

DRAFT Meeting Minutes

**Central Oregon Area Commission on Transportation
COACT
May 10, 2018**

**Redmond Public Works Training Room
243 E. Antler Ave., Redmond, OR**

Members:

Jerry Brummer (Crook County), Gary Farnsworth (ODOT) , Jeff Monson (Commute Options), Ron Cholin (Crook County), Charlie Every (Trucking Rep), Wayne Fording (Jefferson County), Karen Friend (COIC), Steve Uffelman (City of Prineville), Matt Wiederholt (Rail Rep), Wendy Holzman (Bike-Ped Rep), Jeff Hurd (City of Madras), George Endicott (City of Redmond), Bob Bryant (ODOT), Melvin Ewing (BLM), Andrea Blum (City of Sisters).

Guests:

Chris Doty (Deschutes County), Scott Smith (City of Prineville), Teresa Rodriguez (City of Prineville), Joel McCarroll (ODOT), Robert Townsend (ODOT), Bob O'Neal (Crook County), Derek Hofbauer (COIC), Mike McHaney (Jefferson County), Vincent D Ortiz (Jefferson County), Tyler Deke (Bend MPO), Mike Caccavano (City of Redmond), Hal Gard (ODOT).

Staff: Scott Aycock and Hailey Barth (COIC)

1. Call to Order and Introductions

Meeting called to order by COACT Chair Jerry Brummer at 3:04pm. Introductions were made.

2. Public Comments

Gary Farnsworth thanked the group for coming early to the day's meeting to show their appreciation for retiring ODOT Region 4 manager, Bob Bryant. Gary highlighted the following accomplishments from Bob's career:

- Bend Parkway
- Highway 97 Reroute in Redmond
- Federal Lands Access Program representation
- US97: Lava Butte to S. Century Drive
- Key initiatives and advocacy for active transportation.
- Work in Salem on Access Management.

Gary added Bob Bryant has implemented hundreds of successful projects throughout Region 4 and he has forged many valuable partnerships throughout his career. Gary said Bob's leadership focused on keeping the Oregon State highway system open and safe.

Other group members shared their thoughts of Bob Bryant, including:

- Wendy Holzman thanked him for his work on the roundabout in Sisters.

- George Endicott said there were great cooperative efforts when the reroute was being constructed in Redmond.
- Bob O’Neal said Bob was the person who got him working in Central Oregon in the first place.
- Wayne Fording thanked Bob for his prompt response to a bad highway fatality a few years back.
- Chris Doty said it has been great working with Bob over the years.
- Scott Aycock thanked Bob for his service to Region 4 and said he has seen countless successful examples of ODOT partnerships with local communities.
- Jerry said Crook County has a lot of good ODOT projects currently being implemented, and added every city and county in the area has benefited from Bob being Region 4 manager.

Bob Bryant said it has been an honor to spend his entire career in Region 4. He said the formation of the Area Commissions on Transportation (ACT) was one of the best decisions the Oregon Transportation Commission (OTC) has made. Bob said the partnerships formed through the ACTs led to more accomplishments and conversations that resulted in a collaborative partnership. Bob thanked the group for allowing him at the table for so many years and noted Gary Farnsworth will allow for a smooth transition into Region 4 Manager.

3. COACT Business

A) March 8, 2018 Meeting Minutes (ACTION)

Wayne Fording motioned to approve the March 8, 2018 meeting minutes. Andrea Blum seconded. Minutes were approved by consensus.

4. 2021-2024 STIP Update

A) Fix-It Program Update

B) OTC “Enhance” leveraging opportunities update

Gary Farnsworth, ODOT

Gary explained that the OTC is ramping up on the STIP process, and gave a snapshot of the formulation of priorities – ODOT’s 150% list.

Gary provided a packet to the group that provided an overview of 2021-2024 ODOT Region 4 scoping list and other STIP funding information, noting it is very preliminary and incomplete, as it relates to the Fix It ‘150% list’. He reminded the group that at the last COACT meeting he showed a video explaining Fix-It funding, and explained that packet is a snapshot of what is formulating project wise for Region 4.

He explained that:

- The Enhance and leveraging piece will come later.
- ODOT is trying to be transparent and the information provided is preliminary.
- The 2021 – 2024 STIP Update will drive decisions.

