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**AGENDA**  
**Bend Metropolitan Planning Organization**  
**Technical Advisory Committee Meeting**

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**Date:** March 2, 2022  
**Time:** 10:00 – 11:30 am  
**Location:** Virtual meeting. Participation information is provided below:

This will be an on-line meeting. To attend using your computer or tablet, please register for this meeting using the following link:

[https://bendoregon.gov.zoom.us/webinar/register/WN\\_6ZqiTqipQRGCLGOZsOn7oq](https://bendoregon.gov.zoom.us/webinar/register/WN_6ZqiTqipQRGCLGOZsOn7oq)

After registering, you will receive a confirmation email about joining the webinar.

YouTube Stream Option: <https://youtu.be/pHpq7aYFmHQ>

Phone Option: 1-888-788-0099, Webinar ID: 824 8516 9479, Passcode: bmpo

You can comment while viewing on Zoom during the live meeting raising your hand, phone participant use \*9 to raise your hand.

To receive email notification for MPO meetings, sign up [here](#) and choose *Bend MPO Technical Advisory Committee* under Events.

<https://www.bendoregon.gov/services/advanced-components/subscribe-to-enevs>

**Contact:** Tyler Deke, BMPO Manager (541) 693-2113 (office), (541) 633-9298 (mobile) or [tdeke@bendoregon.gov](mailto:tdeke@bendoregon.gov)

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1. **Call Order & Introductions** ..... **Tyler Deke**
2. **Virtual Meeting Guidelines** ..... **Jovita Anderson**

**Action Items**

3. **Review and approve February 2, 2022 (Attachment A) draft meeting summary**

Recommended Language for Motion: I move approval of the February 2, 2022 meeting summary as presented.

4. **Reallocation of Returned STBG Awards** ..... **Andrea Napoli**

Background: The Policy Board recently finalized policy language regarding use and reallocation of renounced/returned STBG funding awards. Currently, a total of \$319,468 in returned funds (FFY2021 & FFY2022) exists. MPO TAC

members and others were recently asked to submit by email eligible project requests, if they were interested in seeking the available funds. One request was received (Riverfront Street / Deschutes River Trail: Galveston to Miller's Landing, a complete street capital improvement project, City of Bend Street Preservation Program). Consideration for use of other remaining, unused FFY2021 STBG funds will also be discussed.

Attachments: Memo (**Attachment B**)

Action Requested: Funding recommendation to Policy Board

### **Informational Items**

**5. Safe Routes to Schools Program Update ..... Brian Potwin, Commute Options and Robin Lewis, City of Bend**

Background: Safe Routes to Schools includes education and outreach programs as well as construction projects. City of Bend staff will discuss the City's history of SRTS planning, construction and future grant opportunities. Commute Options staff will discuss their history of education and outreach programs, current work (e.g. Walking School Bus Program), and grant opportunities.

Attachments: None. Information about Commute Options' programs are available on the following sites: <https://www.commuteoptions.org/safe-routes-to-school/> and <https://www.commuteoptions.org/walking-school-bus/>

Action Requested: None. Information update

**6. Deschutes County update ..... Peter Russell, Deschutes County**

Background: Staff will provide discuss the Deschutes County Transportation System Plan update, Tumalo planning efforts, and the upcoming Deschutes County Comprehensive Plan update.

Attachments: None. Information may be shared during the meeting.

Action Requested: None. Information update

**7. Member Roundtable**

Time for TAC members to provide updates on current projects and planning efforts.

**8. Public Comment..... Tyler Deke**

**9. Next TAC meeting**

The next meeting of the Bend MPO TAC is scheduled for April 6, 2022 at 10 a.m.

**10. Adjourn**



### **Accessible Meeting Information**

This meeting event and location are accessible. Sign language, interpreter service, assistive listening devices, materials in alternate format, such as Braille, large print, electronic formats, or any other accommodations are available upon advance request. Please contact Andrea Napoli at (541) 323-8545 or [anapoli@bendoregon.gov](mailto:anapoli@bendoregon.gov). Providing at least 3 days' notice prior to the event will help ensure availability.

***DRAFT***  
**BEND METROPOLITAN PLANNING ORGANIZATION**  
**TECHNICAL ADVISORY COMMITTEE**  
Virtual Meeting – Summary  
**February 2, 2022**

YouTube video link: <https://youtu.be/zpJ6MyFEa7M>

**1. Call to Order and Introductions**

Mr. Deke called the regular meeting of the Bend Metropolitan Planning Organization (BMPO) Technical Advisory Committee (TAC) to order at 10:06 a.m., Wednesday, February 2, 2022, with a quorum of members present (8 of 11). Andrea Breault arrived after approval of the December 2021 minutes and during discussion of Agenda Item 5, increasing the quorum to 9 of 11 members. Attending were:

