



# Agenda

## BMPO Technical Advisory Committee

July 1, 2025  
Hybrid Meeting

### Location

Board Room, Bend City Hall  
710 NW Wall, Bend, Oregon

### Zoom webinar

Webinar ID: 850 1885 8801  
Passcode: bendmpo  
Phone: 1-888-788-0099

### YouTube livestream

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10:00 a.m. Technical Advisory Committee (TAC) Meeting

Start Time	Item	Information	Presenters
10:00	1. Call to Order & Introductions		Tyler Deke, BMPO
10:05	2. Hybrid Meeting Guidelines		Tyler Deke
10:07	3. Public Comment		Tyler Deke
10:10	4. Meeting Summary	<b>Attachments/Links</b> Attachment A: TAC draft meeting summary for June 3, 2025.  <b>Action Requested</b> Review and approve the draft meeting summary.  Recommended language for motion: <i>I move approval of the June 3, 2025, TAC draft meeting summary, as presented.</i>	Tyler Deke

10:12	5. Oregon Federal Lands Access Program (FLAP) – Draft Statewide Needs Assessment	<p><b>Background</b> The FLAP provides funding to state and local transportation system owners in support of projects and programs that maintain and improve access to federal lands. Federal Highway Administration (FHWA) Western Federal Lands recently completed development of a Statewide Needs Assessment. FHWA staff will provide an overview of the Needs Assessment.</p> <p><b>Attachments/Links</b> Link to <a href="#">Oregon FLAP Statewide Needs Assessment website</a>. Link to <a href="#">Draft Oregon FLAP Needs Assessment document</a>.</p> <p><b>Action Requested</b> None. Information item.</p>	Jamie Lemon, FHWA Western Federal Lands
10:50	6. TAC Bylaws Amendments	<p><b>Background</b> The Policy Board and staff have discussed potential changes to the BMPO TAC Bylaws at several meetings over the past 2 years. Staff will review the proposed changes to the TAC Bylaws.</p> <p><b>Attachments/Links</b> Attachment B: Draft TAC Bylaws.</p> <p><b>Action Requested</b> Review the proposed changes and consider making a recommendation to the Policy Board to adopt the revised Bylaws.</p> <p>Recommended language for motion: <i>I move that the TAC recommend approval of the draft TAC Bylaws to the BMPO Policy Board as presented (or with modifications).</i></p>	Tyler Deke
11:05	7. Member & Guest Roundtable	<p>Time for TAC members to:</p> <ul style="list-style-type: none"> <li>Provide updates on current projects and planning efforts.</li> <li>Request/suggest future agenda topics.</li> </ul>	TAC Members
11:25	8. Public Comment		Tyler Deke
11:28	9. Next TAC Meeting	The next meeting of the BMPO TAC is scheduled for August 5, 2025, at 10:00 a.m.	Tyler Deke
11:30	10. Adjourn		Tyler Deke



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# Meeting Summary

## BMPO Technical Advisory Committee

Location: Board Room (City Hall)  
710 NW Wall Street, Bend, Oregon  
Date: June 3, 2025  
Time: 10:00 a.m.  
Prepared by: ABC Transcription Services, LLC.

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## In Attendance

### Voting Members

1. Paul Dean, Bend-La Pine Schools (BLS)
2. Quinn Keever, Bend Park and Recreation District (BPRD)
3. Eric Lint, Cascades East Transit (CET)
4. Greg Bryant, Citizen Representative
5. James Dorofin, Citizen Representative
6. Susanna Julber, City of Bend
7. Brian Potwin, Commute Options
8. Tarik Rawlings, Deschutes County
9. Neil Baunsgard, Deschutes County Bicycle and Pedestrian Advisory Committee (BPAC)
10. Ken Shonkwiler, ODOT Region 4

### Non-Voting Members

1. Angie Brewer, Department of Land Conservation & Development (DLCD)
2. Tyler Deke, BMPO Manager

### BMPO Staff and Other Attendees

1. Andrea Napoli, BMPO Senior Planner
2. Kelli Kennedy, BMPO Program Coordinator
3. Chi Mai, ODOT Transportation Planning Analysis Unit (TPAU)
4. Becky Knudson, ODOT TPAU
5. Dave Green, Deschutes County BPAC
6. Don Morehouse, ODOT Region 4

## Notes

### 1. Call to Order and Introductions

Manager Deke called the meeting to order at 10:03 a.m. with a quorum established.

**2. Hybrid Meeting Guidelines**

Manager Deke reviewed the meeting guidelines.

**3. Public Comment**

There was none.

**4. Meeting Summary**

Materials referenced: April 1, 2025, TAC draft meeting minutes (Attachment A in the agenda packet).

**Motion 1:** Greg Bryant moved approval of the April 1, 2025, TAC draft meeting summary as presented. Eric Lint seconded the motion which passed 10 to 0.

