

Meeting Minutes

BMPO Policy Board

Location: Baney Conference Room (ODOT Region 4 Headquarters, Building M)
63055 N. Highway 97, Bend, Oregon

Date: August 15, 2025

Time: 12:00 p.m.

Prepared by: ABC Transcription Services, LLC.

In Attendance

Members

1. Chair Ariel "Ari" Méndez, Bend City Councilor
2. Vice Chair Phil Chang, Deschutes County Commissioner
3. Mike Riley, Bend City Councilor
4. Omar Ahmed, Oregon Department of Transportation (ODOT) Central Oregon and Lower John Day Area Manager

BMPO Staff and Other Attendees

1. Tyler Deke, BMPO Manager
2. Andrea Napoli, BMPO Senior Planner
3. Kelli Kennedy, BMPO Program Coordinator
4. Bob Townsend, Cascades East Transit (CET)
5. Chris Doty, Deschutes County
6. David Abbas, City of Bend
7. Tory Carr, City of Bend
8. Kymala Lutz, City of Bend

Notes

1. Call to Order and Introductions

Chair Méndez called the meeting to order at 12:03 p.m. with a quorum established.

2. Hybrid Meeting Guidelines

Manager Deke reviewed the hybrid meeting guidelines.

3. Public Comment

There were no public comments.

4. Meeting Minutes

Materials referenced: September 19, 2025, BMPO Policy Board draft meeting minutes (Attachment A in agenda packet).

Motion 1: Phil Chang moved approval of the September 19, 2025, Policy Board draft meeting minutes as presented. Omar Ahmed seconded the motion which passed 3 to 0 to 1. (Ayes: Méndez (City of Bend), Chang (Deschutes County), Ahmed (ODOT). Nays: None. Abstain: Riley (City of Bend).)

5. Fiscal Year 2026 (FY26) Budget Adjustment – Public Hearing and Adoption

Materials referenced: Issue Summary (Attachment B in agenda packet).

Resolution 2025-04 to adopt the FY26 Budget Adjustment (Attachment C in agenda packet).

A link was provided to the [BMPO Work Plan & Budget webpage](#).

Manager Deke stated the additional funds in the Supplemental Budget were due to carrying forward State Highway Fund (SHF) revenues and COVID Relief funds as well as an increase in Federal Transit Administration 5303 funds.

Motion 2: Mike Riley moved approval of the Fiscal Year 2026 Supplemental Budget by way of Resolution 2025-04. Phil Chang seconded the motion which passed 3 to 0. (Ayes: Méndez (City of Bend), Chang (Deschutes County), Riley (City of Bend), Ahmed (ODOT). Nays: None.)

6. Earned Interest – FY26 Starting Balance Review and Allocation

Materials referenced: Earned Interest Memo (Attachment D in agenda packet).

Manager Deke stated earned interest received from holding COVID and SHF funds was currently unallocated. Staff recommended allocating \$133,000 to Reserves and \$2,000 to BMPO program costs not covered by federal funding. He described the process for requesting to use Reserves through a Budget Adjustment.

Tory Carr explained that earned interest was not currently accounted for in the Budget and allocating the money to Reserves would leave it available for the Policy Board's discretionary use in the future.

The Board discussed the benefits of keeping a healthy Reserve Fund, especially considering the uncertainty of continuing federal surface transportation funding.

Motion 3: Mike Riley moved to allocate \$133,000 of the earned interest to Reserves and \$2,000 for BMPO operating costs not covered by federal funding. Phil Chang seconded the motion which passed 3 to 0.

(Ayes: Méndez (City of Bend), Chang (Deschutes County), Riley (City of Bend), Ahmed (ODOT). Nays: None.)

7. Bend Transportation Safety Action Plan (TSAP) Update – Consultant Contract Approval

Materials referenced: Notice of Intent to Award (Attachment E in agenda packet).

Draft Contract (Attachment F in agenda packet).

Manager Deke stated a federal Safe Streets and Roads for All grant had been received to fund the Bend TSAP update. Kittelson and Associates was selected to provide consultant services for the process beginning in October 2025 with substantial completion anticipated by April 2027.

Questions were addressed about the potential to tighten the approximately 18-month timeframe to complete the update; the previous TSAP update completed in 2019; delays due to the procurement process; including deaths within 30 days after a crash due to injuries in the definition of a crash fatality; the purpose for completing separate TSAP updates with little redundancy in the scopes of the City, County, State, and ODOT TSAPs; and potential for more frequent interim updates between TSAP updates to keep data relevant.

Board members requested a status update on the TSAP from Kittelson and Associates at the December Policy Board meeting, if possible.

Motion 4: Omar Ahmed moved to authorize a contract with Kittelson and Associates for the Bend TSAP Update in an amount not to exceed \$234,931 in substantially the form presented to the Policy Board. Phil Chang seconded the motion which passed 3 to 0.
(Ayes: Méndez (City of Bend), Chang (Deschutes County), Riley (City of Bend), Ahmed (ODOT).
Nays: None.)

8. Metropolitan Transportation Improvement Program (MTIP) Amendments

Materials referenced: Public notice with summary of the proposed amendments. (Attachment G in agenda packet).

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

Kelli Kennedy presented three amendments to the 2024 – 2027 MTIP and provided details regarding the proposed changes to a project between 1st St and 6th St on Greenwood Avenue, a multi-use trail from Baker Road to Lava Butte, and the Larkspur Path School Connection project. No comments were received during the 21-day comment period.

Omar Ahmed described the federal requirement for ODOT to commit to construction after reaching a certain point in design using federal dollars. He confirmed the construction phase for work on Greenwood Ave was only temporarily canceled and ODOT's work would tie into the City's impending new crossing design at the intersection of Greenwood Ave and 2nd St. He explained the purpose of ODOT's 2024 rebalancing effort and the increased costs of the Lava Butte Trail.

