied by the QE payroll shares resulting in QE revenue estimates
- QE payroll shares are calculated using the most current annual payroll data from Oregon Employment Department, with adjustments to ensure each QE receives the minimum annual allocation of $100,000

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\(^1\) Qualified Entities are defined in statute as a county in which no part of a Mass Transit District or Transportation District exists, a Mass Transit District, a Transportation District or an Indian Tribe.

\(^2\) Public Transportation Service Provider means a QE or a city, county, Special District, Intergovernmental Entity or any other political subdivision or municipal or Public Corporation that provides public transportation services.
<table>
<thead>
<tr>
<th>Qualified Entity (QE)</th>
<th>April 2018 Forecast</th>
<th>Change</th>
<th>December 2018 Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baker County</td>
<td>$68,000</td>
<td>$154,000</td>
<td>$176,000</td>
</tr>
<tr>
<td>Benton County</td>
<td>$300,000</td>
<td>$590,000</td>
<td>$744,000</td>
</tr>
<tr>
<td>Burns Paiute Tribe</td>
<td>$211,000</td>
<td>$571,000</td>
<td>$945,000</td>
</tr>
<tr>
<td>Coos County</td>
<td>$149,000</td>
<td>$337,000</td>
<td>$581,000</td>
</tr>
<tr>
<td>Coquille Indian Tribe</td>
<td>$50,000</td>
<td>$100,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Curry County</td>
<td>$50,000</td>
<td>$100,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Douglas County</td>
<td>$530,000</td>
<td>$1,203,000</td>
<td>$1,311,000</td>
</tr>
<tr>
<td>Grant County</td>
<td>$50,000</td>
<td>$100,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Hood River County Transportation District</td>
<td></td>
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</tr>
<tr>
<td>Jackson County</td>
<td>$100,000</td>
<td>$225,000</td>
<td>$254,000</td>
</tr>
<tr>
<td>Josephine County</td>
<td>$50,000</td>
<td>$100,000</td>
<td>$100,000</td>
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<tr>
<td>Lane County</td>
<td>$50,000</td>
<td>$100,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Lane Transit District w/out of district</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lincoln County</td>
<td>$2,297,000</td>
<td>$5,216,000</td>
<td>$5,899,000</td>
</tr>
<tr>
<td>Lincoln County</td>
<td>$2,179,000</td>
<td>$4,547,000</td>
<td>$5,596,000</td>
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<tr>
<td>Malheur County</td>
<td>$158,000</td>
<td>$355,000</td>
<td>$405,000</td>
</tr>
<tr>
<td>Morrow County</td>
<td>$50,000</td>
<td>$100,000</td>
<td>$100,000</td>
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<tr>
<td>Multnomah County</td>
<td>$1,225,000</td>
<td>$2,865,000</td>
<td>$3,223,000</td>
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<tr>
<td>Out of district</td>
<td>$110,000</td>
<td>$251,000</td>
<td>$233,000</td>
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<tr>
<td>Salem Area Mass Transit District w/out of district</td>
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<tr>
<td>Teton County</td>
<td>$1,962,000</td>
<td>$4,455,000</td>
<td>$5,039,000</td>
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<tr>
<td>Tillamook County Transportation District</td>
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<td></td>
<td></td>
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<tr>
<td>Tri-County Metropolitan Transportation District w/out of district</td>
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<td></td>
<td></td>
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<tr>
<td>Umatilla County</td>
<td>$19,853,000</td>
<td>$44,292,000</td>
<td>$50,499,000</td>
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<tr>
<td>Out of district</td>
<td>$15,793,000</td>
<td>$42,870,000</td>
<td>$48,281,000</td>
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<tr>
<td>Union County</td>
<td>$649,000</td>
<td>$1,474,000</td>
<td>$1,888,000</td>
</tr>
<tr>
<td>Out of district</td>
<td>$189,000</td>
<td>$44,000</td>
<td>$51,000</td>
</tr>
<tr>
<td>Out of district</td>
<td>$412,000</td>
<td>$935,000</td>
<td>$1,059,000</td>
</tr>
<tr>
<td>Umatilla County</td>
<td>$132,000</td>
<td>$300,000</td>
<td>$339,000</td>
</tr>
<tr>
<td>Wasco County</td>
<td>$489,000</td>
<td>$1,092,000</td>
<td>$1,092,000</td>
</tr>
<tr>
<td>Wheeler County</td>
<td>$30,000</td>
<td>$100,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Yamhill County</td>
<td>$458,000</td>
<td>$1,127,000</td>
<td>$1,275,000</td>
</tr>
</tbody>
</table>

**Totals Statewide**

| $33,138,000 | $75,700,000 | $85,414,000 | $516,000 | $2,608,000 | $4,151,000 | $34,054,000 | $78,308,000 | $89,565,000 |

FY 2019 (July 1, 2018 – June 30, 2019) includes two quarters of revenue. District totals may not add up due to rounding.
Improving public transportation for Oregonians

With the passage of House Bill 2017, Keep Oregon Moving, the Oregon Legislature made a significant investment in transportation to help advance the things that Oregonians value—a vibrant economy, strong communities, high quality of life, a clean environment, and safe, healthy people. This historic investment in Oregon’s transportation system will produce benefits for decades to come.

Multiple benefits

A centerpiece of Keep Oregon Moving is the Statewide Transportation Improvement Fund (STIF). This fund provides a new dedicated source of funding to expand public transportation to access jobs, improve mobility, relieve congestion and reduce greenhouse gas emissions around Oregon.

Public transportation investments

A new state payroll tax of one-tenth of 1 percent funds STIF transportation improvements in Oregon. The average employee will contribute less than $1 per week to generate $115 million per year for better public transportation.

Section 122 of House Bill 2017 allocates the new revenue across four programs.

Formula program

90 percent of STIF funds will be distributed to qualified entities based on taxes paid within their geographic area, with a minimum amount of $100,000 per year to each qualified entity.

Discretionary program

5 percent of STIF funds will be awarded to eligible public transportation providers based on a competitive grant process.

Intercommunity Discretionary program

4 percent of STIF funds will be used to improve public transportation between two or more communities based on a competitive grant program.

Technical resource center

ODOT will use 1 percent of STIF funds to create a statewide resource center to assist public transportation providers in rural areas with training, planning and information technology and fund ODOT administration of STIF.

New rules for stable funds

A Rules Advisory Committee and public input informed the development of new rules to guide the use and distribution of STIF funds. The Oregon Transportation Commission (OTC) approved the rules, which became effective July 1, 2018.
Implementation

**Formula program**
Public Transportation Service Providers may apply for STIF Formula funds through their local Qualified Entity. A Qualified Entity is a county in which no part of a mass transit district or transportation district exists, a mass transit district, a transportation district or an Indian Tribe.

