



Wednesday, December 16
1:30 pm to 3:30 pm
Virtual Meeting



MEETING MINUTES

Committee Members:

Bob Bryant – Chair
Zachary Bass
Casey Bergh
Kim Curley
James Halliday
Denise LaBuda – Alternate
Brian Potwin
Richard Ross

Meeting Attendees:

Theresa Conley
Emily Freeland

COIC/CET Staff:

Tammy Baney
Andrea Breault
Derek Hofbauer
Rachel Zakem

Welcome and Introductions – Bob Bryant, RPTAC Chair

- Attendees made virtual introductions to the group.

Public Comment Period

- No public comments.

Review and approval of 10/21 meeting minutes – Bob Bryant, RPTAC Chair

- The 10/21 meeting minutes were unanimously approved by the committee.

Facilities Committee Update – Derek Hofbauer, CET/COIC

- A Facilities Committee was convened to help guide COIC's efforts to move from a spoke and hub system to a more multi-centric system, thereby reducing the footprint at Hawthorne Station.
- There are several studies that are currently funded. The Bend MPO was awarded a mobility hub feasibility study being funded which will kick off in early 2021. Mr. Hofbauer also noted efforts are underway for making design improvements at Hawthorne Station, as well as

exploring new locations for facilities that will meet the needs of COIC and communities within Central Oregon.

- The committee is currently composed of ten individuals and it is anticipated the committee will evolve over time as consultant deliverables become available. The facilities committee will report to RPTAC, which will in turn report back to the COIC Board. Current committee members include a Bend City Council member, Deschutes County Commissioner, COIC Board member, ODOT and Bend MPO staff, an individual representing ADA and those who experience disabilities, a commercial real estate professional, the RPTAC Chair, a Hawthorne Avenue Neighbors representative, and a business owner operating adjacent to Hawthorne Station.
 - Mr. Ross stated that mobility hubs are mentioned in the Bend Bond Measure, but it sounds like this is going to be a wider look. He asked how much the Committee will be looking at ways to fully fund the facilities that are identified within projects.
 - Ms. Breault responded that right now in terms of the immediate focus of the Facilities Committee, COIC is currently implementing a Hawthorne Station redesign of the exterior property funded through a STIF discretionary grant. There are various other grants that, if awarded, will focus on the mobility hub concept and provide funds to identify and purchase property. STIF formula funds are currently a sustainable funding source that can help maintain current facilities and expand others. Becoming a Transit District would allow CET to not solely rely on grant funding to plan and develop new facilities.
 - Chair Bryant stated that he would be happy to bring questions or comments from this committee back to the facilities committee.
 - Ms. Curley asked if Compass Commercial was representing the Hawthorne Neighbors or if they had a voice at the table.
 - Ms. Breault responded that there is a separate voice for the Hawthorne Neighbors including a business owner and representative from Hubble Communications. In addition, Compass is there to provide some perspective on economic trends and the real estate market.

Overview of current STIF Biennium projects in rural areas – Andrea Breault, CET/COIC

- Mr. Hofbauer stated STIF projects from the 2021-2023 biennium are currently being implemented. He noted it is important for this group to understand what CET is trying to accomplish with respect to the rollout of services in this current biennium and how those services are maintained and supported in the next biennium.
- Mr. Hofbauer shared that funding estimates for STIF have slightly changed. He also shared information about the merging of the STF and STIF funds and committees in the next biennium (2023-2025). COIC administers STIF programs for the three counties (Crook, Deschutes, and Jefferson) as well as the Confederated Tribes of Warm Springs. COIC also administers the Jefferson and Crook County STF programs. COIC will convene the advisory committees in January to prioritize the 2021-2023 biennium projects ahead of the February 1 application deadline.
- Mr. Hofbauer provided an overview of projects in Jefferson and Crook Counties. He noted a few community transportation needs that were recognized through the Transit Master Plan process

such as shopper/medical shuttles, expanded Dial-A-Ride (DAR) service areas, and expanded DAR service hours. Due to COVID, feedback on these future services has been limited to online surveys and phone calls with businesses, residents and community partners. Currently, Culver and Metolius (Jefferson County) do not have DAR. It is important to ensure that CET designs a service that is going to be efficient and useful for the community. Mr. Hofbauer mentioned that CET is drawing upon the local knowledge from STF and STIF committee members as a resource to provide feedback into the process.

