

CENTRAL OREGON AREA COMMISSION ON TRANSPORTATION (COACT)

Date: May 9, 2019	Redmond City Hall Meeting Rooms 207/208 411 SW 9 th , Redmond, OR	Prepared by: D. Greenwald Reviewed by: S. Aycock
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Attendees: Wayne Fording, Jefferson County; Robert Townsend, ODOT; Jeff Monson, Commute Options; Michelle Rhoads, COIC-CET; Wendy Holzman, BPAC; Peggy Fisher, USFS; Andrea Blum, City of Sisters; Krisanna Clark-Endicott, City of Redmond; Ron Cholin, Crook County; Scott Smith, City of Prineville; Jeff Hurd, City of Madras; Patti Adair, Deschutes County.

Guests: Melissa Bethel, City of La Pine; Andrea Breault, COIC-CET; Dave Thomson, BPAC; Mike Caccavano, City of Redmond; Derek Hofbauer, COIC-CET; Nick Arnis, City of Bend; Jim McCauley, League of Oregon Cities (via phone); Bob O’Neal, Crook County Road Department; Matt Powlison, Jefferson County Public Works; Devin Hearing, ODOT R4 Planning.

Staff: Scott Aycock and Dana Greenwald, COIC

Agenda	Discussion	Action Item
1. Call to Order and Introductions	Commissioner Jerry Brummer was absent, so the meeting was called to order by Wayne Fording at 3:16pm.	
2. Public Comments	No public comments were made.	
3. COACT Business	<p>COACT Business for the month of May included accepting March’s minutes, and discussing the meeting time. Wayne Fording asked the Board if they would accept the March 14, 2019 Meeting Minutes.</p> <p><i>A Motion to accept March 2019’s minutes was made by Michael Folkestad and was seconded by Andrea Blum; passed unanimously.</i></p> <p>During the March meeting, Board members explored the notion of changing the meeting time to better accommodate attendees. It was tabled to be further discussed in the May meeting. Scott Aycock of COIC brought up the matter. He said possible time alternates are 1 to 3pm or 2 to 4pm for board members to better avoid rush hour traffic. A group discussion ensued. Mike Folkestad said his vote was from 1 to 3pm. Andrea Blum stated that any time worked for her. Ron Cholin said some folks volunteer their time to attend this meeting, and leaving their job in the middle of the day is difficult. Jeff Monson said 2 to 4pm works for him. Bob Townsend suggested we send</p>	<p>Send an email to COACT polling the Members on preferred meeting times.</p>

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	an email to the group with meeting time options. The consensus was that sending out the email would be a good idea.	
4. 2019 OR Legislative Updates	<p> Jim McCauley from the League of Oregon Cities called in to report on the status of general transportation legislation and specifically on the carbon bill. The carbon bill (HB2020) is the biggest transportation-related legislation this session, with the end goal being investment in carbon related projects. All revenue will come from the transportation sector. Jim stated that LOC projects an estimated 14 to 16 cent increase per gallon on gasoline, and that there will likely be 100+ amendments to the bill before a final bill is put up for a vote. Jim noted that The League of Oregon Cities are working on geographic equity to make sure all regions have a chance to receive revenues for projects, and noted that the Carbon Bill is related to resilience transportation type projects. Transit is included, anything from bus stops to expanding existing transit lines to paying to electrify buses. Jim stated that there are elements of this bill that are concerning, besides the cost increase for gasoline: the bill doesn't seem to be heading in the direction to reduce greenhouse gases. The answer to reducing carbon is electrification, and getting state agencies to electrify vehicles in a timely manner, to truly measure impact. This bill doesn't do this. Also, elements of the bill include prevailing wage, healthcare, and American products requirements, which Jim referred to as "fluff" rather than real efforts to reduce carbon footprint and greenhouse gases with swift transition to electrify fleets within the first 5 to 10 years. Jim asked if there were questions or comments before he moved to other transportation bills. </p> <p> Chris Doty stated that he heard that the proposed business tax bill is related to the carbon bill. Jim said yes to some degree. Mike Folkestad asked what greenhouse gases would be reduced with the passing of this bill. Jim said the exact gases weren't specified, and were referred to as just "greenhouse." Michelle Rhoads asked who is sponsoring the bill. She also asked if there has been any conversation about what will be generating the electricity for the fleets/buses. Jim said the electricity will be coming from the existing sources of electricity out there, and long term, would make those energy sources cleaner. Jim further noted that there is a 10-year switchover period for utilities to get off fossil fuel sources and get on sustainable sources such as wind or </p>	