There are two application opportunities in the first STIF funding cycle with two corresponding submittal deadlines. After 2018, there will only be one application opportunity per cycle.

**Discretionary programs**
Public Transportation Service Providers may apply directly for STIF Discretionary funds. Providers also may apply directly for STIF Intercommunity Discretionary and Federal Transit Administration 5311(f) funds through the integrated Statewide Transit Network Program solicitation.

Learn more

**Visit the STIF website**
Sign up for email updates and find the most up-to-date information and planning guidance on the STIF website: [www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx](http://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx)

**Find funding opportunities**
ODOT will post STIF funding opportunities online as they become available: [www.oregon.gov/ODOT/RPTD/Pages/Funding-Opportunities.aspx](http://www.oregon.gov/ODOT/RPTD/Pages/Funding-Opportunities.aspx)

**Contact ODOT**
Send your questions to Karyn Criswell, ODOT STIF implementation project manager: [karyn.c.criswell@odot.state.or.us](mailto:karyn.c.criswell@odot.state.or.us)


Initial application schedules

<table>
<thead>
<tr>
<th></th>
<th>Formula Program – First opportunity</th>
<th>Formula Program – Second opportunity</th>
<th>Discretionary and Statewide Transit Network programs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Notice of solicitation</strong></td>
<td>Aug. 1, 2018</td>
<td>Aug. 1, 2018</td>
<td>Nov. 1, 2018</td>
</tr>
<tr>
<td><strong>Applications due</strong></td>
<td>Nov. 1, 2018</td>
<td>May 1, 2019</td>
<td>Feb. 1, 2019</td>
</tr>
<tr>
<td><strong>Oregon Transportation Commission Funding Decision</strong></td>
<td>April 2019</td>
<td>October 2019</td>
<td>August 2019</td>
</tr>
</tbody>
</table>
Confederated Tribes of Warm Springs Reservation of Oregon
Statewide Transportation Improvement Fund
Final Advisory Committee Bylaws

ADVISORY COMMITTEE NAME: STIF Confederated Tribes of Warm Springs (CTWS) Advisory Committee

This document has been prepared to guide the role and operation of the Qualified Entity (QE) Statewide Transportation Improvement Fund (STIF) Advisory Committee, known as the STIF Confederated Tribes of CTWS Advisory Committee and herein referred to as “STIF Advisory Committee.” The document has been reviewed and adopted by the QE Governing Body, which is the Confederated Tribes of Warm Springs Tribal Council.

PURPOSE OF THE ADVISORY COMMITTEE

CTWS has formed a STIF Advisory Committee to advise and assist CTWS in carrying out the purpose of the STIF and prioritizing projects to be funded by STIF moneys as set forth under OAR Chapter 732, Division 40, Sections 0030 and 0035, Division 42, Section 0020, and Division 44, Section 0025.

DEFINITIONS

The following definitions apply to terms used in these bylaws and the tasks of the Advisory Committee. The bylaws must define “High-Percentage of Low-Income Households.” See OAR 732-040-0030(4)(a). Some applicable definitions from the STIF administrative rules are included here. See OAR 732-040-0005 for additional defined terms that may be needed to clarify the bylaws.

Advisory Committee: Either a committee formed by a QE to assist the QE in carrying out the purposes of the STIF Formula Fund and the Advisory Committee requirements specified in ORS 184.761(1) or a joint committee formed by two or more Qualified Entities for the same purposes, pursuant to ORS 184.761(5).

High Percentage of Low-Income Households: STIF refers to "Low Income Household" as household total income of which does not exceed 200% of poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. (9902) (2) for the 48 contiguous states and the District of Columbia. CTWS defines a high percentage of Low-Income households as a geographic area with a higher percent of Low-Income Households than the statewide average.

Area of Responsibility: The Area of Responsibility is the geographic area within the QE’s jurisdictional boundaries.

Discretionary Fund: up to five percent of STIF funds to be disbursed to Public Transportation Service Providers, which includes Qualified Entities, through a competitive grant funding process, pursuant to ORS 184.758(1)(b).
**Governing Body:** The decision-making body or board of a QE. For CTWS, this is Tribal Council.

**Intercommunity Discretionary Fund:** Up to four percent of STIF funds to be disbursed to Public Transportation Providers through a competitive grant funding process, pursuant to ORS 184.758(1)(c).

**Project:** A public transportation improvement activity or group of activities eligible for STIF moneys and is included in a STIF Plan. Projects will go through the Regional Transit Master Plan process and must be prioritized in the STIF Plan

**Public Transportation Service Provider:** A QE or a city, county, Special District, Intergovernmental Entity or any other political subdivision or municipal or Public Corporation that provides Public Transportation Services.

**Public Transportation Services:** Any form of passenger transportation by car, bus, or other conveyance, either publicly or privately owned, which provides service to the general public (not including charter, sightseeing, or exclusive school bus service) on a regular and continuing basis. Such transportation may be for purposes such as health care, shopping, education, employment, public services, personal business, or recreation.

**Qualified Entity (QE):** A county in which no part of a Mass Transit District or Transportation District exists, a Mass Transit District, a Transportation District or an Indian Tribe, referred to herein as QE.

**STIF Administrative Services Provider:** The designated representative agency/organization that will carry out administrative duties and functions on behalf of the QE.

**STIF Coordinator:** The QE contact person designated by the QE to coordinate and carry out STIF-related activities and duties in cooperation with the STIF Administrative Services Provider.

**STIF Formula Fund:** Up to 90 percent of the Statewide Transportation Improvement funds to be disbursed to Qualified Entities conditioned upon the Commission’s approval of a STIF Plan, pursuant to ORS 184.758(1)(a).

**STIF or Statewide Transportation Improvement Fund:** The fund established under ORS 184.751.

**STIF Plan:** A public transportation improvement plan that is approved by a Governing Body and submitted to the Oregon Department of Transportation for review and approval by the Oregon Transportation Commission in order for the QE to receive a share of the STIF Formula Fund. The Central Oregon Regional Transit Master Plan will inform the STIF Plan.

