

## Cascades East Transit – Regional Public Transit Advisory Committee

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**Thursday, December 20**  
**3 pm to 4:30 pm**  
COIC offices in Bend  
334 NE Hawthorne Ave.



### **Meeting Minutes**

#### **Meeting Attendees:**

Richard Ross – RPTAC Chair  
Kim Curley – Commute Options  
Jordan Ohlde – RPTAC member  
Theresa Conley - ODOT  
Casey Bergh – OSU-Cascades  
Molly Taroli – PacificSource  
Gary Boeden – Citizen

#### **COIC/CET Staff:**

Michelle Rhoads  
Derek Hofbauer  
Andrea Breault  
Ashley Hooper

**Welcome and Introductions** – Richard Ross, RPTAC Chair

**Review and approval of October meeting minutes** – Richard Ross, RPTAC Chair

October minutes were approved.

#### **Public Comment Period**

Mr. Boeden shared that he was a part of the Ride Bend implementation process and he is interested in learning more about transportation issues currently facing Central Oregon.

Mr. Ohlde shared a public comment regarding what he understood to be relayed to him by another rider regarding canceled runs on Route 4. He also shared a story of a rider who says they were never picked up from their stop at the Burger King. He repeated his recommendation that there should be a live customer service representative present on the weekends for customer feedback. Also, he said that he was not picked up because a route was impacted by an event detour for which he was not aware. Ms. Rhoads apologized for this experience and explained that CET is aware of the canceled runs and steps are being taken to address this issue with the goal of improving service delivery and on-time performance. Mr. Hofbauer also added that Paratransit (the contracted service provider for bus drivers) is actively hiring bus drivers to help with staffing issues that have caused many of the canceled runs.

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### **Commute Options updates – Kim Curley, Commute Options**

Ms. Curley shared that this year's Oregon Drive Less Challenge event was a success. All combined, people in central and eastern Oregon made 16,734 trips using transportation options over the fifteen days, logging a total of 6,250 bike trips, 5,024 carpool trips, 289 bus trips, 3,951 walking trips, 932 telework trips, 190 compressed workweek trips, and 30 vanpool trips. These actions resulted in: 134,633 miles of non-single occupant vehicle miles logged and a total of \$33,109 in cost savings associated with driving. Next year, Ms. Curley said that the Oregon Drive Less Challenge will undergo a re-branding process to make logging trips easier. On February 1, 2019, the Carpool Love Campaign will begin, which is a two week challenge to encourage people to utilize carpooling. She asked that RPTAC members help push out this information to their respective networks. Mr. Ross included that this is a great initiative because 79% of trips in Bend are in single-occupancy vehicles and that there is a large potential for carpooling among commuters traveling into Bend from other counties.

Ms. Curley also shared that new parking policies will begin on January 1, 2019 for downtown Bend. The goal of the parking committee (which she serves on) is to help ease downtown parking congestion. Efforts are being made to encourage this shift by increasing costs of parking garages in downtown, while reducing the costs of garages outside the downtown area. Permits may also now be purchased online.

### **Statewide Transportation Improvement Fund (STIF) Coordination with Qualified Entities – Derek Hofbauer, COIC**

Mr. Hofbauer explained that since Central Oregon is not in a transit district, the Qualified Entities (e.g. Deschutes, Crook, and Jefferson Counties and the Confederated Tribes of Warm Springs) receive funds from the Statewide Transportation Improvement Fund (STIF). COIC will assist the Qualified Entities with administrating their respective STIF programs. Deschutes County recently approved an Intergovernmental Agreement (IGA) for COIC to assist with administering the STIF process. Crook and Jefferson counties approved their IGAs and STIF advisory committee bylaws and have already begun their recruitment process. Ms. Conley asked about the ideal number of committee members. Mr. Hofbauer said indicated a minimum of 5 with a maximum of 17 for Crook and Jefferson Counties. Mr. Ohdle asked when Deschutes County would begin their application process. Mr. Hofbauer responded that this will happen after the Deschutes County Commission reviews the STIF bylaws, which will occur at a January work session. Ms. Rhoads noted that COIC anticipates the application process will begin by mid-January, but it could potentially take longer. Mr. Hofbauer explained that COIC will inform RPTAC members when the application process begins. Mr. Ohdle asked if STIF committees would replace RPTAC. Mr. Hofbauer responded that there will be a role for RPTAC within the STIF process and that one or two members from the county STIF committees will serve on RPTAC.

