
AGENDA
Bend Metropolitan Planning Organization
Policy Board

Date: December 15, 2023

Time: 12:00 – 1:30 pm

Location: **Hybrid meeting**

In-Person Location: ODOT Region 4, Building M, 63055 N. Highway 97, Bend, Baney Conference Room (use the DMV entrance on Mervin Sampels Road and Bldg. M is straight ahead)

Virtual Option: <https://bendoregon.gov.zoom.us/j/85069556288?pwd=TkFXb2lEQkxNV3JvQ0pxV09GTDNhZz09>
Webinar ID: 850 6955 6288; Passcode: bmpo

Phone Option: 1-888-788-0099, Enter webinar ID: 850 6955 6288 and Event Passcode: bmpo (*The ID and password are not typically required*)

YouTube Option: <https://youtube.com/live/R1kUZoU0WyU?feature=share>

Contact: Tyler Deke at (541) 693-2113 or tdeke@bendoregon.gov

1. **Call to Order & Introductions** **Chair Campbell**
2. **Hybrid Meeting Guidelines** **Tyler Deke**
3. **Public Comment** **Chair Campbell**

Action Items

4. **Meeting Minutes** **Chair Campbell**
Review and approve the November 17, 2023, Policy Board draft meeting minutes (**Attachment A**).
Recommended Language for Motion: I move approval of the November 17, 2023, Policy Board draft meeting minutes as presented.
5. **MPO Budget Committee Community Member Appointment** **Chair Campbell**
Background: There are openings for local residents to serve on the Bend MPO Technical Advisory Committee (TAC) and Budget Committee. Calls for

applications to join were advertised through news releases, web site messaging and emails to interested party lists.

Attachments: None.

Action Requested: Appoint resident to serve on the Budget Committee.

Recommended Language for Motion: I move approval of [name] to serve a 2-year term on the Budget Committee.

Information Items

6. STBG Project Status Updates Henry Stroud, Sharon Smith, Robin Lewis and David Abbas

Background: In 2020 and 2022, the MPO conducted competitive project application processes awarding a portion of its annual Surface Transportation Block Grant (STBG) allocations to selected projects. Recipients will give updates on projects funded with FY 2021 thru FY 2024 dollars.

Attachments: None.

Action Requested: None. Information item.

7. School Zone Speed Limits & Safety Overview Janet Hruby & David Abbas, City of Bend

Background: City of Bend staff will provide an overview of the school zone speed limit law, signage and safety improvements.

Attachments: None. Information about Oregon school speed limits is available on the following site: <https://www.oregon.gov/odot/engineering/pages/school-zones.aspx>.

Action Requested: None. Information item.

8. Bend Pedestrian Network Implementation Plan Overview Janet Hruby, City of Bend

Background: The Bend Pedestrian Network Implementation Plan was completed earlier this year. The Plan identified the areas of greatest need for pedestrian infrastructure, inventoried those areas to identify missing or incomplete infrastructure, and prioritized areas for infill and/or improvement projects needed to create a complete pedestrian network. Staff will provide an overview of the plan.

Attachments: None. The plan is available on the following site: <https://www.bendoregon.gov/government/departments/transportation-mobility/traffic-engineering/pedestrian-network-plan>.

Action Requested: None. Information item.

9. Other Business Chair Campbell & Staff

- 2024 Policy Board meeting schedule.
- Technical Advisory Committee & Budget Committee – resident openings.
- Policy Board member meeting topic requests.
- The next scheduled meeting of the Policy Board is January 19th at 12 noon. Note - this will be a 2-hour meeting.

10. Public Comment Chair Campbell

11. Adjournment



Accessible Meeting/Alternate Format Notification

This meeting event/location is accessible. Sign or other 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 at no cost. Please contact Kelli Kennedy no later than 24 hours in advance of the meeting at (541) 693-2122 or kkennedy@bendoregon.gov. Providing at least 2 days-notice prior to the event will help ensure availability.