**ADVISORY COMMITTEE TASKS**

The Advisory Committee will:

- Advise CTWS on the development process of the STIF Plan.
- May advise on the development of a definition for “high percentage of low-income households.”
- Advise on the appointment of STIF Advisory Committee members.
- Review and prioritize projects proposed for inclusion in the STIF Plan and recommend projects for funding according to decision-making criteria established herein.
- Review and recommend projects to receive STIF Discretionary Funds within CTWS’s area of responsibility.
- Review and recommend projects to receive STIF Intercommunity Discretionary Funds within CTWS’s area of responsibility.
• Advise CTWS regarding opportunities to coordinate STIF funded projects with other local or regional transportation programs and services to improve transportation service delivery and reduce gaps in service. Other local or regional public transportation programs and services may include Metropolitan Planning Organization (MPO) regional transportation plans and funds, County or tribal STF (Special Transportation Funds), city or county Transportation System Plans and funds, and other federal, state, regional or local plans and funds which involve public transportation.
• Nominate up to two members to serve on the Regional Public Transit Advisory Committee (RPTAC) to ensure regional coordination, consistency, and prioritization of STIF projects within the Central Oregon Regional Transit Master Plan. RPTAC members will be appointed by the COIC Board of Directors.
• Recommend approval or revision of the STIF Plan to the CTWS Tribal Council.

STIF Formula Fund and other recommendations from the STIF Advisory Committee will be considered by the CTWS Tribal Council in preparation and approval of a STIF Plan.

Discretionary Fund and Intercommunity Discretionary Fund recommendations from the STIF Advisory Committee will be considered by the CTWS Tribal Council for submission to ODOT when awarding STIF discretionary grants.

COMMITTEE MEMBERSHIP

Members and interests of the STIF Advisory Committee will be identified in Committee rosters, minutes, and recommendations, and identified in County, Tribal and STIF Service Provider publications and websites. A list of STIF Advisory Committee members and the interests they represent shall be attached to these bylaws. This list shall be automatically updated as changes in STIF Advisory Committee membership occur.

Number of members

The STIF Advisory Committee shall include at least three (3) members (and no more than 15 members) that represent the public transportation needs of individuals served by the Confederated Tribes of Warm Springs Reservation of Oregon.

Appointment process

Members shall be appointed by the CTWS Tribal Council.

Membership criteria

The STIF Advisory Committee must be composed of at least three members, each of whom must be able to represent the public transportation needs of individuals served by the Confederated Tribes of Warm Springs Reservation of Oregon.

Terms of office

STIF Advisory Committee member terms shall be two years. Terms begin on January 1 and end on December 31. Should a member need to resign from the STIF Advisory Committee, they may do so by informing the CTWS STIF Coordinator in writing. At this time, CTWS may fill the vacancy by way of appointing a new member with approval by the CTWS Tribal Council.

Members are eligible for re-appointment for up to two consecutive terms. Terms will be staggered so that no less than one-third and not more than one-half of the voting members have a term that expires
in the same year. At the time of the initial formation of the STIF Advisory Committee, CTWS will
determine by lot which of the members will be appointed to a one-year term and which members will
be appointed to two-year terms, so that the terms of office of the initial members of the will be
staggered.

The officers of the STIF Advisory Committee shall be a Chair and a Vice-Chair. The Chair and Vice-Chair
shall be appointed by the CTWS Tribal Council and shall serve for a term of 12 months, but for no more
than two consecutive terms. Committee members that serve as Chair or Vice Chair may be
recommended to the CTWS Tribal Council by the STIF Advisory Committee. Appointments are to be
made in January of each year. The duties of the Chair are to call and convene meetings, provide input on
agendas, preside over the meetings, act as the primary liaison between CTWS and the STIF Advisory
Committee, and perform other duties assigned by CTWS consistent with the purpose of the STIF
Advisory Committee. The Chair, on behalf of the STIF Advisory Committee, shall present reports to CTWS
that are necessary to execute any and all of the responsibilities of the STIF Advisory Committee. The
duties of the Vice-Chair are to perform the duties of the Chair, in his or her absence.

COMMITTEE OPERATIONS AND PROCEDURES

Meeting frequency and location

The STIF Advisory Committee will meet as often as necessary or at a minimum of two (2) times per year.
Meetings will be hosted by CTWS (or its delegated STIF Administrative Services Provider) and at a
location chosen by CTWS unless otherwise announced.

Meeting agenda

STIF Advisory Committee meeting agendas will be provided to group members approximately seven (7)
days prior to the meeting. Background materials may be included with the agenda for pre-reading and
meeting preparation.

Public notice of meetings

Meetings and records of the STIF Advisory Committee are subject to Oregon’s open meetings law and
public records law, respectively. Notice of meetings must be given as required by law and meetings must
be open to the public. Except for special meetings, the STIF Advisory Committee shall provide for and
give public notice to the news media and interested persons/parties at least seven (7) calendar days in
advance of the meeting. People needing accommodation will be given a contact to request assistance
such as assisted listening devices, a sign language interpreter, or materials in alternative formats.

Public notice of meetings must be posted in advance to allow reasonable time for the media and
interested parties to react to the information. A public comment period will be offered at the beginning
of each STIF Advisory Committee meeting and for specific agenda items, but limited to three (3) minutes
per individual. At a minimum, meeting materials need to be posted on a website. Public notice options
include, but are not limited to:

- Email lists
- Social media
- Website
- News media
- Fliers at transit facilities
- Mailings
• Document repositories

Public engagement

The STIF Advisory Committee will seek broad public engagement on projects proposed to receive STIF funds from community members, users, and stakeholders in CTWS’s area of responsibility, especially within areas or populations affected by a specific project. The STIF Advisory Committee will adopt public participation guidelines for regular meetings, public hearings, project and plan development, and for other venues. Public comments will be limited to three (3) minutes per person, or at the discretion of the Chair. The STIF Advisory Committee will advertise proposed projects in advance of regularly scheduled meetings, which will be open to the public and include time on the agenda for public comments. CTWS may keep project lists updated on their website and include instructions for how community members can comment on proposed projects. CTWS or other STIF Administrative Service Provider will provide content and materials to post. Potential public engagement methods include:

• Verbal or written comments at Advisory Committee meetings, hearings, open houses in affected areas, or other venues
• Region-wide STIF Projects and Plans listed on a website
• Comments collected via mail, email or through a website
• Online stakeholder surveys
• Stakeholder newsletters and listserves within CTWS or region-wide
• Information booths at community events and kiosks at community activity centers
• Transit vehicle marketing to the public and transit riders
• Public service announcements in local media
• Press Releases by CTWS or Public Transportation Service Provider

Meeting records

Meeting discussions and outcomes will be documented by CTWS or other STIF Administrative Service Provider and made publicly available via meeting minutes posted on a website. Minutes will note major points discussed and any conclusions reached or actions taken.

Written copies of meeting materials will be available to the public for no less than six years, pursuant to OAR 732-040-0030(4)(b).