The Board discussed ensuring the multi-use trail was well connected within the City; the uncertainty of getting sidewalks and bicycle lanes along Knott Rd; the location of the multi-use path beginning at Knott Rd and ending at the High Desert Museum; the City's planning jurisdiction over Knott Rd; and the City Council Goal to begin work next year on developing a Walking Masterplan and a Biking Masterplan.

Motion 5: Mike Riley moved approval of the proposed amendments to the 2024 – 2027 MTIP as presented. Omar Ahmed seconded the motion which passed 3 to 0.

(Ayes: Méndez (City of Bend), Chang (Deschutes County), Riley (City of Bend), Ahmed (ODOT). Nays: None.)

9. Establishment Intergovernmental Agreement (IGA) and Policy Board Bylaws – Effective Date
Materials referenced: Policy Board Bylaws Memo (Attachment H in agenda packet).

Amended Policy Board Bylaws adopted in June 2025 (Attachment I in agenda packet).

Manager Deke stated the Policy Board had recommended modifications to the BMPO Establishment IGA and directed Staff to initiate the IGA amendment process in April 2025. The Board approved changes to the Policy Board Bylaws, including changes to membership and voting structure, in June 2025. Staff met with legal counsel from the BMPO and the City of Bend and determined some components of the amended Bylaws could not go into effect until the IGA update process was complete. He presented three options for the Board's consideration, noting CET's voting-member status would be impacted.

The Board discussed the time and effort invested into updating the Bylaws; making CET an ex-officio member of the BMPO until the IGA amendment process was complete; ODOT's perspective that an IGA amendment was not necessary to include CET as a voting member; and potential quorum issues for City representatives under the existing voting structure.

The Board consented to proceed with the second option presented, which would involve approving a modified, interim version of the June 2025 Bylaws; directing Staff to initiate a 30-day agency notice period; adopting the modified Bylaws at the November 2025 meeting; continuing the IGA amendment process; and operating under June 2025 Bylaws after the IGA amendment process was complete.

10. State Highway Fund (SHF) Program Call for Projects Update

Materials referenced: 2025 SHF Program Call for Projects Update, Applications Received Memo (Attachment H in agenda packet).

A link was provided to view submitted project applications at the **SHF Program webpage**.

Senior Planner Napoli said ten applications were received during 2025 SHF Call for Projects and she provided a brief description of each project application, noting the total amount requested exceeded the SHF program's allocated funding. Next steps would include confirming project eligibility with ODOT and criteria-based application scoring by Staff and two members of the Technical Advisory Committee (TAC). The TAC would provide a funding recommendation prior to the funding being awarded at the November 21, 2025 Policy Board meeting.

Questions were addressed about not having an identified location for the Bend Traffic Garden; Staff reaching out to applicants to discern which projects would rely on full funding and which projects could move forward using partial funding or other funding sources; and the upcoming funding decision applying to Fiscal Years 2028 – 2030.

11. State Legislative Session Update and Local Implications

Materials referenced: A link was provided to [House Bill 3991 \(downloadable PDF\)](#).

Manager Deke stated a Special Legislative Session was held resulting in approval of House Bill 3991. He described increases in gas taxes, payroll taxes, registration and titling fees, per-mile or flat-rate road usage charges for electric vehicles, and changes to heavy truck taxation and ODOT accountability and oversight. He shared estimated SHF revenue increases for Bend and Deschutes County, noting ODOT financial staff believed inflation would outpace revenue growth by the next biennium. He described efforts to initiate a referendum on House Bill 3991.

Questions were addressed about tracking miles through third-party service providers; potential hurdles to tracking road usage; administrative costs incurred to collect taxes and fees; the potential to use affidavits rather than tracking devices to acknowledge miles driven outside of Oregon; the difficulty of creating a foolproof tracking system, as evidenced by cheating in freight tracking systems; and CET's plans to improve transit service in Bend using the payroll tax funding increase, despite uncertainty over administrative rules potentially being applied to the funding, which may not be available to use until Fiscal Year 2027.

The Board discussed the likelihood and potential ramifications of a referendum process being initiated regarding House Bill 3991, including discontinued funding and ODOT program reductions and layoffs.

12. 2026 Policy Board Meeting Schedule – Tentative Dates

Materials referenced: 2026 Policy Board Meeting Schedule Memo (Attachment K in agenda packet).

The Board consented to continue meeting on third Fridays of every month at 12:00 p.m.

Manager Deke confirmed Staff would reach out to ensure meeting dates in June, July, and August would be compatible with ongoing City calendar updates. Alternative meeting dates would be scheduled, if necessary.

13. Other Business

Federal Lands Access Program (FLAP) grant update: Omar Ahmed reported no new information was received regarding 2027 – 2030 FLAP grant opportunities opening.

Title VI Plan Update status: Senior Planner Napoli reported adoption of the updated Title VI Plan would be pushed out until the December Policy Board meeting to allow Staff time to include minor changes requested by ODOT in the draft document.

BMPO/City of Bend IGA: Manager Deke reported legal counsel had recommended reviewing the IGA between the BMPO and the City of Bend and updating for further clarification. A draft IGA would be brought to the Board for approval in late 2025 or early 2026.

The next scheduled meeting of the Policy Board would be November 21, 2025, at 12:00 p.m. Potential topics would include SHF program project proposal presentations and awards and Bend Transportation Data program overview and funding request.

The Board discussed studying the SHF project proposals individually prior to the meeting and having Staff present the project proposals to save meeting time.

14. Public Comment

There were no public comments.

15. Adjourn

Chair Méndez adjourned the meeting at 1:45 p.m.



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