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	<p>solar. The bill is sponsored by Representative Karen Power (D; Milwaukie), and Senator Michael Demerow (D; Portland). Jim believes the sponsors have limited understanding of transportation needs outside of the Portland area. Ron Cholin, who represents the trucking industry, says the 14 to 16 cent per gallon increase would make a huge impact on the trucking industry in a devastating way. Jim said there is no doubt this will have a devastating impact on the trucking industry.</p> <p>The other transportation bills for which Jim provided an update were Senate Bills 558, 559, and 560. In the City of Portland, they have already had the authority to lower the speed limit on high crash areas. Senate bill 558 would take that authority and expand it across the entire state. Jim said it is a rigorous process, but is something that has really worked for Portland, and that the rates of pedestrian and bike crashes have greatly decreased. SB 559 and 560 are both radar bills. SB 560 is for a mobile radar unit that can be moved, to track speed. Jim stated that both SB bills on radars are dead, but SB 558 is on the move. Jim is disappointed about the radar bills, considering they were priorities for the League.</p>	
5. Commute Options Updates	<p>Jeff Monson, from Commute Options, gave a power point presentation update on Commute Options, their current program offerings, and what they are working to develop for the future. His power point presentation is available at: https://coic2.org/community-development/central-oregon-area-commission-on-transportation/ Commute Options has existed since 1991, in conjunction with ODOT and the State of Oregon transportation options plan. Commute Options serves 17 counties and has 55 partners.</p> <p>Commute Option Goals:</p> <ul style="list-style-type: none"> • Promote active transportation choices that reduce the impacts of driving alone • Encourage healthy individuals, a clean environment, and a strong economy • Represent transportation options in our community by educating citizens, businesses and government about the value of carpooling, vanpooling, walking, bicycling, telework and using public transportation 	

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	<p>Presentation topics included:</p> <ul style="list-style-type: none"> • Get There, (formerly Drive Less Connect) – a carpool and vanpool matching program • Safe Routes to Schools • The Walking School Bus • The future <p>Jeff is currently looking for letters of support to expand Safe Routes to School throughout the tri-county area. It currently only operates in Bend. Scott Aycock will be sending an email to solicit support to expand Safe Routes to School around Central Oregon.</p> <p>Mike Folkestad asked what The Walking School Bus does for rural kids. Jeff says parents can drive the kids to a closer location for a meeting spot, ie: a grocery store and can walk from there. Mike asked about the kids on the bus, and said that he was disappointed that bus stops and shelters were not eligible expenses. Jeff said encouraging bus ridership or walking is great. Scott clarified that the rule in question around bus stop facilities is not a Commute Options rule, but rather is a rule tied to the funding source itself – the federal DOT.</p>	Scott to Forward an email to the COACT mailing list regarding letters of support for Commute Options' SRTS application.
6. Statewide Transportation Improvement Fund (STIF) Discretionary Program Review - Outcomes	<p>The COACT Executive Committee reviewed and said yes to all 7 projects that applied for STIF funds in the region, but added emphasis to 3 projects they thought were particularly important. The three projects that COACT believes will have the most impact for Central Oregon are:</p> <ol style="list-style-type: none"> 1. La Pine Station Renovation 2. Hawthorne Station Renovation 3. CET Community Connector Service <p>The full COACT Executive Board STIF Discretionary Project Review is available at: https://coic2.org/community-development/central-oregon-area-commission-on-transportation/</p>	