ROLES AND RESPONSIBILITIES

The STIF Advisory Committee is advisory to the CTWS Tribal Council. To ensure the success of the group, the following roles have been identified:

Governance

The STIF Advisory Committee has no formal delegated powers of authority to represent CTWS or commit to the expenditure of any funds. The STIF Advisory Committee will submit recommendations to the CTWS STIF Coordinator who is responsible for providing relevant information to CTWS.

CTWS will include information in the STIF Plan about how the STIF Advisory Committee was consulted when developing the STIF Plan and, if applicable, an explanation of why the STIF Advisory Committee’s recommendation was not adopted by the CTWS Tribal Council.
Member responsibilities

Members of the STIF Advisory Committee are asked to:

- Come prepared to achieve meeting objectives described in the published agenda
- Listen and respect a diversity of views and opinions
- Actively participate in the group
- Focus on the agreed scope of the group operation
- Attend all meetings in a timely manner
- Notify STIF Coordinator if unable to attend a meeting
- Support and respect each other and the committee decision process

The Chair or Vice Chair normally represents the STIF Advisory Committee in communications with the CTWS Tribal Council and media. In coordination with CTWS or Public Transportation Service Provider, the Chair or Vice Chair will seek regular opportunities for STIF Advisory Committee members to communicate with the CTWS Tribal Council and media. Individual members should clarify whether they are speaking as individuals or if the STIF Advisory Committee has authorized them to represent the STIF Advisory Committee.

Meeting attendance

Meeting attendance is mandatory unless previously arranged with the CTWS STIF Coordinator. If a member does not attend at least one-half of meetings per year, CTWS may appoint another qualified member to serve the remainder of the term. CTWS may also select up to two (2) Alternate members, who must review meeting agendas, and as needed to maintain a quorum by participating and voting.

A quorum of the STIF Advisory Committee shall consist of a simple majority of all the voting members. A quorum must be present for any business to be conducted. Each member of the STIF Advisory Committee has one vote. All actions of the STIF Advisory Committee will be by a motion passed by a simple majority of the members present and voting at a meeting where a quorum is present. Actions taken at the STIF Advisory Committee shall be conducted under Roberts Rules of Order, Newly Revised. Alternates may be appointed to serve in the place of a STIF Advisory Committee member and will have full voting abilities.

Removal and vacancies

The STIF Advisory Committee may recommend removal of one of its members to the CTWS by a vote of the majority of all its voting members. Such recommendation to the CTWS Tribal Council shall include the reasons for the recommendation. When a vacancy occurs, CTWS may elect to fill the vacant position and the person appointed will hold their position for the balance of the unexpired term of his or her predecessor, which term of service shall not be considered in connection with limitations on term of service. CTWS may select an appointee from among people expressing an interest in such appointment, or from a call for applications for the position. If a member does not attend at least one meeting per year, CTWS may terminate their membership on the STIF Advisory Committee and appoint a replacement.

Conflict of interest

STIF Advisory Committee members are considered public officials. Any actual or potential conflict of interest in matters that may be considered by the STIF Advisory Committee should be declared to the CTWS STIF Coordinator in advance and announced at meetings when voting to ensure the group's future accountability, transparency, and success.
• Members of the STIF Advisory Committee must comply with the Oregon Ethics Laws, ORS Ch. 244, and must refrain from using his or her position to obtain financial gain or avoid financial detriment to the member, relative, or business in which the member or relative has an interest. In the case of any actual or potential conflict of interest, the member must publicly announce the actual or potential conflict of interest and refrain from participating in any discussion or debate on the matter.

COMMITTEE REVIEW PROCESS

The STIF Advisory Committee shall advise CTWS on the development of the STIF Plan process and prioritize projects proposed to receive Formula Funds.

Tasks included in the STIF Advisory Committee’s recommendation process may include the following:

• Conduct public engagement activities
• Request data
• Review all projects proposed for STIF Plan inclusion
• Recommend projects for STIF Plan inclusion
• Consider the criteria outlined in OAR 732-042-0020
• Consult with staff on how to coordinate STIF-funded projects
• Develop processes for ongoing monitoring
• Committee decision-making process (e.g. voting, consensus, ranking)

In a manner consistent with ORS 184.751-184.766 and implementing regulations, the STIF Advisory Committee shall review every Project and advise and assist CTWS in prioritizing Projects. After a Project proposal is transmitted by CTWS to the Chair, the Chair will distribute the Project proposal to members of the STIF Advisory Committee with the goal of at least 30 days in advance of the next regular scheduled meeting. At the next regular meeting of the STIF Advisory Committee following the distribution of the Project, the STIF Advisory Committee will set a schedule for its review, deliberation, and recommendation of the Project. The schedule may be modified by the STIF Advisory Committee upon a majority vote at any subsequent meeting. The STIF Advisory Committee may also advise CTWS regarding opportunities to coordinate Projects with other local or regional transportation programs and services to improve service delivery and reduce gaps in service. In addition, the STIF Advisory Committee may propose changes to the policies or practices of CTWS when the STIF Advisory Committee considers that such changes are necessary to ensure that: (a) a public transportation service provider that has received funding under ORS 184.758 has applied the moneys received in accordance with and for the purposes described in the provider’s plan or project proposal; and (b) a plan or project proposal submitted by a public transportation service provider does not fragment the provision of public transportation services.

STIF Formula Funds

STIF Advisory Committee members are required to consider the following criteria when reviewing STIF Formula Fund Projects, as described in OAR 732-042-0020:

• Whether the Project would:
  o Increase the frequency of bus service to communities with a high percentage of Low-Income Households.
  o Expand bus routes and bus services to serve communities with a high percentage of Low-Income Households.
• Reduce fares for public transportation in communities with a high percentage of Low-Income Households.
• Result in procurement of buses that are powered by natural gas or electricity for use in areas with a population of 200,000 or more.
• Improve the frequency and reliability of service connections between communities inside and outside of the QE’s service area.
• Increase Coordination between Public Transportation Service Providers to reduce fragmentation in the provision of public transportation service.
• Expand student transit services for students in grades 9 through 12
  • Whether the Project would enhance an existing, productive service.
  • The extent to which the Project goals meet public transportation needs and are a responsible use of public funds.
  • Other factors to be determined by CTWS or STIF Advisory Committee.

STIF Discretionary and Intercommunity Discretionary Funds

The STIF Advisory Committee shall advise CTWS on the review of grant applications for acceptance, rejection, or prioritization for funding from the Discretionary Fund and Intercommunity Discretionary Funds, consistent with OAR 732-044-0025. The STIF Advisory Committee review process for STIF Discretionary and Intercommunity funds will be commensurate to the Formula Fund process.