Policy Board

Draft Minutes

November 17, 2023

ODOT Region 4, 63055 North Highway 97,
Building M – Baney Conference Room, Bend, Oregon

Link to meeting:

https://youtube.com/live/amHrNI_zy3s?feature=share

Present during the meeting (in person and virtually) were:

Policy Board Members: **BMPO Chair** Barb Campbell; **Vice-Chair** *Phil Chang absent, Deschutes County Commissioner*; Ariel “Ari” Mendez, *Bend City Council*; Mike Riley *absent, Bend City Council*; Bob Townsend, *Oregon Department of Transportation (ODOT) Region 4 Area Manager*

Policy Board Alternates: Chris Doty, *Deschutes County Road Dept Director (alternate for BMPO Vice-Chair Phil Chang)*

MPO Staff: Tyler Deke, *Manager*; Andrea Napoli *absent, Senior Planner*; Kelli Kennedy, *MPO Staff*

Visitors: Greg Bryant, *Deschutes River Woods*; John Heylin, *Bend resident*; Ashley Bryers, *Federal Highway Administration (FHWA)*; Tory Carr, *City of Bend, Senior Budget & Financial Analyst*; Charles “Chuck” Swan, *City of Bend, Street Division Manager*; Jim Scholtes, *ODOT District 10, Assistant District 10 Manager*;

Media: Jillian Fortner, *NewsChannel 21/KTVZ, Multimedia Journalist*

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

1. **Call to Order and Introductions**

Chair Campbell called the regular meeting of the Bend Metropolitan Planning Organization (Bend MPO) Policy Board to order at 12:04 p.m., Friday, November 17, 2023, with a quorum of member jurisdictions present (3 of 3).

2. **Hybrid Meeting Guidelines**

Mr. Deke reviewed the meeting guidelines.

3. **Public Comment**

None.

ACTION ITEMS

4. **Meeting Minutes**

Materials: October 20, 2023, Policy Board draft meeting minutes (Attachment A).

Motion 1 (3/0/0): Mr. Mendez moved approval of the October 20, 2023, Policy Board draft meeting minutes as presented. Mr. Townsend seconded the motion which passed unanimously.

5. **2023-2024 Budget Adjustment- Tory Carr & Tyler Deke**

Background: The proposed supplemental budget adds funding to the BMPO FY24 Budget. The proposal will increase beginning working capital and expenditure appropriations by \$320,000 for COVID relief funding that was 2 originally anticipated to be

awarded in fiscal year 2023. The COVID relief funding was received in fiscal year 2022 and the total original funding amount (\$1,500,900) is now anticipated to be awarded in fiscal year 2024. The awards will be recorded in Expenditures as the funds are dispersed to external grant recipients. The supplemental budget will decrease Transfers and increase expenditure appropriations in Materials & Services for the COVID Relief Program by \$1,180,900 to align the budget with accounting procedures.

Attachments: Issue summary and Resolution 2023-05 to adopt the budget amendment (Attachment B). 2023-2025 Unified Planning Work Program (UPWP) Addendum (Attachment C). The Budget and UPWP are posted on the BMPO website: <http://www.bendoregon.gov/mpobudget>.

Action Requested: Review and consider approval of the proposed budget amendment (via Resolution 2023-05).

Tory Carr, City of Bend Senior Budget & Financial Analyst, presented the background and adjustments for the 2023-2024 Budget via PowerPoint.

Motion 2 (3/0/0): Mr. Mendez moved approval of the 2023-2024 Supplemental Budget by way of Resolution 2023-05. Mr. Townsend seconded the motion which passed unanimously.

6. **2024-2027 Metropolitan Transportation Improvement Program (MTIP) Amendments –Tyler Deke**

Background: Background: Several amendments are proposed to the 2024-2027 MTIP. The amendments reflect new funding, changes to an existing project, and the addition of several existing projects. Staff will review each project. The amendments were noticed on the bendoregon.gov website and through email notification to the MPO email lists and news media. Any comments received will be discussed at the Board meeting.