- Mr. Hofbauer spoke about a Deschutes County STIF project that will provide future service to Crooked River Ranch. He noted an online survey is currently being conducted to gather feedback from residents in the area. CET has already purchased the bus for this service. Initial survey analysis indicates a preference for an on-demand medical/shopper shuttle that would likely travel to and from Redmond for one or two days of service per week.
- Mr. Hofbauer noted a similar project in Crook County that is exploring the implementation of an on-demand local shopper/medical shuttle in an area known as Juniper Canyon. CET is engaging advisory committees to solicit feedback on this project and to explore a possible expansion of DAR boundaries or service hours. Mr. Hofbauer shared that Rural DAR ridership is low currently due to COVID, even with all services being fareless.
 - Chair Bryant asked about the possible utilization of a Park and Ride in Crook County and asked if CET has experience in rural areas using Park and Rides as a means of connecting with folks.
 - Mr. Hofbauer responded a Park and Ride was utilized at the Church at Powell Butte. The Redmond Transit Hub was also designed to have a park and Ride on site. Additionally, CET will likely explore Park and Ride concepts when exploring feasible mobility locations, especially in rural areas.
 - Ms. Curley provided the list of Park and Rides in Regions 4 and 5 in the chat box.
 - Ms. Breault stated CET has had success with the Wickiup Junction Park and Ride off of US 97 for both routes 30 and 31.
 - Mr. Ross stated there is growing commuter traffic between Bend to Prineville and indicated a demand from new employment opportunities outside of Prineville. He also noted a major regional destination of St. Charles on east side of Bend and asked if CET was looking at those trends.
 - Mr. Hofbauer noted a STIF project is being implemented to increase the frequency of Route 26 that goes from Bend to Prineville. He mentioned there is an increase in people commuting between Bend and Prineville to work at Facebook. He noted a potential to reach these commuters via a STIF-funded vanpool project that is being managed by Commute Options; however, most companies are not allowing employees to ride together in vanpools due to COVID.
 - Ms. Breault stated one of CET's goals is to gain confidence in the system first by better understand the demand and how transit can serve new areas efficiently.
- Mr. Hofbauer noted the Sisters Shopper Shuttle service will begin on January 7, 2021. The current transit service in Sisters is fairly limited and CET conducted outreach to community members to collect information regarding travel needs and patterns. CET will operate a shuttle

once a week on Thursdays that will access major shopping destinations in Bend such as Walmart, Costco, and Cascade Village Mall. CET will push out communications for this service prior to implementation.

- Ms. Marland stated that due to COVID she is unsure ridership levels. She noted the service will provide residents new opportunities to travel to Bend via transit; however, it will likely take a big marketing push for residents to fully understand how it works. She voiced concern about ridership but she thinks it would grow eventually.
- Ms. LaBuda stated she thinks the shuttle is great and suggested CET send out some literature about the service to community partners.
- Ms. Marland asked if funding exists to provide a shuttle that travels from Sisters to the medical centers in Bend.
 - Ms. Breault responded that CET is flexible with how to design a new system in Sisters. There is an existing program called STARS that currently provides medical rides to Bend and CET. Age Friendly Sisters stated that they couldn't provide non-medical trips, so shopping trips is an area for which CET has focused its efforts.
 - Ms. Marland responded she is part of STARS which is run all by volunteers and is extremely busy. She noted transferring at Hawthorne can pose barriers for the older population living in Sisters.
 - Mr. Halliday stated that he lives in Tumalo and hopes to see a commuter service between Sisters and Bend. Mr. Hofbauer responded that CET does have a route 29 that travels between Sisters and Bend. He stated CET will likely update this route to include a stop in Tumalo once the roundabout project is completed.

Redmond Feasibility Study Overview – Derek Hofbauer, CET/COIC

- Mr. Hofbauer mentioned Redmond is a growing city that has an existing transit hub for Community Connector service and relies on DAR for service inside the city. The consultant team is analyzing multiple scenarios for evolving of Redmond's transit system from DAR to a flex route system, a hybrid model with microtransit, and eventually a full fixed-route transit system. A community-wide survey is currently being conducted in Redmond to collect input from community partners, businesses, and transit riders. It is important to note when a full fixed-route system is established, it triggers an eligibility-based complimentary paratransit system similar to what is operated in Bend. CET will implement two new routes next summer as a deviated-flex route system funded by STIF that will be maintained by future STIF funding.
 - Ms. Marland asked if CET will be providing additional DAR service in Sisters.
 - Ms. Breault responded that the new shopper shuttle on Thursdays will also act as DAR inside Sisters itself. Individuals may call ahead and either be taken to Bend or move about within Sisters.
 - Ms. Marland asked whether CET had spoken to the city about a fixed route in Sisters.
 - Ms. Breault responded that the City of Sisters submitted a grant application for a study of the "East Portal Area," that will likely include a transit component and possibly become a hub location.