### **CET Master Transit Plan Update and Committee Formation – Andrea Breault, CET**

Mr. Ross explained that RPTAC members will help guide the Transit Master Plan planning process because of the regional nature of the plan. Mr. Hofbauer noted that COIC envisions a role for RPTAC members to populate a Project Steering Committee that guides the regional aspect of the planning process, as well as continuing its responsibility to oversee regular business like input on public transit

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services, fare and service changes, and opportunities for citizens to comment. Mr. Hofbauer mentioned RPTAC bylaws will likely need updated to incorporate a new member structure. RPTAC committee members are appointed by the COIC board. The next RPTAC will be held February 13, 2019 from 1:30-3:30 pm at COIC offices (334 NE Hawthorne). Mr. Hofbauer explained that RPTAC will receive input from the appointed STIF advisory committees regarding their respective STIF processes to ensure regional coordination of transit services and reduce gaps in the system. Ms. Rhoads added that because each Qualified Entity's STIF advisory committee reports directly to the Qualified Entity (e.g. Deschutes, Crook and Jefferson Counties and the Confederated Tribes of Warm Springs), RPTAC's role will be to review and provide input to the STIF advisory committees. RPTAC will not recommend projects, but will ensure proper communication regarding STIF projects on a regional level. Mr. Ross asked if STIF projects need to be in the Master Transit Plan, but Ms. Conley explained that they only need to be in a specific plan, not necessary the Master Transit Plan. Ms. Conley indicated some flexibility exists where the project can be a part of a Comprehensive Plan or a Master Transit Plan. Ms. Conley explained that ODOT can help guide STIF applicants with best practices. STIF applications are due on May 1.

Ms. Breault shared that Nelson/Nygaard will complete an Existing Conditions Report, which will help guide the overarching Regional Master Transit Plan process. Mr. Ross asked how the Technical Advisory Committees (TACs) fit into this process. Ms. Breault said that there are six geographic locations for each TAC (Bend, Redmond, Deschutes County, Warm Springs, Jefferson and Crook counties). On January 16, 2019, COIC will host the Regional TAC meeting from 2-4 pm to help guide the Transit Master Plan process.

### **Citywide Transportation Advisory Committee (CTAC) update** - Richard Ross, RPTAC Chair and CTAC member

Mr. Ross noted it will be important for CET to help identify different ways to find funding sources for transit projects. One such project could be Bus Rapid Transit (BRD), as well as mobility hubs. Mr. Ross indicated CET and the City of Bend should explore how other cities implement these types of transit projects. Mr. Ross said it would be interesting to explore more frequent service, like 10 or 15 minutes, to attract more choice riders and increase ridership. Ms. Breault noted the City of Bend's Streets Division updated their traffic signal plan and was able to insert language regarding the future need of traffic signalization technology to be placed along 3rd and 27th streets. Mr. Bergh applauded this effort but also asked how signal prioritization would fit in with the round-a-bouts in Bend. Mr. Ross indicated the following workshops will be held among neighborhood associations across Bend in the spring to seek public input for Bends Transportation System Plan.

#### **Bend's Transportation System Plan- Neighborhood Workshops:**

1. Old Bend, Century West, Southern Crossing, Southwest Neighborhood Associations-
  - January 23, 5:30-8:00pm at OSU-Cascades Campus, Tykeson Hall, Room 111, 1500 SW Chandler Ave
2. Boyd Acres, Orchard District, Mountain View Neighborhood Associations-
  - January 24, 6:00-8:30pm at the Bend Municipal Court, 555 NE 15th St
3. Awbrey Butte, Summit West, River West Neighborhood Associations-

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- January 29, 5:30-8:00pm at Unitarian Universalist Fellowship of Central Oregon, 61980 Skyline Ranch Rd
- 4. Larkspur, Old Farm, Southeast Neighborhood Associations-
  - January 30, 6:30-9:00pm at the Bend Senior Center, South Event Room, 1600 SE Reed Market Rd
- 5. Core Area-
  - January 31, 5:30-8:00pm at the Trinity Episcopal Church, Brooks Hall, 469 NW Wall St

Ms. Conley shared TSP “brown bag” meetings will be held to discuss alternative technologies:

1. Emerging Technologies, January 18 (moved from January 11), 11:30-1:00pm, City Council Chambers, 710 NW Wall Street
2. Transportation Safety Action Plan, January 23, 12:00-1:00pm, Deschutes Services Building, DeArmond Room, 1300 NW Wall Street

### **ODOT grant solicitation updates – Theresa Conley, ODOT**

Ms. Conley gave an update regarding ODOT funding opportunities. Some of the grants that are open right now include STF funds that are focused on seniors and people with disabilities. STF applications are due on March 15. The intercity funding is combining STIF discretionary with 5311F – those applications are due on February 1. The eligibility is broader than STF or STIF and the intent is to promote inner-city networks and fill gaps. As an example, COIC received those types of funds for the Community Connector services. Ms. Conley noted the application processes for different funding sources has been streamlined.

### **Microtransit RFP update – Casey Bergh, OSU-Cascades**

Mr. Bergh shared an update on the RFP process for on-demand transit services. One microtransit company qualified. Mr. Ohdle asked which geographic area this study would cover, to which Mr. Bergh noted that the purpose of the study is to cover the geographic area that was once served by Route 12. Mr. Bergh noted he is meeting with the City of Bend to discuss Title III.

### **2019 RPTAC membership and recruitment – Richard Ross, RPTAC Chair; Derek Hofbauer, COIC**

Mr. Hofbauer encouraged existing RPTAC members to participate in the application process and noted that COIC will provide information during the February meeting regarding membership updates.

**Next meeting – February 13, 2019 1:30-3:30 at the COIC administrative office (334 NE Hawthorne)**