Attachments: Public notice, which includes a summary of the proposed amendments (Attachment D).

Action Requested: Review and consider approval of the proposed amendments.

Tyler Deke, MPO Staff Manager, presented an overview of the seven proposed amendments via PowerPoint, highlighting the details of the new projects to be added to MTIP, the major changes to an existing project, and the existing projects to be added to MTIP. He also added that a public comment period of 21 days began last October 16th and there were no comments received to date.

Policy Board discussion covered the distinction between mobility hubs and mobility points, who would own the capital improvement, maintenance, operating the equipment in mobility points, and requirements around maintenance and serviceability.

Mr. Townsend added that the Hawthorne Overcrossing is only step one of about 10 steps and that an agreement to partner should be coming to a subsequent meeting.

Motion 3 (3/0/0): Mr. Mendez moved approval of the amendments to the 2024-2027 Bend MPO Metropolitan Transportation Improvement Program as presented. Mr. Townsend seconded the motion which passed unanimously.

7. **Federal COVID Funding Update – Tyler Deke**

Background: The MPO was awarded COVID funding through the federal Consolidated Appropriations Act, 2021. Earlier this year, the Policy Board awarded funding to the City of Bend to purchase several items, including a small street/bike lane sweeper, a “Toolcat” for snow removal in bike lanes and sidewalks, and a snowplow blade. The City has cost estimates for these items and is requesting minor modifications to the approved items list. Staff will review the projects and the proposed modifications.

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

Action Requested: Review and consider approval of the proposed project modifications.

Mr. Deke provided the background of the funding allocations via PowerPoint. Included in his presentation were the sweeper and Toolcat update, a request to allocate remaining funding towards a transport trailer, an update on the status of the plow blade purchase, and a request to purchase a snow gate instead of the snowplow blade. He answered clarifying questions on the funding balances presented.

Charles “Chuck” Swan shared the effectiveness of the existing snow gate used in the previous winter and noted that the inability to purchase the snowplow blade would not be an issue.

Motion 4 (3/0/0): Mr. Mendez moved approval of the City of Bend requests to use the street sweeper balance of funding to purchase a transport trailer and to reallocate the snowplow blade funding to purchase a snow gate. Mr. Townsend seconded the motion which passed unanimously.

INFORMATIONAL ITEMS

8. **ODOT Operations and Maintenance Funding Issues- Bob Townsend, ODOT**

Background: ODOT has relied on gas tax revenue to maintain the transportation system, but that revenue is declining. People are buying hybrid and electric vehicles and gas-powered vehicles are getting more efficient. Meanwhile, the cost of building and maintaining the system is increasing significantly. In response to this structural funding issue, ODOT is reducing its expenses and services. Bob Townsend will discuss how these reductions will impact maintenance and operations in Central Oregon.

Attachments: ODOT Region 4 service reductions factsheet (Attachment E) and ODOT District 10 winter maintenance map (Attachment F).

Action Requested: None. Information item.

Bob Townsend, Oregon Department of Transportation (ODOT) Region 4 Area Manager, presented the District 10 Winter Level of Service explaining the different levels of service indicators as shown on the map. He explained the level of service mapping for different state highways, highlighting reductions due to budget and staff cuts. He emphasized that while there are some reductions, they were relatively minor, and the public may not notice significant changes during typical winter storms. He also shared the importance of communicating the right message to the public, especially regarding winter service levels.

Mr. Scholtes joined the meeting at this time.

Mr. Deke expressed concern about potential significant reductions in pavement preservation work from 2027 to 2030 as outlined in ODOT's future plans. Allowing degradation may result in increased maintenance costs in the long term. He emphasized the importance of considering the long-term impact on the state highway system and the potential funding needs for maintenance.

