

Agenda

BMPO Technical Advisory Committee



November 4, 2025
Hybrid Meeting

Location

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

Zoom webinar

Webinar ID: 843 5335 7251
Passcode: bendmpo
Phone: 1-888-788-0099

YouTube livestream

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	Attachments/Links Attachment A: TAC draft meeting summary for October 7, 2025. Action Requested Review and approve the draft meeting summary. Recommended language for motion: <i>I move approval of the October 7, 2025, TAC draft meeting summary, as presented.</i>	Tyler Deke

10:12	5. State Highway Fund (SHF) Program: Project Application Evaluation and Funding Recommendation	<p>Background Project proposals submitted during the 2025 SHF Call for Projects were presented to the TAC at their October 7 meeting. BMPO staff and two TAC members have since evaluated and ranked each project application based on established criteria. Using this information as a starting point, staff will facilitate a discussion of other factors relevant to developing a funding recommendation for the BMPO Policy Board.</p> <p>Attachments/Links Attachment B: SHF Call for Projects, Application Evaluations, and Ranking memo. Link to SHF Program webpage.</p> <p>Action Requested Recommend projects for funding. Recommended language for motion: <i>I move to approve the SHF project funding recommendation, as presented.</i></p>	Andrea Napoli, BMPO
11:15	6. Member & Guest Roundtable	<p>Time for TAC members to:</p> <ul style="list-style-type: none"> • Provide updates on current projects and planning efforts. • Request/suggest future agenda topics. 	TAC Members
11:25	7. Public Comment		Tyler Deke
11:28	8. Next TAC Meeting	The next meeting of the BMPO TAC is scheduled for December 2, 2025, at 10:00 a.m.	Tyler Deke
11:30	9. 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: October 7, 2025
Time: 10:00 a.m.
Prepared by: ABC Transcription Services, LLC.

In Attendance

Voting Members

1. Paul Dean, Bend-La Pine Schools (BLS)
2. Quinn Kever, Bend Park and Recreation District (BPRD)
3. Bob Townsend, Cascades East Transit (CET)
4. Susanna Julber, City of Bend
5. James Dorofi, Community Member
6. Brian Potwin, Commute Options
7. Tarik Rawlings, Deschutes County
8. Neil Baunsgard, Deschutes County Bicycle and Pedestrian Advisory Committee (BPAC)
9. Ken Shonkwiler, Oregon Department of Transportation (ODOT) Region 4, left at 11:10 a.m.
10. Casey Bergh, Oregon State University-Cascades (OSU Cascades)

Voting Member Alternates

1. Michelle Rhoads, BLS, not acting as alternate
2. Dave Green, Deschutes County BPAC, not acting as alternate

Non-Voting Members

1. Tyler Deke, BMPO Manager

BMPO Staff and Other Attendees

1. Andrea Napoli, BMPO Senior Planner
2. Kelli Kennedy, BMPO Program Coordinator
3. Greg Bryant, member of the public
4. Janet Hruby, City of Bend
5. Derek Hofbauer, City of Bend
6. Steve Roti, Meissner Nordic Ski Club
7. Jovi Arellano, ODOT

Notes

1. Call to Order and Introductions

Manager Deke called the meeting to order at 10:06 a.m. with a quorum established.

2. Hybrid Meeting Guidelines

Manager Deke reviewed the meeting guidelines.

3. Public Comment

There were no public comments.

4. Meeting Summary

Materials referenced: September 2, 2025, BMPO TAC draft meeting minutes (Attachment A in agenda packet).

Motion 1: Brian Potwin moved approval of the September 2, 2025, TAC draft meeting summary as presented. Quinn Keever seconded the motion which passed 10 to 0.

(Ayes: Dean (BLS), Keever (City of Bend), Townsend (CET), Julber (City of Bend), Dorofi (Community Member), Potwin (Commute Options), Rawlings (Deschutes County), Baunsgard (BPAC), Shonkwiler (ODOT), Bergh (OSU Cascades). Nays: None.)