TAC Voting Members

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|--|----------------|
| 1. Bend Park and Recreation District (BPRD) .....                    | Henry Stroud   |
| 2. Bend-La Pine School District .....                                | Sharon Smith   |
| 3. Cascades East Transit (CET) .....                                 | Andrea Breault |
| 4. Deschutes County .....  | Peter Russell  |
| 5. Deschutes County Bike/Pedestrian Advisory Committee (DBPAC) ..... | Dave Thomson   |
| 6. Oregon Department of Transportation (ODOT).....                   | Rick Williams  |
| 7. Oregon State University (OSU)-Cascades Campus .....               | Casey Bergh    |
| 8. Citizen.....  | Greg Bryant    |
| 9. Citizen.....  | Liza Hamada    |
| 10. Central Oregon Community College (COCC).....                     | <i>vacant</i>  |
| 11. City of Bend: Robin Lewis.....                                   | <i>absent</i>  |
| 12. Commute Options: Brian Potwin.....                               | <i>absent</i>  |

Ex Officio Members

- |  |               |
|--|---------------|
| Bend Metropolitan Planning Organization (BMPO) Manager.....    | Tyler Deke    |
| Federal Highway Administration (FHWA).....                     | <i>absent</i> |
| Federal Transit Administration (FTA) .....                     | <i>absent</i> |
| Oregon Department of Land Conservation/Development (DLCD)..... | <i>vacant</i> |

BMPO Staff

Andrea Napoli, *Senior Planner*

Visitors

Cameron Prow, *TYPE-Write II* (minutes consultant)  
Dorinne Tye  
Jenny Umbarger, *City of Bend Program Coordinator*

*(The 3 digits after a motion title show the number of members voting  
in favor/opposed/abstaining.)*

**2. Virtual Meeting Guidelines**

Mr. Deke ascertained that everyone present was familiar with the virtual meeting guidelines.

ACTION ITEM

- 3. Review and Approve December 1, 2021, Draft Meeting Summary** (Agenda Attachment A)  
**Motion 1** (8/0/0): Mr. Russell moved approval of the December 1, 2021, draft meeting summary as presented. Mr. Stroud seconded the motion which passed unanimously.

INFORMATIONAL ITEMS**4. Annual Listing of Federally Funded Transportation Projects**

Data: Annual Listing of Federally Funded Projects (Agenda Attachment B)

Ms. Napoli presented the annual obligation report for the prior Federal Fiscal Year (FFY October 1, 2020, through September 30, 2021). All projects and programs for which federal transportation funds were obligated in FFY 2021 for the Bend MPO area were included.

**5. 2022-2023 Work Program and Budget**

Data: [See](http://www.bendoregon.gov/mpobudget) the Unified Planning Work Program (UPWP) at [www.bendoregon.gov/mpobudget](http://www.bendoregon.gov/mpobudget)

Mr. Deke presented the draft MPO work program and budget for Fiscal Year (FY) 2022-2023. His summary included historic budget totals, staffing, major task timeline, planned major tasks, FY2022-23 draft budget summary, and the FY 2021-22 UPWP development schedule.

TAC member concerns included how MPO allocations are calculated, how often the funding formula is recalculated, climate change, additional funding coming with new work requests, travel training to move Bend Dial-A-Ride riders to regular bus service, and impact of 2020 U.S. Census data on telecommuting and transit.

Ms. Holzman asked what the COVID-19 relief funding was intended to cover.

**6. Member Roundtable**

TAC updates on current projects and planning efforts covered:

- Bend-La Pine School District: Ms. Smith stated the school district was experiencing challenges (housing, pay, COVID-19) in hiring bus drivers.
- Bend MPO: Ms. Napoli summarized the Bend Mobility Hub Feasibility Study project which started in late December 2021. The first meeting of the study's technical advisory committee was held on January 19, 2022. An update will be provided to the Bend MPO (TAC and Policy Board) in late spring 2022. She presented and discussed how the demographic viewer tool could be used within the MPO study area.
- Bend Park and Recreation District: No report.
- Cascades East Transit: Ms. Breault discussed impacts of the COVID-19 pandemic on driver staffing and transit operations. CET is refocusing its efforts on staff recruitment/retainment (increasing driver wages) and core operations. Current staffing challenges mean that implementation of two new Bend routes will be delayed. Manufacturing slowdowns are causing delays in purchasing replacement vehicles, so CET is seeking more passenger-style vehicles that don't require drivers to have commercial driver licenses. Mr. Thomson asked if CET's budget had flexibility to increase driver wages. Ms. Breault noted all drivers have expressed interest in on-site child care.
- Central Oregon Community College: No report.
- City of Bend: No report.