Gary handed over the discussion to Bob Townsend, who said that the purpose of the day’s meeting and the initial project table in the packet is to be as transparent as possible. He explained:

- ODOT has started scoping the 2021-2024 STIP and it will not be adopted until July 2020.
- A complete project list will not be available until June 2019.
- ODOT has one year to get from 150% to 100%.
- Preservation and bridge programs will be the two biggest focus areas.
- The development of the project list comes from primarily from the asset management strategy.

Bob Townsend provided an overview of the preliminary/in progress project names, the work type, the project description, and the county they are located in.

Gary also noted that the packet includes multiple pages that discuss leveraging opportunities through the region with specific funding. He pointed out that Region 4 has the following:

- Active Transportation Leverage - \$2,175,600.00
- Safety Leverage HB 2017 - \$3,108,000.00
- State Highway Leverage - \$2,468,815.00

Bob Townsend explained that the money for the federal BUILD (formerly TIGER) program has tripled, and that under the Trump administration there is heavy emphasis on rural areas, and there is opportunity to put resources toward applications. The state is limited to 3 applications, but it is unlimited on how many applications can be co- applied for.

5. Federal Lands Access Program (FLAP) Project Presentations and COACT Letters of Support (Action)

- A) Brief Project Presentations – Project Proponents
- B) COACT Determination re: Letters of Support

Scott Aycock explained that each presenter will have 2 minutes per FLAP project to provide a general overview. He added the group will make comments on each project, and the feedback will be captured and included in the decided letters of support. Gary noted that COACT can do one letter of support that will include all projects.

Chris Doty presented the following FLAP projects on behalf of Deschutes County:

- Cascade Lakes Highway Chip Seal Project – Highway 372 to Elk Lake
 - This is a segment that has already been chip sealed.
 - A 25% match is proposed.
- Buckhorn Road Paving Project – NW Lower Bridge Way to OR 126
 - This connects Highway 20 and 126.
 - The road has seen significant increases in traffic.
 - New facilities have been built off of the Buckhorn existing gravel road, and funding is being sought to pave this.
 - Proposing a 30% match.

Derek Hofbauer, with Cascades East Transit/COIC, shared the following project:

- Bend to Mt. Bachelor & Devils Lake Summer Bus Service
 - COIC received funding to do a feasibility study to ID areas with a high potential for transit to serve public land access.
 - The stakeholder focus group recommended a seasonal summer service.
 - Because Mt. Bachelor already provides some service in the summer, CET would charge for the first leg of the ride, and then be free from Mt. Bachelor to Elk Lake.
 - Mt. Bachelor committed to a \$25k match.
 - CET has received letters of support from Commute Options, ODOT, Mt. Bachelor, OSU Cascades, and Bend Bikes.

Chris commented that Derek provided a great application and noted that parking at the lakes is strained as there is insufficient parking in Forest Service lots. Chris added that Deschutes County has another FLAP study kicking off regarding safety improvements on Cascade Lakes Highway.

Wendy commented this project sounds excellent from BPAC's perspective.

Bob O'Neal presented two projects on behalf of Crook County:

- Willard Road – Reservoir Road Overlay Project
 - Willard Road turns into Reservoir Road and the total distance is 11.8 miles.
 - It was originally a dirt road that has been chip sealed every 7 years.
 - The road serves 225 miles of OHV trails and 96k acres of BLM property.
 - Traffic on the road has increased since the construction of a new boat ramp at the west end of the Prineville Reservoir.
 - The project would widen the road by 2 feet on each side and the whole road would be overlaid with 2 inches of new asphalt.
- Ochoco Ranger Station Road Overlay Project
 - This is a Crook County maintained road that runs from Highway 26 to the Ochoco Ranger Station.
 - 8.2 miles long and accesses 512,000 acres of US Forest Land.
 - Main destinations on this road include Walton Lake and Big Summit Prairie.
 - Serves 575,000 visitors per year.
 - The project would grind out the frost heaves and overlay the road to make it smoother and safer.

Bob Townsend, with ODOT, shared the following proposed FLAP projects:

- OR 242: McKenzie Pass Pavement Preservation Project
 - Resurfacing the roadway between Dee Wright Observatory and US 20, rebuilding shoulders and bike lanes where they are degraded, removing safety hazards adjacent to the travel lanes, and replacing/repairing signage throughout the corridor.
- US 97: Baker/Knott Rd to Lava Butte Multi-Use Path
 - Construction of a paved multi-use path along the US 97 corridor that connects the City of Bend with the Lava Lands Visitor Center in the Newberry National Volcanic Monument, Benham East Day Use recreation area, and the community of Sunriver.
- US 26: Paiute to Mecca Flat
 - Design and construction of a multi-use path and enhanced pedestrian crossing
 - Urban Road Cross- section and Traffic calming
 - Illumination for motorists and path users.
 - Access and frontage improvements, and intersection signage improvements.
- US 97: Sunriver to La Pine Multi-Use Path Concept
 - Plan/design to enable non-motorized travelers to safely access amenities on the Deschutes National Forest from La Pine to Sunriver.