STIF Advisory Committee members are required to consider the following criteria when reviewing projects under the discretionary STIF Funds as described in OAR 732-044-0025:

  • Supports the purpose, as applicable, of the Discretionary Fund or the Intercommunity Discretionary Fund, as described in OAR 732-044-0000, which includes:
    o The Discretionary Fund is intended to provide a flexible funding source to improve public transportation in Oregon. It is not a source of ongoing operations funding.
    o The Intercommunity Discretionary Fund is for improving connections between communities and between communities and other key destinations important for a connected Statewide Transit Network.
  • Improves public transportation service to Low-Income Households.
  • Improves coordination between Public Transportation Service Providers and reduces fragmentation of Public Transportation Services.
  • Consistent with Oregon Public Transportation Plan goals, policies, and implementation plans, including:
    o Integrated public transportation planning where affected communities planned or partnered to develop proposed Projects.
    o Technological innovations that improve efficiencies and promote a seamless and easy to use Statewide Transit Network.
    o Advancement of State greenhouse gas emission reduction goals.
    o Support or improvement of a useful and well-connected Statewide Transit Network.
  • Does not substantially rely on discretionary state funding beyond a pilot phase for operations projects.
  • Supports geographic equity or an ability to leverage other funds (these factors apply when all other priorities are held equal).
  • Meets any additional criteria established by the Oregon Transportation Commission.
**Bylaws**

The STIF Advisory Committee will maintain written bylaws that include, but are not limited to, name and purpose, committee membership criteria, appointment process, terms of office for the committee members, general procedures of the committee, member duties, meeting schedule, public noticing requirements and engagement processes, and the STIF Plan development process and general decision-making criteria. These bylaws should be made available to the public on the CTWS website.

These bylaws are a required element of CTWS’s STIF program and will become effective upon their adoption by the CTWS Tribal Council. CTWS shall have the authority to amend these bylaws at any meeting of the CTWS Tribal Council. The STIF Advisory Committee may also propose amendments of these bylaws to CTWS.
Central Oregon Intergovernmental Council
CET Community Connector Service

Submitted: 2/1/2019 4:40:20 PM (Pacific)

Project Contact
Drew Orr
dorr@coic.org
Tel: 541-548-9525

Additional Contacts
none entered

Application ID: 131662

Application Questions

Provider Information

1. Transit Agency Type
   - City
   - County
   - Mass Transit District
   - Transportation District
   - Special District
   ✔ Intergovernmental Entity
   - Municipal/Public Corporation or other political subdivision
   - Indian Tribe
   - Non-Profit
   - Private For Profit

2. What is the main type of service that will be supported by this grant?
   ✔ Fixed Route
   - Demand Response
   - Deviated Fixed Route

Risk Assessment Information

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

3. Did your agency have any turnover of management or financial staff in the last 2 years?
   ✔ Yes
   - No

4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?
   ✔ Yes
   - No

5. What type of accounting system does your agency use?
   - Manual
   ✔ Automated
   - Combined

6. Does your agency have a system in place that will account for 100% of each employee’s time?
   ✔ Yes
   - No

7. Did your staff members attend required training and meetings during prior grant awards?
   ✔ Yes
   - No

8. Was your agency audited by the Federal government in the past 2 years?
   ✔ Yes
   - No

9. If yes, did the audit result in one or more audit findings?
   ✔ Yes
   - No
   - N/A

10. Did your agency stay on budget in the past two years?
    ✔ Yes
    - No
### Applicant Qualifications

11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

The Central Oregon Intergovernmental Council is a council of governments formed in 1972 under ORS 190. As an Intergovernmental Entity, COIC is a public transportation service provider as defined in OAR 732-040-0005(24). COIC has existing grant awards with both the Federal Transit Administration (FTA) and the Oregon Department of Transportation, Rail and Public Transit Department (ODOT RPTD).

This application is to continue an existing service COIC has provided within Central Oregon with the aid of 5311(f) grant funds since July 2009. The current COIC Staff is experienced in successfully completing projects of this type.

COIC has a Field Supervisor, Dispatch Supervisor, Maintenance Supervisor, Fiscal Administrator, Operations Manager and Transportation Manager currently assigned to this ongoing project. This veteran team has demonstrated that it has both the managerial and operational capacity to both perform and report on project progress within the scope, schedule and budget. ODOT RPTD has confirmed this capacity with periodic State Management Reviews of Cascades East Transit and COIC.

Additionally, the FTA most recently confirmed COIC’s legal, financial, technical, managerial and operational capacity relative to direct federal awards and projects in its May 2018 triennial review of Cascades East Transit. The final report found no findings for COIC’s administration and management of federally funded public transportation projects over the preceding three years.

COIC has many years of successful experience matching and managing grant fund such as these, covering unforeseen cost increases and operating deficits, covering necessary maintenance and operational costs for grant funded facilities and equipment, and responding to applicable audits.

COIC’s financial management systems meet standards for financial reporting, accounting records, internal control, budget control, allowable cost, source documentation, and cash management. The systems enable COIC to track grant balances, request drawdowns of grant funds, report financial and service data as required, and close out grants.

In summary, COIC has proven its ability to implement ODOT and FTA funded projects such as this in accordance with the grant application, FTA Master Agreement, and all applicable laws and regulations, using sound management practices.

| ✔ ✔ ✔ ✔ | ✔ ✔ ✔ ✔ | ✔ ✔ ✔ ✔ |

12. Capacity to Maintain Compliance

✔ By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes
- No

14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

N/A

### Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

This grant application is a continuation of existing service supported by RPTD 5311(f) agreement number 31974.

The grant funds requested will support the 3 busiest round trips a day, 5 days a week service of the La Pine - Bend, Madras - Redmond, and Redmond - Bend CET Community Connector service. An analysis of the intercity connections in Central Oregon among the other intercity providers (attached with this grant application) shows that without the CET Community Connector service, travelers from La Pine and Madras would be forced into very long layovers when traveling to cities/destinations outside Central Oregon such as Portland, Salem, Eugene and/or Chemult (Amtrak service). In many cases, it would be necessary to spend the night in Redmond or Bend to wait for the next leg. These three CET community connector shuttles are vital to the overall success of the intercity program in the region because they feed customers to their desired starting point of the journey with a reasonable lay-over.

These services were designed based on the needs and priorities identified in the many local plans identified herein. The services have been monitored and adjusted through the years from analysis of ridership and customer comments on existing Community Connector runs, feedback from ongoing marketing and outreach efforts in the communities served, recommendations from the Central Oregon Public Transportation Advisor Committee, on-going feedback from the Deschutes/Jefferson/Crook County STF Advisory Committees, and feedback from the municipalities with which GET has purchased service contracts with.