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7. Statewide Transportation Improvement Fund (STIF) Formula Fund Outcomes	<p>Derek Hofbauer, of COIC, provided a presentation summarizing the outcomes of the Central Oregon Qualified Entity Applications for the Statewide Transportation Improvement Fund (STIF). His presentation is available at: https://coic2.org/community-development/central-oregon-area-commission-on-transportation/ The presentation included the following topics:</p> <ul style="list-style-type: none"> • Regional Collaboration • STIF Program Overview • Advisory Committees • STIF Projects, including: <ul style="list-style-type: none"> • Capital improvements (vehicles, equipment, Hawthorne Station, etc.) • Saturday service on Community Connectors, and increased frequency on many shuttles • Enhanced services to the Redmond Airport • New routes in Bend and the startup of fixed route services in Redmond • Summer service between La Pine and Sunriver • Innovation and technology improvements and partnerships • Planning for more service expansions • Marketing and outreach • Low income fare programs <p>Derek said the formula fund outcomes were driven by population growth and providing opportunities to use new technology. The process consisted of lots of outreach, travel training, and so on. The end goal is to attract riders and to connect communities.</p>	
8. CET Transit Master Plan Process	<p>Andrea Breault of CET-COIC gave a power point presentation on the CET Master Plan Process called, "CET 2040 Transit Master Plan." Her presentation is available at: https://coic2.org/community-development/central-oregon-area-commission-on-transportation/</p> <p>The CET Master Plan presentation included information on:</p> <ul style="list-style-type: none"> • First and Second Round of Open Houses 	

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	<ul style="list-style-type: none"> Local Technical Advisory Committee Meetings Deliverables Next Steps <p>The La Pine Open House was the 1st and most successful in terms of turnout. The process really recognized the need to connect communities. Prineville expressed a need for a bus to the Redmond Airport, which Derek noted will be funded by the new STIF funds.</p>	
9. COACT ODOT STIP	<p>Robert Townsend, of ODOT Region 4, gave an update on ODOT’s STIP Leverage Funding and their 100% Project list. His presentation is available at: https://coic2.org/community-development/central-oregon-area-commission-on-transportation/</p> <p>Bob presented 2021 – 2024 timeframes for the scoping and development process for STIP projects and handed out the Region 4 2021-2024 STIP 100% Project list. By June 2020, ODOT will approve STIP projects. He focused on the STIP development category of Leverage Funding. Since we essentially no longer have an Enhance project category (funding for new transportation facilities), ODOT only uses Leverage Funding for new facilities in association with “Fix-It” (maintenance) projects. These projects are determined by the ODOT Region Manager with input from the ACT. There are also Enhance, Safety, and Active Transportation categories.</p> <p>Patti Adair, in reference to the STIP 100% Project List, asked where the US 20 project at Tumalo was listed. Bob said it was not on the list and not funded because of the rules around the leverage funding. Scott asked if we expect future Connect and Enhance funding to be earmarked, like last time. Bob said that it might be. Bob also noted that while folks are complaining about the amount of money that was earmarked for Central Oregon, we actually did well through the earmark process – we got \$70 million over three years.</p>	

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	<p>Andrea Blum asked what “VMS” means in the 100% list. Bob stated it is Variable Message Signing – the digital signs on the highway.</p> <p>Michelle mentioned that COACT will be asked to comment on the Formula Projects just as they did on the discretionary. Just an FYI, somewhere between now and September.</p>	
10. Next Meeting	<p>Scott noted that we do not have a lot of upcoming agenda items for the July meeting. Andrea Blum asked for the summer off. Scott mentioned COACT has skipped the July meeting in the past. Scott says he will follow-up with Theresa Conolly (ODOT Public Transit Division) on the STIF reviews mentioned by Michelle.</p> <p>Michelle wanted to thank Derek and Andrea for all their hard work in developing their plans and STIF projects for the region.</p> <p>Mike would like to request that we change our venue to this room. Scott said he would ask Redmond Admin if it is okay with them.</p>	COIC to inquire on moving COACT to the City Hall community rooms.
ADJOURN	Meeting adjourned by Wayne Fording at 4:57 pm.	