Wendy commented that BPAC is very supportive of this proposed work from ODOT. Jeff Hurd added he really likes the projects focusing on trails.

Vincent D Ortiz presented the Jefferson County FLAP project, SW Geneva Road/Road 3-11. Vincent explained that:

- Road 3-11 provides access to Perry South and Month Campgrounds on the Deschutes National Forest, Lower Metolius River, and Lake Billy Chinook.
- This road experiences extreme heavy use due to Perry South campground and serves thousands of acres.
- The road will be chip sealed, gravel shoulders will be added, and culverts will be replaced.

Jerry commented that all projects presented sounded worthy of COACT support and suggested a motion be made.

Andrea motioned for COACT members to approve all FLAP projects presented during the meeting and write a Letter of Support endorsing them. George Endicott seconded. The motion was approved by consensus.

Scott Aycock requested any additional comments the group members may have to send to him via email to be added to the letter of support. He said anything positive is helpful when constructing the letter.

Bob Townsend provided an update on the FLAP program and its current standing:

- Applications are in.
- The Technical Advisory group will meet in May 2018 to compile feedback and score applications.
- Recommendations will be put forth on May 18, 2018.
- 51 applications were submitted with \$50-60 million of allocated funding.

6. Oregon Public Transportation Plan (OPTP) Update

A) Informational Update

Hal Gard, ODOT Rail and Public Transit Division

Jeff Monson, Commute Options

B) Local Update

Karen Friend, COIC and Theresa Conley, ODO

Hal Gard, ODOT Rail and Public Transit Division Administrator, began with some information on the new Statewide Transportation Improvement Fund (STIF). Hal highlighted the following:

- Draft STIF rules have been put in front of the OTC.
- ODOT is in the process of developing guidance which will be available by August 2018.
- The first round of applications will be out this fall.
- The first allocations of formula money are expected by April 2019.
- You can find a high level draft planning breakdown on ODOT's website.

Karen said the revenue estimates are currently at 30% less than the original estimates. She added that COIC is also working with Central Oregon counties at the board level about joint management of the STIF fund since Central Oregon does not have a transit district, but COIC essentially plays this role. Karen added she is excited to get the CET Transit Plan rewrite started as it will update priorities region wide. Derek said the RFP was released a couple of weeks ago and responses are due May 10, 2018. He said they are hoping to have a consultant on board in August 2018.

Jeff Monson then presented a PowerPoint to the group providing an overview of the OPTP, the plan's objectives and background, who has been involved in the planning process, and how it relates to HB2017 and STIF funding. Jeff highlighted the following:

- The OPTP is a statewide mode plan that applies Oregon Transportation Plan policy to public transportation.
- The OPTP also ties in other modal plans.
- The OPTP:
 - Benefits communities, residents, and visitors and responds to state changes.
 - Prepares agencies to capitalize on new opportunities.
 - Supports partnerships and creative solutions.
- New aspects of the OPTP include a statewide approach while working with recent mode plans.
 - Urban, rural, multimodal, and recognizes diversity of providers, communities, and needs.
- The OPTP relates to HB2017 and STIF because it reflects and builds on HB2017 inputs and priorities.

Hal explained that the OPTP includes a diverse committee with 10 overall goals that include equity, health, land use, and better public transportation. He continued and discussed the following key OPTP initiatives:

- Public Transportation Plan Integration
- Regional and Intercity Service
- Public Transportation technology.

Karen said that ODOT has funded planning tools, including work around Google Transit. She added if ODOT doesn't support the initiatives discussed today, they simply can't happen.

Jeff continued the presentation and discussed OPTP plan integration, next steps and schedule, OPTP PAC and TAC Members, and explained the online open house where feedback can be received.

Hal noted that input from the public and COACT members is important and encouraged folks to provide feedback in the online open house.

Wayne said he was glad to hear that the OPTP has a focus on connectivity and noted it is harder for people in small towns to get around. He added rural areas are an important piece. Karen said a unique thing to Central Oregon is the connection between the communities. She said funding is somewhat prioritized toward the intercity service.