In summary, the CET La Pine - Bend, Madras - Redmond and Bend - Redmond Community Connector service provides travelers from La Pine, Madras and Pineville vital access to intercity travel outside of Central Oregon. These three CET community connector shuttle routes proposed are intercity service because 1) La Pine and Madras are all more than 20 miles from the key urban centers that the other intercity providers are naturally catering to, 2) it makes infrequent stops along its path and 3) without this service, the layovers and logistics for customers trying to make intercity travel connections are unreasonable.

The Hawthorne Station inter-modal center in Bend (rank 5), and the new Transit Hub in Redmond (rank 5) have both been designated as Key Transit Hubs of the Statewide Transit Network. The agreements that provided the funds for the construction of these two key facilities require COIC to both operate and maintain the sites through the useful lives using separate funding. This includes, but is not limited to a) maintenance of the equipment, grounds and facilities in good repair and operating condition so as to preserve the long term public benefits of the Project, including making all necessary and proper repairs, replacements, additions, and improvements, b) maintaining adequate insurance of the assets purchased and COIC’s operations on the properties throughout their period of use, and c) maintenance of compliance with current ADA standards. A portion of the requested funds are to cover the costs of maintaining and operating these two Key Transit Hubs for their intended purpose.

16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

- Central Oregon Coordinated Human Services Transportation Plan - 2018
- Central Oregon Regional Transit Master Transit Plan – 2013
- Bend MPO Public Transit Plan - 2013
- Deschutes County Transportation System Plan – 2012
- Crook County Transportation System Plan - 2017
- City of Bend Transportation System Plan - 2018
- City of Redmond Transportation System Plan – 2008
- City of Bend Existing Conditions and Needs – July 2018 (TSP is currently being updated)

17. What is the minimum award amount that will still allow your project to proceed?

Enter amount in dollars.

$125,000

18. Select the fund source(s) that you think best aligns with your application. Check all that apply

✔ STIF Discretionary
✔ STIF Intercommunity Discretionary
✔ FTA Section 5311 (f) Intercity Discretionary

### Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

19. Describe how the project supports and improves access for vulnerable populations.

Seniors, individuals with disabilities and economically disadvantaged people are more reliant on public transportation to meet their intercity travel needs.

According to a April 2011 article written by the AARP Public Policy Institute, 21 percent of Americans over the age of 65 do not drive. Current demographic trends (aging population) are increasing the number of individuals that fit within this category.
CET Community Connector service provides low cost intercity mobility in Central Oregon for people who do not, or cannot, operate a motor vehicle because of personal preference, low income, disability, youth or old age.

CET Community Connector service fills gaps in the State Transportation Network that would otherwise lead to inconvenient and time consuming intercity travel with Central Oregon. As shown by the attached connectivity analysis, Cascades East Transit Community Connector service provides more regular access to many key destinations in Central Oregon. These key connections reduce the need for many overnight stays, thereby reducing the overall cost of intercity travel through Central Oregon.

All CET Community Connector buses are equipped to accommodate up to two (2) passengers requiring on-board wheelchair securement, without reservations or restrictions. Additionally, all CET drivers receive certified passenger assistance training every two years to ensure proper accommodation of individuals with various disabilities.

Traveling on the Cascades East Transit Community Connector system is very economical. Single ride fares are $3.75 for adult/youth and $3.00 for seniors and those individuals with disabilities. A Day Pass, which allows an unlimited number of rides for the day, costs only $6.25 for adult/youth and $3.00 for seniors and those individuals with disabilities. These inexpensive fares make intercity travel to/from Central Oregon economically viable for lower income households.

In summary, this project enhances the transportation options, access and independence of seniors, individuals with disabilities, economically disadvantaged people traveling throughout Oregon by augmenting the State’s statewide transit network in Central Oregon.

Coordination of Public Transportation Services
(Score weights: Discretionary = 10%, STN = 30%)

20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

The cities of Sisters, Redmond, Prineville and Madras all contribute funds towards the Community Connector service within Central Oregon. Crook, Deschutes and Jefferson County also contribute funds as well.

These municipalities see the Community Connector service as a vital service connecting their communities to other destinations within, and outside the region.

The Community Connector service links with other intercity providers at two Central Oregon intermodal hubs operated by Cascades East Transit: Hawthorne Station in Bend and the new Redmond Transit Hub built with both ConnectOregon and Regional Solutions funds. These two transportation hubs support regional and intercity transit service by providing easy transfers between routes and encouraging better connections and coordination with other intercity providers.

COIC has recently added agreements with PeopleMover (Redmond Hub), Central Oregon Breeze (Redmond Hub) and Mt. Hood Teleporter (Hawthorne Station) to make vital connections to the Key Transit Hubs of the Statewide Transit Network. COIC continues to pursue creative partnerships with private sector providers that complement each other’s services and provide efficiencies.

Partnerships like these present an opportunity to consider how the various parties may be able to better serve specific needs, and how they can function together to expand Oregonians’ travel choices. This collaborative effort with agencies, jurisdictions, and providers furthers the goal of the public transportation system being integrated as a component of the broader multimodal transportation system in Oregon. COIC provides leadership for public transportation activities in Central Oregon and works to build upon its efforts to coordinate intercity and public transportation services.

Statewide Transit Network
(Score weights: Discretionary = 10%, STN = 30%)

21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

The proposed CET community connector service fills gaps that would otherwise make intercity travel into, or out of Central Oregon inconvenient and time consuming. An analysis of the intercity connections in Central Oregon provided by the other intercity provider reached with this grant application) shows that without the CET Community Connector service, travelers from La Pine, Madras, Redmond and Prineville would be forced into very long layovers when traveling to cities/destinations outside Central Oregon such as Portland, Ontario, Eugene and/or Chemult (Amtrak service). In many cases, it would be necessary to spend the night in Redmond or Bend to wait for the next bus. By enabling enabling individuals to travel to/from Central Oregon with reasonable connections, the three CET community connector shuttle route(s) proposed in this application continue to build to the overall utility of the statewide transit network.

By improving the overall passenger experience on a number of different combination of trips, these three CET community connector shuttle routes enhance the attractiveness of intercity travel overall for both the Central Oregon region and entire State. In the same manner, the proposed CET community connector service provides individuals better intercity connectivity to other states as well as national and international transportation services.