(Ayes: Dean (BLS), Keever (BPRD), Lint (CET), Bryant (Community Member), Dorofin (Community Member), Julber (City of Bend), Potwin (Commute Options), Rawlings (Deschutes County), Baunsgard (Deschutes County BPAC), Shonkwiler (ODOT). Nays: None. Abstain: None.)

**5. 2024 Statewide Congestion Report Overview**

Materials referenced: A link was provided to the [2024 Statewide Congestion Report](#).

Chi Mai presented the 2024 Statewide Congestion Report and shared maps detailing levels of congestion and reliability of routes in Bend and statewide, noting congestion in Bend was mostly caused by signal operations.

Becky Knudson shared transportation system use data from the 2024 Statewide Congestion Report, describing the need for decision makers to have reliable data to lay the foundation for policies that accommodate household, commercial, and freight travel needs, support economic growth, and meet mobility-related performance measures amidst the recent increase in population, employment, and vehicle miles traveled (VMTs) in Bend.

Questions and comments were addressed about providing statewide data rather than local MPO data due to unreliable rural road use measurements; exploring travel demand model scenarios for the Bend area to inform priorities, investments, and land use planning; uncertainty whether the methodology differentiated between roundabouts and signals; use of data from 2023 and possible changes in the upcoming 2026 congestion data after completing large projects like the North Corridor Project; encouraging City Engineers and Planners to use the ODOT analytics platform to track trends before and after projects; inability to separate transit data from general vehicle traffic data; the goal to reduce VMTs by capita over time; and the complex relationship between road capacity and demand being further impacted by fuel and vehicle costs, availability of other transit options, and land use situations.

**6. State Highway Fund (SHF) Program: Application Criteria Update**

Materials referenced: SHF Project Application Criteria and Scoring Memo (Attachment B in the agenda packet).

A link was provided to the [BMPO SHF Program webpage](#).

Senior Planner Napoli presented background on the SHF Program and reviewed the criteria used during previous 2020 and 2022 project application processes, noting revisions suggested

by Staff. She asked Committee members to provide feedback regarding the criteria to be recommended to the Policy Board for the 2025 call for projects.

Staff and Committee members discussed scoring applications according to how a project would reduce car crashes or enhance safety, noting previously funded projects were primarily small bicycle and pedestrian improvements. Also discussed was keeping the criteria broad to accommodate different project types; clarifying project scoring and ranking; the impacts of recent signal improvements on Franklin Ave at the Wall St and Bond St the intersections; the distinction between state and federal purview when withholding funding for projects advancing equity; and coordinating with applicants to schedule funding for projects.

Board members considered potential revisions to the SHF project application criteria (Attachment B) and agreed to:

- Keep Criteria 1, 5, 6, and 7 unchanged
- Revise Criterion 2 as follows:
  - Add “and those who do not drive”
  - Increase its maximum point value to ten
  - Delete “multiple users”
  - Delete “drivers”
- Revise Criterion 3 by adding “and/or reliability” and revising the language to “without increasing lane capacity”
- Delete Criteria 4, 8, and 9

Staff would send the revised SHF project application criteria to Committee members via email.

**Motion 2:** Quinn Keever moved to recommend the project application criteria and scoring for the 2025 call for projects as revised to the Policy Board for approval. Greg Bryant seconded the motion which passed 10 to 0.

(Ayes: Dean (BLS), Keever (BPRD), Lint (CET), Bryant (Community Member), Dorofin (Community Member), Julber (City of Bend), Potwin (Commute Options), Rawlings (Deschutes County), Baunsgard (Deschutes County BPAC), Shonkwiler (ODOT). Nays: None. Abstain: None.)

## **7. TAC Bylaws Amendments**

Materials referenced: Draft TAC Bylaws (Attachment C in the agenda packet).  
This item was not addressed due to time constraints.

## **8. Member & Guest Roundtable**

This item was not addressed due to time constraints.

## **9. Public Comment**

There were no public comments.

## **10. Next TAC Meeting**

The next meeting of the BMPO TAC is scheduled for July 1, 2025, at 10:00 a.m.

## **11. Adjourn**

Manager Deke adjourned the meeting at 11:32 a.m.

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Bend Metropolitan Planning  
Organization Technical Advisory  
Committee (TAC)

**AMENDED BYLAWS**

Effective May 16, 2025

**Article I**

Name

This Committee shall be known as the Technical Advisory Committee ("TAC") to the Bend Metropolitan Planning Organization ("BMPO"). The TAC was established in October 2004.

**Article II**

Purpose

The purpose of the TAC is to:

- Provide technical expertise in determining work program needs and major regional transportation studies to be undertaken;
- Assist in the development of plans, policies, and projects related to the regional transportation system of the BMPO area;
- Provide a forum for technical critique and input on the products and processes associated with the regional transportation planning program for the BMPO area; and
- Provide a coordinated, interdisciplinary technical perspective to the development and implementation of regional transportation planning activities.