<https://coic2.org/community-development/central-oregon-area-commission-on-transportation/>

**CENTRAL OREGON
AREA COMMISSION ON TRANSPORTATION
(COACT)**

OPERATING GUIDELINES

Adopted March 17, 1999
Revised January 12, 2012

CENTRAL OREGON AREA COMMISSION ON TRANSPORTATION (COACT)

OPERATING GUIDELINES

The jurisdictions representing Crook, Deschutes and Jefferson counties, the Confederated Tribes of the Warm Springs reservation and the respective cities of Bend, Culver, La Pine, Metolius, Madras, Prineville, Redmond and Sisters have been granted a charter establishing an Area Commission on Transportation for the Central Oregon Region by the Oregon Transportation Commission (OTC) as of November 17, 1998.

Purpose

- To provide a forum for the discussion, understanding and coordination of transportation issues affecting the Central Oregon region.
- To review the process for determining transportation infrastructure, capital investments and project prioritization in the Central Oregon region.
- To advocate Central Oregon transportation issues to neighboring regions, area legislators and other interested organizations.
- To advise the Oregon Transportation Commission on state and regional policies affecting Central Oregon's transportation system.

Operating Philosophy

COACT meetings will be scheduled every two months as a means to achieve the above mentioned goals. Additional meetings will be scheduled upon the request of the OTC, the ODOT Regional Manager, or by the desire of COACT. All meetings and committee functions will comply with the requirements of the Oregon Public Meetings Law, ORS 192.610 to 192.690, and every attempt will be made to involve the broadest spectrum of regional transportation stakeholders.

Structure and Membership

The voting membership of COACT will consist of a member and alternate representing each of the following:

Crook County	(designated and/or elected official)
Deschutes County	(designated and/or elected official)
Jefferson County	(designated and/or elected official)
City of Bend	(designated and/or elected official)
City of Culver	(designated and/or elected official)
City of La Pine	(designated and/or elected official)
City of Madras	(designated and/or elected official)
City of Metolius	(designated and/or elected official)
City of Prineville	(designated and/or elected official)

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City of Redmond	(designated and/or elected official)
City of Sisters	(designated and/or elected official)
The Confederated Tribes of Warm Springs	(designated and/or elected official)
ODOT Representative	(ODOT Region 4 Manager appointment)
Jefferson County Stakeholder Representative	(non-elected official)*
Crook County Stakeholder Representative	(non-elected official)**
Bureau of Land Management Representative	(BLM appointment)
US Forest Service Representative	(USFS appointment)
Aviation Mode Representative	(COACT Executive Committee appointment)
Bicycle and Pedestrian Mode Rep.	(COACT Executive Committee appointment)
Rail Mode Representative	(COACT Executive Committee appointment)
Transit Mode Representative	(COACT Executive Committee appointment)
Trucking Representative	(COACT Executive Committee appointment)
Transportation Options Representative	(COACT Executive Committee appointment)

*Jefferson County (in consultation with the Cities of Culver, Madras, and Metolius) will appoint one additional voting member from interested stakeholders which may represent, but are not limited to: public interest advocacy groups, environmental, land use, local citizens, business, education, public safety providers, non-profit organizations, etc.

**Crook County (in consultation with the City of Prineville) will appoint one additional voting member from interested stakeholders which may represent, but are not limited to: public interest advocacy groups, environmental, land use, local citizens, business, education, public safety providers, non-profit organizations, etc.

Ex-Official Representation (non-voting) will consist of the following:

Local State Legislators	All Crook, Deschutes & Jefferson
Congressional Local Aides	3 Members
All OTC Commissioners	5 Members

The Bend Metropolitan Planning Organization will be represented on COACT through the City of Bend and Deschutes County COACT members.

COACT may choose to establish technical advisory committees to assist in the consideration of technical aspects of policy matters and/or to prepare alternatives and recommendations to be forwarded to the OTC.

Staffing Support

Staff support will be provided by ODOT and/or the Central Oregon Intergovernmental Council or in any matter acceptable to COACT and ODOT.

Quorum

At least 50% of the current voting members constitutes a quorum. Any vacant or unfilled voting member seats will not count toward the quorum.