Providing convenient intercity travel options along the corridor between the largest City in Central Oregon (Bend), and the regions only large airport (in Redmond) is the highest priority of this project. Central Oregon has a flourishing tourist industry that caters to active vacationers (bicyclists, skiers, horseback riding, kayakers, boaters, mountain-climbers, etc.), people coming for special events and individuals traveling to the area to enjoy the natural beauty of the area. As stated elsewhere, 21 percent of Americans over the age of 65 do not drive and approximately 6 percent households don’t have access to private vehicles. The proposed CET community connector service ensures that all individuals interested in traveling to Central Oregon via intercity transportation have convenient and accessible options. Making these intercity travel connections stronger makes the region more attractive to tourists considering coming to visit.

Because of the strong connectivity with CET public transit, this project also support tourists’ use of public transportation by making it easy to use.

Funding and Strategic Investment
(Score weights: Discretionary = 20%, STN = 10%)

22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.

Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.

COIC has used a mixture of Special Transportation Funds and purchased service contracts with local municipalities to provide the local match required for this project for many years. COIC intends to continue to use these same funding sources for this application.

23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.

COIC uses a combination of ODOT RTPT 5311, 5310, STF and 5311(f) funding, and purchased service contracts with local municipalities to support the existing CET community connector service in Central Oregon. A reduction in any of these funds would likely lead to a reduction in CET community connector service in the next biennium.

Environmental and Public Health
(Score weights: Discretionary = 15%, STN = 30%)

24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

Transportation accounts for 29 percent of greenhouse gas emissions in the United States. By moving more people with fewer vehicles, intercity transportation like CET Community Connector can significantly reduce overall vehicle emissions and the pollutants that create smog. National averages demonstrate that public transportation produces substantially lower greenhouse gas emissions per passenger mile than private vehicles. Moreover, by reducing congestion, the Community Connector service reduces emissions from cars stuck in traffic.

Air quality is often the poorest in urban and suburban areas where traffic congestion is the worst. This has meant that residents of these areas, especially those living in close proximity to major thoroughfares or highways, confront much higher health risks due to poor air quality.

When intercity transportation like CET Community Connector is convenient and affordable, many individuals will choose it over traveling by automobile to avoid the unreliability, stress, and delays of roadway congestion. Reduced congestion provides the additional benefits of improving air quality and conserving energy.

By carrying many more riders per trip than a single-occupancy vehicle, CET Community Connector can reduce the total vehicle miles traveled within the community. The transit calculation portion of the application shows that the vehicle miles that the entire CET Community Connector shuttle service travels in a standard year is approx. 390,000. If these public transit riders drove single-occupancy vehicles instead, they would drive approx. 2,117,700 miles. The CET public transit service to these individuals thereby reduces the number of miles driven throughout Central Oregon by approx. 4,235,400 miles over the twenty four (24) month time period of this project.

Individuals travel Central Oregon from around the world to enjoy the natural beauty and recreational opportunities. Multiple studies have shown that active recreation supports positive health outcomes by encouraging social interaction, increasing personal confidents and self-awareness, reducing feelings of depression and anxiety and enhancing self-esteem. By enabling individuals of all capabilities and household income to participate in the many recreational opportunities in Central Oregon, CET Community Connector service supports positive health outcomes.

Safety, Security, and Community Livability
(Score weights: Discretionary = 25%, STN = 10%)
25. Describe how the project increases use and participation in active transportation, including public transportation. The U.S. Center for Disease Control recommends at least 150 weekly minutes (about 22 daily minutes) of moderate aerobic activity (e.g. brisk walking) for adults. Currently, less than half of American adults achieve recommended physical activity targets, and participation rates decline with age. Many experts believe that increasing walking and cycling (together called active transportation) is the most practical way to improve public fitness, particularly for vulnerable populations such as children, seniors and people with low incomes who often have difficulty participating in structured exercise programs due to financial and time constraints (WHO 2003; Gilbert and O'Brien 2005).

Public transportation and transit-oriented development tend to increase physical activity, since most public transit trips involve walking links. Transit-oriented development includes walking and cycling improvements, and transit systems often provide amenities such as bike racks on buses and at stations. Several targeted studies indicate that public transit travel significantly increases physical activity.

26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.

Intercity travel by public transportation is far safer than automobile travel. Intercity and commuter passengers have about one-twentieth the per-mile traffic casualty (injury or death) rate as those traveling the same types of miles by personal automobile. Taking a bus allows commuters to multitask, sleep or avoid driving while intoxicated.

To avoid potential accidents and fatalities, public intercity transportation is a valuable tool for high-risk groups and more vulnerable populations, such as teens, seniors and impaired or distracted drivers. Taking a bus allows commuters to multitask, sleep or avoid driving while intoxicated.

27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A.

Capital Assets
Capital assets are items that cost at least $5,000 and have a useful life of at least 3 years.
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Equipment, Bus Stop Amenities, and Other Assets

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</table>

Attached Documents

- Lane-line Bend, Bend-Redmond & Madras-Redmond Routes
- CET Fare Schedule
- Cost Oregon Intercity Analysis
- 2018 Human Services Coordinated Plan
- Project Budget Breakdown
- Regional Master Transit Plan Service Plan
- City of Madras TSP
# Projects - Near-Term (FY 2019-2021)

## Jefferson County

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
<th>Project Description</th>
<th>Project Elements</th>
<th>Ongoing Cost</th>
<th>Capital or One-Time Cost</th>
<th>Master Plan Public Input Priority (1/2019)</th>
<th>How important is each potential enhancement?</th>
</tr>
</thead>
<tbody>
<tr>
<td>21.2</td>
<td>Small City Local Service Enhancements - Madras</td>
<td>Add additional local circulating service in Madras (may use Community Connector or Dial-A-Ride vehicle).</td>
<td>Service, Bus Stops/Stations</td>
<td>$$$$$</td>
<td>$$</td>
<td>Medium</td>
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</table>

## Confederated Tribe of Warm Springs

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
<th>Project Description</th>
<th>Project Elements</th>
<th>Ongoing Cost</th>
<th>Capital or One-Time Cost</th>
<th>Master Plan Public Input Priority (1/2019)</th>
<th>How important is each potential enhancement?</th>
</tr>
</thead>
<tbody>
<tr>
<td>22</td>
<td>Warm Springs Transit Center</td>
<td>Plan for transit center in downtown Warm Springs.</td>
<td>Bus Stops/Stations</td>
<td>-</td>
<td>$</td>
<td>Unknown</td>
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<tr>
<td>23</td>
<td>Develop Warm Springs stop for Central Oregon Breeze</td>
<td>Develop formal scheduled stop for Central Oregon Breeze service.</td>
<td>Bus Stops/Stations, Planning</td>
<td>-</td>
<td>$</td>
<td>Unknown</td>
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<tr>
<td>24</td>
<td>Marketing/Mobility Management</td>
<td>Designate a marketing and onsite mobility management coordinator position.</td>
<td>Programs</td>
<td>-</td>
<td>$</td>
<td>Unknown</td>
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Cost Legend: $: under $50,000, $$: $50,000 - $100,000, $$$: $100,000 - $250,000, $$$$: $250,000 - $500,000, $$$$$: more than $500,000
### Regional or Cross-County/Qualified Entity Projects