Andrea said Sisters is currently going through a visioning process and people want to "age in place" there. She said a lot of people felt they had to move at a certain age as it can be isolated with a lack of connectivity to hospitals and care facilities.

7. Roundtable

A) Informational Updates

Chris Doty suggested discussing Crooked River Ranch's alternative access. Wayne Fording said Jefferson County is currently waiting for bids to come back on the alternative access project at Crooked River Ranch. Wayne said they have received agreements from Deschutes County and homeowners associations, and on May 21, 2018 bids will be open.

Derek said the Redmond Transit Hub is opening on June 21, 2018 and is located behind the Fred Meyer and Lowes. He stated this is a good opportunity for a regional hub and also noted that Cascades East Transit will be conducting a soft launch of an e-fare system. Derek said the e-fare system will provide a more seamless way to pay bus fares, and will include an online portal with client accounts.

Matt Wiederholt shared that Prineville will be turning 100 years old and the town will be celebrating by getting the steam engine out for a community event. He said 2,800 gallons of oil is needed for the train.

Scott Smith said an RFP is out for a project on the Elm Street Bridge and funding has been received from ODOT. He added that a 2018 pavement project is currently out to bid for work in Prineville.

Andrea Blum noted that the Sisters' roundabout art is ready to be installed. She added that things are interesting in Sisters due to their current visioning process and a TSP update.

Jeff Monson provided an update for Commute Options and said a course will be offered for big rig drivers to help them maneuver around bikers and pedestrians. He added Commute Options also has a program through the Central Oregon Health Council that encourages students and families to walk or bicycle to school. Jeff said this program helps tie in health to transportation and it is called the "Walking School Buses" program. He also said Commute Options is compiling packets of transportation options for people who lose their licenses that will be dispersed at the DMV.

Wayne asked if Commute Options works with cyclists themselves for classes on how to ride safely. Jeff answered education is mostly for the children. Karen asked what guidance is given for cyclists, specifically on rural roads with a double yellow line. Jeff said cars can legally cross a double line to go around slower vehicle. Wendy added that if a car passes a bicycle, the driver must give the rider 4 feet of road space.

Bob O'Neal shared that Crook County is getting ready for chip sealing projects using a grant they are doing with ODOT.

Bob Townsend shared a pavement project just completed east of Bend and striping will commence soon. Wayne asked what the construction time is for this work. Bob said the work is being done at night and is being conducted by Knife River.

Charlie Every said the trucking world is very active but pointed out there is a shortage of truckers. He said he had to turn down 9 loads himself in one day, and most inquiries come from the Midwest looking for truckers. Charlie pointed out that electronic logs are delaying deliveries and he receives daily surges of calls looking for trucks/truckers.

Wendy shared that BPAC will be having their annual Tri County Bicycle and Pedestrian Summit in Prineville on May 23, 2018. She encouraged others to attend and noted the summit will be held at Meadow Lakes Golf Course.

Jeff Hurd said Madras will be paving 8th street and they are also getting ready to start a sewer project.

Chris said Deschutes County is currently working on a number of projects including Burgess Rd & Day Rd in La Pine, Deschutes Market Road & Dale Road, Tumalo Place, and added most of the new money received from House Bill 2017 will be in their capital program.

Tyler Deke shared that in Bend ODOT is kicking off Parkway projects, Bond Street is under construction, and smaller bike/ped projects are getting ready to move.

Karen Friend shared that her retirement from Executive Director of COIC is pending. She said recruitment has gone out for her replacement and the COIC Board is looking for the opportunity to help the new hire. Karen added that COIC has never done an external recruitment for Executive Director, and said she will be working through December 2018.

ADJOURN

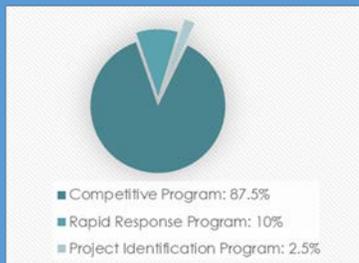
Jerry Brummer adjourned the meeting at 5:02pm.

Safe Routes to School Competitive Infrastructure Grant Program

2019-2020

THREE PROGRAM OVERVIEW

\$10 million (\$15 million starting in 2023) Safe Routes to School Infrastructure funds are allocated annually to three programs:



- Competitive Grant Program: 87.5% of funds
- Rapid Response Grant Program: 10% of funds
- Project Identification Program: 2.5% of fund

This one-pager focuses on the Competitive Grant Program. For information about Rapid Response and Project Identification Programs, visit SRTS Program website.