**Article III**

Responsibilities

Responsibilities of the TAC include:

- A. Annually review work program objectives, assist in development of the Unified Planning Work Program (UPWP), and make a formal recommendation to be forwarded to the Policy Board for adoption.
- B. Review the Metropolitan Transportation Plan (MTP) document, amendments, and Refinement Plans as required, recommend changes as necessary, and make a

formal recommendation to be forwarded to the Policy Board for adoption.

- C. Coordinate and review the development and production of the BMPO Metropolitan Transportation Improvement Program (MTIP), identify appropriate amendments as necessary, and make a formal recommendation to be forwarded to the Policy Board for adoption.
- D. Assist in reviewing work programs and study designs and recommend priorities of technical studies to carry out work programs.
- E. Review technical aspects of plans and studies at key decision points.
- F. Direct technical studies as necessary.
- G. Conduct other technical activities as required or requested by the BMPO Policy Board.

## **Article IV**

### Membership - Voting

A. The TAC shall consist of the following members or their designees:

Bend-La Pine Schools - 1 member  
Bend Park and Recreation District – 1 member  
Cascades East Transit – 1 member  
Community members – 2 members  
Commute Options – 1 member  
City of Bend – 1 member  
Deschutes County – 1 member  
Deschutes County Bicycle and Pedestrian Advisory Committee – 1 member  
Oregon Department of Transportation – 1 member  
Oregon State University-Cascades – 1 member  
BMPO Manager (nonvoting)  
**Central Oregon Community College (nonvoting)**  
Department of Land Conservation and Development (nonvoting)  
Federal Highway Administration (nonvoting)  
Federal Transit Administration (nonvoting)

All TAC members or designees, except Community members, shall be staff of the listed entities and shall be appointed by the entity. Community members shall be appointed by the BMPO Policy Board.

The BMPO Policy Board may appoint nonvoting members that represent alternate travel modes, the business community, freight community, or other interests deemed appropriate. Nonvoting members can participate in all

discussions and deliberations of the TAC. Nonvoting members shall have no vote and shall not make or second motions.

B. Community members

1. The BMPO Policy Board shall seek Community members through an application process.
2. A subcommittee of the Policy Board shall review the applications and make a recommendation to the full Policy Board for consideration and approval. Subcommittee meetings shall comply with the Oregon's Public Meetings Laws.
3. Community members shall serve staggered 3-year terms ending on June 30 to align with the business years of the BMPO.
4. Community members may be reappointed for a second consecutive term. Policy Board consideration of reappointment of a community member to a second consecutive term does not require completion of the application process.
5. Community members interested in serving more than 2 consecutive terms must participate in the standard application process in order to be considered.
6. During consideration for appointment, the Policy Board may give preference to applicants who also serve, or have applied to serve, as community members on the Budget Committee.
7. A Community member with four or more total absences from regular meetings during a twelve-month period may be removed from the TAC at the discretion of the BMPO Policy Board.
8. Community members should reside within the BMPO boundary. The BMPO Policy Board may, at its discretion, appoint members that reside outside the BMPO boundary if they are from areas that could become part of the BMPO or be directly impacted by projects planned by the BMPO.

C. A quorum shall consist of a majority of voting members. Upon declaration that a quorum exists, a majority of votes from voting members in attendance at the meeting shall constitute a formal decision of the committee. Phone participation, when possible, will be considered as attendance and therefore count toward the number for a quorum.

D. The BMPO Manager or designee will act as the Chair.

E. The Chair of the TAC shall coordinate with existing committees, appoint subcommittees as required, and specify assignments and deadlines of subcommittee reports.

F. Voting shall be conducted according to *Robert's Rules of Order*.

## Article V

## **Meetings**

Regular meetings shall be held monthly at a date and time established by the majority of the TAC members. However, meetings may be held on an "as needed" basis and may be cancelled if there are insufficient agenda items. Notice of cancellation of or change of meeting date or time shall be at least five (5) business days in advance of the regularly scheduled meeting. All meetings shall be conducted in accordance with the most current version of *Robert's Rules of Order* and Oregon's Public Meetings Law.

## **Article VI**

### **Bylaws Amendments**

- A. Amendments to the Bylaws may be considered at any regular meeting of the TAC, provided that written notice of the proposed amendment is delivered, via U.S. mail or email, to each member of the committee not less than five (5) calendar days prior to such meeting.
- B. The TAC shall review the proposed amendments and make a recommendation to the BMPO Policy Board regarding adoption, by a majority vote, of the amended Bylaws, with or without modifications to the proposal.
- C. The Policy Board may adopt the amended TAC Bylaws by simple majority vote, following consideration of the TAC recommendation.