5. State Highway Fund (SHF) Program: Project Proposals – Applicant Presentations

Materials referenced: Memo, SHF Program, Project Application Presentations (Attachment B in the agenda packet).

A link was provided for the **BMPO SHF webpage**.

Senior Planner Napoli stated ten applications had been received during the 2025 SHF Call for Projects and applicants would present the project proposals and answer questions to prepare the TAC to develop a funding recommendation for the Policy Board at the next meeting.

Steve Roti, Meissner Nordic Ski Club, presented on the Bend-To-Meissner Sno-Park Shuttle Program which would begin as a pilot program from December 2025 through March 2026. \$25,000 of SHF funding was requested to expand the program in future years. He described how the project would meet SHF criteria and provided letters of support from the community.

Questions were addressed about parking for the shuttle located on Simpson Ave and Columbia St; having funding secured for the current winter season; plans to expand shuttle service next winter season based on the upcoming season's usage data; possibly providing shuttle services for local high school ski team practice sessions; and anticipating 32 weekend days during a typical ski season.

Brian Potwin, Commute Options, presented the Safe Routes to School program, describing the program's activities and benefits that aligned with the Bend Transportation Safety Action Plan (TSAP) and the Neighborhood Street Safety Program.

Questions were addressed about Safe Routes to School receiving funds during the last round of BMPO funding; using currently requested funds for continued program costs including materials, staff time, travel expenses, and creating safety kits for schools; addressing negative behaviors related to e-bikes by offering an online e-bike safety course and ensuring rules about e-bikes were known and enforced; outreach to community members without children in school, partly through the Oregon Friendly Driver program; and the partnership between Deschutes County and BLS with school nurses serving as the primary contact for safe driving curriculum.

Michelle Rhoads, BLS, presented the Pedestrian Safety Education project which partnered with Safe Routes to School to educate and encourage students to walk or roll to school and reduce single-occupancy vehicle trips. SHF funds were requested to purchase two additional pedestrian safety education kits and additional staff hours to increase the capacity to provide pedestrian safety education in schools and at community events.

Questions were addressed about outreach to parents of students to encourage walking to school; polls taken to learn why parents drop students off at school; recommended walking distances for elementary and secondary school students; providing input about active travel when considering school boundaries based on the recently updated Safe Routes to School Implementation Plan; and potentially creating more signage to increase public awareness of routes to school.

Michelle Rhoads presented the Bend Traffic Garden project which would create a vehicle-free space to teach and practice roadway safety and bicycle travel skills to the community. She also described the benefits of having a traffic garden as a community resource.

Questions and comments were addressed about potential locations for the Bend Traffic Garden; creating the first traffic garden as a community resource and hoping to build more in the future; creating a scalable, replicable traffic garden design to save costs on future traffic gardens; working with ODOT to determine whether the project was eligible for state or federal funding; potentially creating temporary traffic gardens with chalk; and identifying a location as a key factor in project feasibility.

Bob Townsend, CET, presented the Deschutes River Woods (DRW) Microtransit project and described how the 18-month pilot project providing transit services to underserved DRW residents would meet SHF criteria.

Questions were addressed about providing on-demand transit service in DRW; expanding connection from DRW to other transit routes; variability in the pilot program timeframe based on the potential payroll tax increase; estimating the number of riders who would use the DRW Microtransit service; likelihood that the DRW route would continue after the pilot program ends; the ability for transit vehicles to carry bicycles; key differences between the DRW Microtransit program and Dial-A-Ride; and designating pickup areas in DRW to avoid driving buses on unimproved roads.

Derek Hofbauer, City of Bend, presented the Travel Options Assessment and Engagement and described project goals and objectives which included engaging the community with surveys,

mailers, and events regarding modes of travel and meeting the required Climate Friendly and Equitable Communities (CFEC) performance targets and measures by 2050.