Decision Making

COACT will use a consensus decision-making process and will foster a collaborative approach to problem solving. Consensus means that all members agree to support the decision. Members may choose not to block the consensus even though they do not fully agree with the decision. Members are encouraged to voice and have recorded all views. Once a consensus decision has been reached, all members agree to support that decision.

Sufficient time will be provided for the members to seek advice from constituents, agencies, or other experts, when desired, before a decision is adopted. All members present at the meeting are included in the consensus process. Any member may abstain from the consensus and may request to be acknowledged as abstaining in any publication of the consensus. Abstaining is a choice not to block or to support the decision.

If any member feels the need to stand in the way of consensus on a decision, he/she will explain his/her concern with the proposed decision to the group, and the group will make every attempt to understand the concern and the underlying interests. The group may decide to delegate the issue to a working group for further exploration, development or recommendation for the full group.

If the group is unable to reach consensus with any of the approaches above, and if a majority of the group feels it is important to reach a decision on the issue in controversy, the group will vote and record the majority and minority views. It is the intent of COACT to use the voting system infrequently so as not to turn the work of COACT into one of garnering votes rather than working collaboratively to find solutions.

The group may delegate decisions on administrative matters to a smaller group, such as the executive committee

Coordination

Coordination with stakeholder groups, residents, and other regions and ACTs is a primary obligation of COACT. COACT will consider local, regional and statewide perspectives.

Officers

A Chairperson and Vice-Chairperson shall rotate annually between the three County representatives. The Chair shall preside at all meetings he/she attends and shall be responsible for helping the group adhere to the operating guidelines. The Chairperson will conduct all meetings in a productive manner, respectful of the need for all interests and

concerns to be raised. The Vice-Chairperson shall assume the duties of the Chair in his/her absence.

Executive Committee

The Executive Committee will consist of the three appointed representatives from each County Government, Tribal Government, and a Region 4 ODOT Representative. The Executive Committee will guide the work of COACT by establishing agendas and meeting dates. All members may suggest agenda items.

Media Relations

All members are free to speak to the press or to various groups on issues before COACT. Members should not represent COACT views unless the group has reached a decision on an item. Members should not characterize the views or comments made by other individual members. Specific media inquiries about COACT will be directed to the Chair, Executive Committee, and/or staff.

Meeting Conduct

Members will treat each other with respect and in a manner that provides opportunity for group decision making. Conflict will also be addressed in keeping with the operating guidelines.

Subcommittee Formation

COACT members or the Executive Committee can form any subcommittee, such as a technical advisory committee, on the basis of need. Members will be asked to submit names of resource persons in their communities. Subcommittees will form and/or disband per ongoing needs of COACT.

Public Outreach Process

All COACT meetings will be open to public attendance and any member of the public may attend any meeting. The public is encouraged to participate at the appropriate time on the meeting agenda.

Meeting Notice

Advanced meeting notice will be submitted to news media, adjacent ACTs, and to interested persons and stakeholder groups which have requested notice. Meeting notices will also be posted at local public institutions, and on the ACT website. Notices will include the time, place, agenda subjects, and the name of the person and telephone number (including TTY

number) to contact to make a request for an interpreter for the hearing impaired or for other communication aids. Meeting notices will be distributed one week prior to the meeting.

A paid meeting advertisement will be considered when COACT meets to develop project priorities for the STIP, for Draft STIP public hearings, and for all electronic meetings.

Meeting Materials

Advance agendas will be posted on the ACT web site one week prior to the meeting. For decision items, every effort will be made to post meeting materials on the ACT web site one week prior to the meeting.

Meeting materials will be made available to everyone in attendance at COACT meetings. Time will be provided on all meeting agendas for public comment.

Meeting Schedule

COACT meets every two months at a regular, established meeting time.

Meeting Location

COACT meetings will be held only in facilities that meet the accessibility requirements of the Americans with Disabilities Act (ADA). No meeting will be held in buildings where discrimination (race, sex, age, national origin, color, creed, disability) is practiced.

Meeting Minutes

Minutes shall be prepared for all COACT board meetings. Minutes shall be distributed to COACT members prior to the next meeting, and shall be posted on the ACT web site.