COMPETITIVE GRANT PROGRAM

How much funding is available?

The 2019-20 Competitive Grant cycle will distribute \$16 million.

Who can apply? Cities, counties, ODOT, tribes, transit districts, and other road authorities may apply.

What kind of projects are eligible?

Safety projects on the public road right of way, consistent with jurisdictional plans, supported by the school or school district, are within a one-mile radius of a Title I school (school with 40% or more low income students), and that positively affects the ability of children to walk and bicycle to school. Project examples include sidewalks, median refuge islands, rapid flashing beacons, etc.



What is the match requirement? 20% cash match is required. For more information visit the SRTS Program website.

HOW TO APPLY

Where and when can I apply? All application materials can be found at <https://www.oregon.gov/ODOT/Programs/Pages/SRTS.aspx>.

July 23, 2018: Solicitation begins
August 31, 2018: Letter of Intent due
October 15, 2018: Applications due; solicitation ends

SRTS Program website: <https://www.oregon.gov/ODOT/Programs/Pages/SRTS.aspx>
 Contact: LeeAnne Ferguson, leeanne.fergason@odot.state.or.us, 503-986-5805

FUNDING FOR SAFE ROUTES TO SCHOOL

In the spring of 2017 House Bill 2017 passed in the Oregon State Legislature, dedicating \$10 million annually for Safe Routes to School infrastructure, increasing to \$15 million annually in 2023. **The purpose of the funding is to build projects within a one-mile radius of schools to make it safer and easier for students to walk and bicycle to school.**

Important facts:

- SRTS funds are available because of an increase in State Highway taxes and fees and are deposited into the Safe Routes to School Fund.
- There is a 40% cash match for the funds. Cash match can be **reduced to 20%** when the project is within a city of 5,000 people or fewer, or is **near a Title I school**, or is within a "Priority Safety Corridor."
- The Safe Routes to School Fund is guided by OAR 737-025.

PROJECT SELECTION

What kinds of projects will rise to the top for funding?

A competitive project will have some of the following criteria:

High Priority:

High percentage of students receiving free/reduced lunch

High posted speed at project location

Two or more lanes at project location, or crossing distance greater than 30 feet

High average daily vehicles at project location

One or more school related crashes near project location

Medium Priority:

Affects elementary or middle school students

Ability for project to be completed in five years

Project proximity to the school

Project benefits multiple schools

Low priority:

Affected school has had past, has present, or planned complimentary education and encouragement programs



The Safe Routes to School Advisory Committee will make final project recommendations to the Oregon Transportation Commission.

PROJECT DELIVERY

- Grant Recipients will be reimbursed for project costs by ODOT.
- Monthly progress reports must be submitted by Grant Recipient.
- Projects must be completed within five years.
- Grant Recipient must begin to expend funds ASAP, at least by two years.
- Grant Recipients are highly encouraged to incorporate encouragement programs.
- Visit SRTS Program website for more details.

PUBLIC ENGAGEMENT

All Safe Routes to School Advisory, Oregon Transportation Commission, and Oregon Bicycle and Pedestrian Advisory Committee meetings are open to the public with time allotted for public testimony. Applicants may submit letters of support for projects from committees like local Area Commissions on Transportation and community-based organizations.

SRTS Program website: <https://www.oregon.gov/ODOT/Programs/Pages/SRTS.aspx>

Contact: LeeAnne Ferguson, leeanne.fergason@odot.state.or.us, 503-986-5805

To: Central Oregon ACT

From: Mary McGowan, ODOT Senior Transportation Planner

Subject: Transportation System Plan Guidelines Update

The Oregon Department of Transportation's Transportation Planning Unit, in partnership with local staff and other stakeholders, updated the Transportation System Plan (TSP) Guidelines. The TSP Guidelines is an online tool that assists local jurisdictions in the preparation and update of TSPs that meet local needs and comply with state planning regulation and policy direction. The TSP Guidelines answer the “What, Why, When and How” questions surrounding TSPs and provide detailed direction on scoping, developing and administering TSPs. The planning guidance is useful to jurisdictions of all sizes, geographies, and mobility needs.

Efforts to update the TSP Guidelines started in early 2017 and continued through June 2018. Changes to the state regulatory framework, statewide planning and policy direction and focus of local planning efforts established the need to update the TSP Guidelines to provide direction for long-range system planning.

The TSP Guidelines is available online: <http://www.oregon.gov/ODOT/Planning/TSP-Guidelines/Pages/default.aspx>