Questions and comments were addressed about City Staff assessing the community surveys in-house; using survey results to develop maps reflecting local routes and identifying barriers to choosing active travel modes; and focusing surveys on understanding the reasons behind travel choices rather than creating statistically valid data.

Janet Hruby, City of Bend, presented four sidewalk completion projects, located at NE 6th Street, NE Butler Market Road, NE Boyd Acres Road, and SE American Lane, that were part of a bigger corridor project filling in critical sidewalk gaps along Key Routes and Neighborhood Greenways to improve safety and increase connectivity for bicycles and pedestrians. Derek Hofbauer provided further details about how each sidewalk project would improve safety and connectivity in the surrounding area.

Questions were addressed about the City's hope to complete the sidewalk projects in-house and homeowners being responsible for performing winter maintenance for sidewalks not maintained by the City.

Senior Planner Napoli stated Staff and two TAC members from non-applying entities would score the applications before the November TAC meeting, during which the TAC would develop a funding recommendation for the Policy Board. Funding decisions would be made at the November or December Policy Board meeting. Protocol for declaring a conflict of interest was discussed.

6. 2026 TAC Meeting Schedule

Materials referenced: 2026 TAC Meeting Schedule Memo (Attachment C in the agenda packet).

Manager Deke stated the TAC could continue to meet on the first Tuesday of the month at 10:00 a.m. or move meetings to the first Thursday at 10:00 a.m.

TAC members consented by hand poll to continue meeting on the first Tuesdays of the month at 10:00 a.m. Staff noted the meetings would be in a different room.

7. Member & Guest Roundtable

There were no reports.

8. Public Comment

There were no public comments.

9. Next TAC Meeting

The next meeting of the BMPO TAC is scheduled for November 4, 2025, at 10:00 a.m.

10. Adjourn

Manager Deke adjourned the meeting at 11:45 a.m.



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MEMO

To: BMPO Technical Advisory Committee (TAC) Members

From: Andrea Napoli

Date: 10/27/2025

Re: SHF Call for Projects, Application Evaluations and Ranking

Background and Request

BMPO received ten project applications during the 2025 SHF Program Call for Projects with project presentations given at the October 7 TAC meeting. All projects were then scored against the established project application criteria. The results of the scoring are shown on the following pages. Using both the scoring results and other information, the TAC is expected to develop a funding recommendation for the BMPO Policy Board. **Note that voting TAC members from applying organizations must serve in their TAC member role by reviewing projects based on their benefit and importance to the entire BMPO area.**

Projects Submitted

Important Note: The Meissner Nordic Ski Club's Bend-to-Meissner Sno-Park Shuttle project will not move forward in this process due to being ineligible for state or federal funding.

Projects moving forward are listed below with links to each application, as well as a brief description of work to be funded.

- **Commute Options, Safe Routes to School**
 - Staff time and materials for youth safety education program, including instruction, events, and administering volunteer program.
- **Bend-La Pine Schools (BLS), Pedestrian Safety Education Safe Routes to School**
 - Purchase two pedestrian education mobile kits and fund .5 FTE staff position to implement youth safety program.
- **BLS, Bend Traffic Garden**
 - Design and construct miniature streetscape intended for youth safety education.
- **CET, Deschutes River Woods (DRW) Microtransit Pilot Project**



- On-demand public transportation to connect to Bend fixed route service.
- **City of Bend (COB), Travel Options Assessment, Education, and Engagement**
 - Staff time and materials to conduct a campaign to highlight newer multimodal infrastructure projects.
- **COB, NE 6th Street Sidewalk Connection on a Key Route and Neighborhood Greenway**
 - 2,700 linear feet (LF) of sidewalk infill between NE Innes Lane and NE Revere Avenue.
- **COB, NE Butler Market Sidewalk Connection and Enhanced Crossing for Safer Routes to School**
 - 3,750 LF of sidewalk infill, new crossing and pedestrian refuge island between NE Purcell Boulevard and NE Weeping Willow Drive.
- **COB, NE Boyd Acres Road Sidewalk Network Connection to Cooley Road**
 - 3,750 LF of sidewalk infill between Cooley Road and Double Peaks Road.
- **COB, SE American Lane Sidewalk Connection to Businesses and Schools**
 - 900 LF of sidewalk infill just south of Reed Market Lane.