NE and SE Proposed Bend Routes Update – Rachel Zakem, CET/COIC

- Ms. Zakem noted online surveys are being conducted to collect community input for both the Northeast and Southeast scenarios in Bend (Routes 8 and 9). She shared the design phase will occur in the late winter with a proposed operational start date of summer 2021. Ms. Zakem stated she presented information and opportunities to promote the surveys at NE and SE neighborhood association virtual meetings.
- Ms. Zakem stated the Northeast route has two proposed route scenarios. The main differences are that Scenario 1 is independent of Hawthorne Station and relies on connecting to the rest of the system through shared stops. Scenario 1 will also utilize the existing stop at Robal and Hunnell, which provides a direct connection to Routes 4 and 24, whereas Scenario 2 will involve the construction of a new stop off of Hwy 97 and crossing 97 to access Routes 4 and 24. Lastly, Scenario 1 covers an area further east than Scenario 2, providing access to the Forest Service, Pine Nursery Park and the new Pahlisch development off of Deschutes Market Rd. Scenario 1 also shares 2 stops on Butler Market Rd with Routes 5 and 6 providing direct access to these routes. Scenario 2 returns to Hawthorne Station utilizing NE 8th St. Ms. Zakem noted the survey results will help determine which scenario best meets the needs of the community.
- Ms. Zakem stated that there is only one scenario for the Southeast. The main goal of this route is to bring people from residential areas to places they need to get such as 3rd St. shopping centers or Hawthorne to connect to other parts of the city. This route also shares stops with Route 6 and Route 5. Destinations include a Skate Park, two schools, and new developments along Murphy Rd.
- Ms. Zakem noted CET has received initial feedback from the surveys. She stated that in the Northeast, most people drive alone in a car or truck and businesses and grocery stores were most important to reach.
 - Ms. Conley asked Ms. Zakem about the benefits of providing a loop over a bidirectional route.
 - Ms. Zakem replied there are tradeoffs and it depends on the number of routes that are available. If the system has more routes, it is beneficial to have them run directionally in a grid pattern. Due to the layout of Bend and CET's system, a loop is more beneficial if the goal is to provide more coverage to more people.
- Mr. Hofbauer asked committee members to provide feedback regarding the two scenarios in the Northeast.
 - Mr. Halliday replied that he thinks the loops are much more efficient and cover much more of a service area. He stated the importance of provide a connection to the transit station to make other connections.
 - Mr. Ross stated that he lives close to 3rd St. and Hawthorne Station and he wanted to know if CET has explored a NE/SE connection that would not stop at Hawthorne Station. He asked how someone who lived in the NE could shop at Fred Meyer utilizing the NE routes. He indicated a direct connection might be useful to connect a shopping district to the rest of the city.
 - Ms. Conley stated that she does live in this neighborhood and she never shops at Fred Meyers because it is too far away. She questioned if she did want to shop there how she could do it with one transfer utilizing Scenario 1. She stated that the amount of transfers

- should be a metric versus going to Hawthorne or not. She noted transferring at Robal Rd. was too far in the wrong direction.
- Mr. Bass stated he also lives on the Northside and mostly travels to places nearby. He stated he likes Scenario 1 and asked why the extension of Empire is not displayed. He thinks that there should be a stop near the new round a bout with Butler Market and 27th.
 - Ms. Zakem replied that there is a stop proposed close to the roundabout. She stated the main reason for not traveling down the Empire extension was to keep the route shorter and to be able to serve the areas on Yeoman and Deschutes Market Rd in a 30-45 minute loop.
 - Chair Bryant asked if there was an opportunity to connect to a route with only one transfer utilizing 3rd Street.
 - Ms. Zakem responded that with timing of the routes, it is difficult to cover the southeast area and make it back to Hawthorne Station for a 45 minute route. She stated that the way the system exists, Route 1 does not go further north than Hawthorne Station and a direct connection would only be plausible by going to the Station. She also stated that the amount of traffic on 3rd St. makes it challenging to complete a route that connects the Northeast and Southeast. Ms. Zakem stated that her observation thus far from residents was that people who live in the northeast do not often travel to shops and stores in the south part of town. She also shared that the most common area people travel to and from the northeast is the eastside of town which is accessible via one transfer utilizing Route 5.
 - Mr. Hofbauer asked Ms. Breault if it would be possible in the future, with the development of a high frequency corridor, to implement more of an interlined service along 3rd St. without needing to stop at Hawthorne. This would allow an opportunity for Northeast service to connect to the south side of Bend without needing a transfer at Hawthorne Station.
 - Ms. Breault responded that CET purchased two buses to increase the frequency on routes 1, 3, 4, and 7. This would allow for the highest ridership times of day to have an extra bus to bring the frequency to about 15 minutes. The buses are already considered interlined in this planning effort in that a bus will be Route 1 and then become Route 3 all in one rotation. The signs will change but the drivers will not. She noted Greenwood, Newport and 3rd St will all eventually have additional frequency, making these routes more attractive.
 - Ms. Zakem stated that according to current survey results, the top mode choice in the Southeast is also driving alone. She stated that businesses and grocery stores are the most desired destinations and 70% of respondents think the route accesses places they like to visit in Southeast Bend. Ms. Zakem asked if anyone had any thoughts of locations that might be missed by the current scenario.
 - Chair Bryant responded with the Senior Center.
 - Ms. Zakem stated that Routes 5 and 6 have stops close to that location and indicated the consideration of a future route once more infrastructure is developed that could