- Commute Options: No report.
- Deschutes County: Mr. Russell stated the county had started its TSP (transportation system plan) update and was also updating its comprehensive plan. A TGM (transportation growth management) grant has been applied for to update the Tumalo Community Plan.
- Deschutes County BPAC: Mr. Thomson said this committee was monitoring the county's TSP update process, reviewing BPAC goals for 2022, and preparing its annual report to the Board of County Commissioners.
- ODOT: Mr. Williams reported studies on Highway 20 and Reed Market were expected to start in April 2022.
- OSU-Cascades: Mr. Bergh stated he was working with Toby Marx (City of Bend Parking Services Division Manager) on micro-mobility options. He stated Mr. Marx was looking to bring in a bike share provider with e-bikes in summer 2022. He reported Mr. Marx was working with the City streets department to develop mini-mobility concepts for street standards to improve connections between transportation options. Mr. Bryant asked what happened to the bikes Bend purchased from Portland. Mr. Bergh replied supply chain issues of retrofitting the old bikes with newer controller technology caused the City to expand its search for alternate solutions. Ms. Napoli noted funds allocated to refurbishing the Portland bikes were still available. Mr. Deke stated the Policy Board would be updated in March/April 2022.
- Citizen Greg Bryant: No report.
- Citizen Liza Hamada: No report.

## 7. Public Comment

Ms. Holzman shared that she was always interested in bike/pedestrian information.

Ms. Tye asked if demographic maps were available for city-owned properties outside the city limits. She expressed concern about air quality impacts (lead) of airport projects on residents, especially children, near the Bend Airport.

## 8. Next TAC Meeting

- March 2, 2022, 10 a.m. (1<sup>st</sup> Wednesday)

## 9. Adjourn

There being no further business, Mr. Deke adjourned the meeting at 11:04 a.m.




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**MEMO**

TO: BEND MPO TECHNICAL ADVISORY COMMITTEE (TAC)

FROM: ANDREA NAPOLI, SENIOR PLANNER

DATE: FEBRUARY 24, 2022

RE: REALLOCATION OF RETURNED STBG AWARDS

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**Request**

Funding recommendation from the TAC to the Policy Board regarding consideration for reallocation of returned STBG funds, in addition to other remaining FY2021 STBG dollars.

**Background**

The Bend MPO Policy Board recently finalized policy language regarding use and reallocation of renounced STBG funding awards. Currently, a total of \$319,468 in renounced funds (FFY2021 & FFY2022) exists. The Policy Board will consider reallocation of these funds to projects that fall under one (or more) of the listed descriptions:

1. Projects awarded funding that are experiencing a funding shortfall to complete the project;
2. Projects awarded funding in an out-year and are requesting advancement;
3. Projects that applied and underwent review during the most recent STBG application process, but were not awarded funding. Original scoring and ranking to be used in reconsideration;
4. City of Bend Street Preservation Program.

MPO TAC members and others were recently asked to submit by email eligible project requests to MPO staff, if they were interested in seeking the available funds.

**Projects Seeking Renounced/Returned Funds**

The City of Bend Streets Department submitted a request for consideration of use of the available funds, as shown below:

PROJECT NAME	AGENCY/ORGANIZATION	ELIGIBILITY (FROM LIST)	AMOUNT REQUESTED
Riverfront Street/ Deschutes River Trail (DRT): Galveston to Miller's Landing	City of Bend Streets Department (in conjunction with Bend Park and Recreation District)	City of Bend Street Preservation Program	All available: \$319,468 <i>Est. unmet need of &gt;\$336,396 (\$1.04M est. project cost in 2017 minus \$703,604 BPRD funds)</i>

Summary of project: Improve segment of DRT at Riverfront Street connecting Drake Park and Miller's Landing Park. The roadway condition is beyond cost effective street maintenance treatments and is in need of reconstruction. The DRT segment at this location uses narrow, poor condition urban sidewalks that are missing curb ramps and cross many residential driveways, with utilities and fire hydrants creating barriers to pedestrian needs. The project

seeks to combine efforts between City of Bend Streets Department and BPRD to improve this segment of the DRT and Riverfront Street as a complete street capital improvement project. As shown in the BPRD 2022-2026 Capital Improvement Program, the project has an unmet need of \$336,396 (estimated in 2017, so likely higher now) and seeks all available, returned funds (\$319,468). The City of Bend has indicated the ability to supplement remaining costs with street preservation funding and funds from the Utility Department.

### **Other Remaining Unused STBG Funds**

A remaining balance of \$26,282 of FY2021 STBG funding exists resultant of estimated vs. actual STBG dollars allocated to the Bend MPO from ODOT in early 2021. While these funds are not “renounced STBG funding awards” applicable to the finalized policy language that this memo refers to, they do remain unused from a prior FFY and should be spent as the TAC and Policy Board see fit. Staff recommends that this remaining amount be considered for use in the TACs funding recommendation to the Policy Board.

Summary:

Total funds available:

\$319,468 (*renounced/returned FY2021 & 22 STBG awards*)

+ \$26,282 (*remainder of FY2021 STBG 'estimated vs actual'*)

\$345,750

2017 est. project cost: \$1.04M (*likely higher today*)

BPRD funding: \$703,604

Unmet need: >\$336,396

City likely able to supplement remaining costs with street preservation funding and Utility Dept. funds, although any additional, available funding (\$26,282) would be useful.

Language for Motion: *I move to recommend approval to the Policy Board for \$345,750 in available STBG funds to be used for the City of Bend Street Preservation Program Riverfront Street / Deschutes River Trail complete street capital improvement project.*