Mr. Townsend highlighted the immediate impact of reduced state funding on winter maintenance and emphasized the long-term consequences for roadway maintenance and federal capital projects. Without federal dollars, maintaining and initiating capital improvement projects would become more expensive. Explaining these effects to the public would be challenging as the significant costs become apparent over time.

Jim Scholtes, ODOT Assistant District 10 Manager, emphasized that the current funding impact would be short-term or roughly three to four months, with immediate concerns focused on incidents on highways. However, there would be a potential year-round impact, affecting response times and services for the traveling public.

Mr. Scholtes left the meeting at this time.

Mr. Townsend addressed questions regarding the projections and explained funding mechanisms such as increasing the gas tax or exploring alternatives like vehicle miles traveled to consider the decline in gas tax revenue, and the impact of more fuel-efficient vehicles and electric cars. He also answered questions about the definition of "declining" revenue, with the acknowledgment that revenue in total dollars may be increasing, but it does not account for the growing cost of maintaining road infrastructure based on the projections. He also reiterated the importance of accurate messaging and public education regarding the budget cuts and their effects.

Councilor Mendez suggested collaborating with partners, including the Forest Service, Mount Bachelor, and other cities in the region to explore transit as a safe travel option. The idea of increasing shuttle services to destinations like Mount Bachelor or Madras was highlighted as a potential policy question worth exploring further as it could have an impact on overall safe travel.

9. Other Business- Chair Campbell and Staff

- World Day of Remembrance for Road Traffic Victims: Councilor Mendez announced that the World Day of Remembrance for Traffic Victims is commemorated on the 3rd Sunday of November each year and read through the Proclamation that was presented in the City Council meeting.
- 2024 Policy Board meeting schedule: There would be an email sent out to gather feedback on the current meeting schedule. Chair Campbell requested Mr. Deke to contact the City Manager and Mayor outlining the current situation and discussing whether to involve the City of Bend's third representative.
- Metropolitan Transportation Plan update: Mr. Deke announced that updating the long-range plan is ongoing and a couple of public events held last month had high

engagement. He added that the goal of the planning process was to synthesize all the planning documents that were generated over the last five years. The master list of projects will be taken to TAC in January to start discussions on expected forecast revenue and a single plan for the MPO that looked out to the year 2045. The Board is expected to receive an update in January, as well.

- Federal Safe Streets and Roads for All (SS4A) Grant: Mr. Deke stated that the MPO had secured Federal Safe Streets and Roads for All Grant, but details about the availability of funds are pending communication from the Federal Highway Administration. These grants support safety action plans across Central Oregon. Despite concerns about safety progress, existing safety plans have made substantial efforts, and upcoming safety plans aimed to build on this progress.
- ODOT Safety Grant: Mr. Deke announced that the MPO had submitted an application for an education and outreach grant, and discussions were underway to determine the most effective use of the funds. Meetings were planned after the Thanksgiving holiday to discuss shaping strategies for utilizing the grant money as Councilor Mendez had raised questions about the use of the funding, prompting a collaborative effort to address concerns and optimize the use of the allocated funds.
- Technical Advisory Committee & Budget Committee – resident openings: The Technical Advisory Committee and Budget Committee each had one opening for residents. Despite efforts to publicize the vacancies, there had been no applicants yet. Presented as a dual role, the preference was for one person to apply for both positions. The deadline is currently November 22nd, which will be extended.

The City of Bend is also seeking individuals for the Core Area Advisory Board. The MPO requested to participate in promoting these opportunities through various channels.

- Policy Board member meeting topic requests: Chair Campbell's request for information on school zones had been noted. Mr. Deke announced that David Abbas and Janet Hruby were scheduled to provide updates on this topic in December. Chair Campbell stated that there was no rush on the matter as the program was ongoing and not all schools were currently involved.
- The next scheduled meeting of the Policy Board is December 15th at 12:00 p.m.

10. Public Comment

None.

11. Adjournment

With no further business, Chair Campbell adjourned the meeting at 1:20 p.m.