stop at the Senior Center. Ms. Zakem stated that this route is flexible as the city grows and density increases.

- Ms. Curley responded that as the city grows that high school will have a huge increase in traffic in that southern area off of Knott Rd.
- Mr. Bergh responded that he and Ms. Zakem are on the Southeast Area Planning Committee and the scenario presented is a good plan for summer 2021; however, in the future it makes sense to run the route further south.
- Mr. Hofbauer stated these routes are preliminary designs and CET can be flexible and make changes as the population grows.

Overview of CET 2021-2023 STIF applications – Andrea Breault, CET/COIC

- Chair Bryant introduced the STIF applications.
- Ms. Breault stated that STIF discretionary applications were due November 1, 2020. She displayed a list of all of the applicants in our region and reviewed all of the applications.
 - Chair Bryant asked what the timing was for the decisions on the applications.
 - Ms. Breault responded that COIC would hear back sometime in the spring if it was awarded the funding and agreements would be solidified by July 1, 2021.
 - Ms. Conley stated the ODOT review committee meets in February.
- Ms. Breault shared that for the next STIF Formula cycle, 2021-2023, CET submitted a provider application for formula funds. Project 1 is for all encompassing service dollars, including maintaining the buses, operating the service, etc. Ms. Breault explained Task 2 covers operating dollars relating to on demand and demand response, which includes the shopper shuttle and deviated service. Project 2 is Administration Support and Marketing that provides CET the ability to operate and maintain STIF projects. Project 3 is for Mobility hubs and match funds and includes funds to purchase property.
 - Mr. Bass asked if CET was considering moving the administration functions from Redmond to Bend.
 - Ms. Breault responded that CET is looking for additional space to reduce to footprint at Hawthorne Station. Redmond has 2-5 years until an expansion of the call center is necessary. Redmond is the area in which CET is going to need to eventually grow its administrative footprint.
 - Mr. Bass asked if Task 1 included any increase for CET staff, to which Ms. Breault responded that was primarily project 2.
- Ms. Breault noted Project 4 is for Local Match Funds, Project 5 is for Communications, such as maps, brochures, outreach, and surveys. Project 6 is a Fare Revenue Recovery Fund due to CET going fareless on April 1, 2020 and continuing to do so throughout the pandemic.
 - Ms. Curley stated that she highly supported these project and Ms. LaBuda also voiced her support.

Veteran’s Healthcare Transportation Service – Derek Hofbauer, CET/COIC

- Mr. Hofbauer shared information that CET launched a free Veteran’s Medical service on Veteran’s Day. This service is available for all veterans in the three counties as well as Warm Springs.

Mt. Bachelor Winter Service Update – Derek Breault, CET/COIC

- Mr. Hofbauer stated CET is running frequent service to the mountain and following OHA guidelines for transit agencies. Ridership during the first week of service has been lower compared to previous years.
 - Chair Bryant asked where the pickup location was located.
 - Mr. Hofbauer responded at the Mt. Bachelor Park and Ride off of Century Drive.
- Ms. Marland asked if CET was considering a bus to Hoodoo.
 - Mr. Hofbauer responded that this was part of a feasibility study conducted for the Federal Lands Access Program. The project was not identified as a top priority for funding in the study, but there could be potential to explore a service offering in the future.

Next Steps – Derek Hofbauer, CET/COIC

- Mr. Hofbauer noted that STIF Advisory Committee meetings would be taking place in January for the prioritization of projects.
- Ms. Breault noted that CET issued an RFP for a new CAD/AVL System that will allow for technology improvements such as real time information, accurate mobile apps, signage, etc. Ms. Breault shared that CET is looking for a non-CET employee to sit on the proposal selection evaluation committee.

Adjourn