<table>
<thead>
<tr>
<th>#</th>
<th>Potential Qualified Entities</th>
<th>Project Name</th>
<th>Project Description</th>
<th>Project Elements</th>
<th>Ongoing Cost</th>
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<th>How Important is Each Potential Enhancement?</th>
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<tr>
<td>1</td>
<td>Crook, Deschutes, and Jefferson Counties</td>
<td>Maintain service - STF contingency</td>
<td>Contingency funds to replace a potential reduction of 40% of STF funds due to statewide budget cuts (Note: Not eligible for STIF funds under current rules/guidance.)</td>
<td>Service</td>
<td>$$$$</td>
<td>-</td>
<td>Unknown</td>
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<tr>
<td>2</td>
<td>Crook, Deschutes, and Jefferson Counties and Warm Springs</td>
<td>Vehicle Replacement</td>
<td>Replace aging vehicles. Includes acquiring low-floor vehicles prioritized for routes with high levels of wheelchair boardings. Assumes 20% matching funds for anticipated grants.</td>
<td>Buses</td>
<td>-</td>
<td>$$$$</td>
<td>Unknown</td>
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<tr>
<td>3</td>
<td>Crook, Deschutes, and Jefferson Counties and Warm Springs</td>
<td>On-Demand Dispatch Technology</td>
<td>Procure dispatch system, including capabilities to support on-demand scheduling and mobile device capabilities; currently demand-response scheduling is done manually.</td>
<td>Technology</td>
<td>-</td>
<td>$$</td>
<td>Medium</td>
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<tr>
<td>4</td>
<td>Deschutes and Jefferson Counties</td>
<td>Real-Time Information Technology</td>
<td>Provide real-time signage at secondary hubs (e.g., north Bend, La Pine, Madras).</td>
<td>Technology, Bus Stops/Stations</td>
<td>-</td>
<td>$</td>
<td>High</td>
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<tr>
<td>28</td>
<td>Crook, Deschutes, and Jefferson Counties and Warm Springs</td>
<td>Marketing and Promotion</td>
<td>Provides funds to conduct outreach and promotion related to new services or major service changes.</td>
<td>Programs, Information</td>
<td>-</td>
<td>$$</td>
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**Systemwide**

**Community Connector System**

| 15.1 | Warm Springs / TBD | Government Camp Intercity Service - Weekday | Introduce Government Camp service on weekdays (assumes 2 daily round trips and matching funds for 1 new bus). | Service, Buses | $$$$ | $ | Unknown |
| 15.2 | Warm Springs / TBD | Government Camp Intercity Service - Saturday | Provide Government Camp service on Saturdays (assumes 2 daily round trips). | Service | $ | - | Unknown |

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<th>Master Plan Public Input Priority (1/2019)</th>
<th>How important is each potential enhancement?</th>
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<td>16.2</td>
<td>Crook/Deschutes Counties</td>
<td>Community Connector Weekday Frequency / Additional Trips - Route 26</td>
<td>Add 1 midday trip on Route 26 (Prineville-Redmond). Note: A midday trip was previously added, and retracted in 2018 due to low ridership.</td>
<td>Service</td>
<td>$</td>
<td>-</td>
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<tr>
<td>16.3</td>
<td>Jefferson/Deschutes Counties</td>
<td>Community Connector Weekday Frequency / Additional Trips - Route 22</td>
<td>Add 1 morning and 2 midday or other additional trips (3 total) on Route 22 (Madras-Redmond).</td>
<td>Service</td>
<td>$$$</td>
<td>-</td>
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<tr>
<td>16.6</td>
<td>Crook/Deschutes Counties</td>
<td>Community Connector Weekday Frequency / Additional Trips - Routes 24 &amp; 26</td>
<td>Through-route Route 26 to Bend during peak periods (as interline with Route 24 which provides a one-seat ride and also increases Route 24 peak frequency). Includes service to Redmond COCC and Airport. An additional bus is required (cost assumed in Project 16.1).</td>
<td>Service</td>
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<td>17.2</td>
<td>Crook/Deschutes Counties</td>
<td>Community Connector Evening Trips - Route 26</td>
<td>Add one additional later evening weekday trip on Route 26 (Prineville-Bend).</td>
<td>Service</td>
<td>$</td>
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<td>Medium-High</td>
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<tr>
<td>17.3</td>
<td>Jefferson/Deschutes Counties</td>
<td>Community Connector Evening Trips - Route 22</td>
<td>Add one additional later evening weekday trip on Route 22 (Madras-Redmond).</td>
<td>Service</td>
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<td>18.2</td>
<td>Crook/Deschutes Counties</td>
<td>Community Connector Saturday Service - Route 26</td>
<td>Introduce three Saturday round trips on Route 26 (Prineville-Bend).</td>
<td>Service</td>
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<td>18.3</td>
<td>Jefferson/Deschutes Counties</td>
<td>Community Connector Saturday Service - Route 22</td>
<td>Introduce three Saturday round trips on Route 22 (Madras-Redmond).</td>
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## PROJETS – SHORT TERM (FY 2022-2023)

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<tr>
<td>25</td>
<td>TBD</td>
<td>Fare Programs</td>
<td>Create low-income fare subsidy and/or student fare pass programs.</td>
<td>Programs</td>
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<td>Not Determined</td>
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<tr>
<td>26</td>
<td>TBD</td>
<td>Ride-Hailing Services (e.g., Uber, Lyft, Taxis) Subsidy Pilot Program</td>
<td>Develop pilot program to subsidize evening TNC trips; could be limited (e.g., transit riders with passes).</td>
<td>Programs</td>
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<td>27</td>
<td>TBD</td>
<td>Vanpool Program</td>
<td>Promote vanpools to dispersed employment sites.</td>
<td>Programs</td>
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<tr>
<td>18.6</td>
<td>Jefferson County / Warm Springs</td>
<td>Community Connector Saturday Service - Route 20</td>
<td>Introduce three Saturday round trips on Route 20 (Warm Springs-Madras).</td>
<td>Service</td>
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