TABLE 1: FUNDS REQUESTED BY FISCAL YEAR AVAILABLE

Applicant and Project Title (abbreviated)	FY28	FY29	FY30
Commute Options, Safe Routes to School (SRTS)	\$ 50,000	\$ 50,000	\$ 50,000
BLS, Pedestrian Safety Education SRTS	\$ 59,500	\$ 53,500	\$ 61,500
BLS, Bend Traffic Garden	\$ 66,550	\$ -	\$ -
CET, DRW Microtransit Pilot Project	\$ 120,000	\$ 60,000	\$ -
COB, Travel Options Assessment, Ed. & Engagement	\$ 20,000	\$ 20,000	\$ 20,000
COB, NE 6th Street Sidewalk Connection	\$ 131,000	\$ -	\$ -
COB, NE Butler Market Sidewalk Connection & Crossing	\$ -	\$ -	\$ 310,000
COB, NE Boyd Acres Road Sidewalk Connection	\$ -	\$ 215,000	\$ -
COB, SE American Lane Sidewalk Connection	\$ 77,000	\$ -	\$ -
TOTAL REQUESTED	\$ 524,050	\$ 398,500	\$ 441,500
Total Available	\$ 313,250	\$ 313,250	\$ 313,250
Total Remaining (shortfall)	\$ (210,800)	\$ (85,250)	\$ (128,250)

Project Application Scoring and Ranking

BMPO staff and two non-applicant TAC members reviewed and scored all applications, individually. Scoring was based on how well information in the applications and project presentations appeared to support each criterion. Results of the scoring are shown below in

order of highest to lowest average rank (ties in bold). **Note that the results are used to help the TAC evaluate projects and do not necessarily determine funding.** Other factors that may affect project selection (such as readiness, availability of other funding sources, need, etc.) will be discussed at the meeting.

Project criteria and available points:

- **Multiple Users (0-10 points):** Project increases system capacity, quality, and/or connectivity for cyclists, peds, transit users, and those who cannot drive.
- **Safety (0-6 points):** Project addresses a known safety concern or enhances safety.
- **System Efficiency (0-6 points):** Project increases system efficiency and/or reliability without increasing lane capacity and demonstrates a system-wide benefit.
- **Vehicle Miles Traveled (VMT)/Emissions Reduction (0-6 points):** Project reduces VMT and/or emissions.
- **Equity (0-6 points):** Project advances equity in transportation/provides benefit to transportation disadvantaged populations.
- **Cost Sharing/Other Funding Sources (0-3 points):** Project includes cost sharing and/or includes investment from other funding sources.

TABLE 2: PROJECT APPLICATION RANKING RESULTS, HIGH TO LOW (TIES IN BOLD)

Applicant and Project Title (abbreviated)	Scorer 1 Rank	Scorer 2 Rank	Scorer 3 Rank	Average
CET: DRW Microtransit Pilot Project	1	1	1	1.0
COB: NE Butler Market Sidewalk Connection & Crossing	2	2	2	2.0
COB: NE 6 th St. Sidewalk Connection	3	3	3	3.0
Commute Options: SRTS	4	7	3	4.7
COB: Travel Options Assessment, Ed. & Engagement	5	4	5	4.7
COB: NE Boyd Acres Rd. Sidewalk Connection	4	5	6	5.0
COB: SE American Ln. Sidewalk Connection	6	6	3	5.0
BLS: Pedestrian Safety Education SRTS	6	8	4	6.0
BLS: Bend Traffic Garden	7	9	7	7.7

All scoring sheets are available by request (as they do not meet accessibility for agenda packet).