Meeting Minutes

CITY OF BEND

Transportation Bond Oversight Committee (TBOC)

Location: City Hall, Council Chambers

Date: Tuesday, November 28, 2023

Time: 4:00 PM – 6:00 PM

Facilitator: Garrett Sabourin

In Attendance

TBOC	Ex Officio	City Staff	Council Liaisons
Denise LaBuda	Henry Stroud (BPRD)*	Ryan Oster	Councilor Ariel Mendez*
Will Green	David Amiton (ODOT)*	Garrett Sabourin	
Scott Robinson (Vice-Chair)*		Christopher Coleman	
Gina Franzosa		Elizabeth Oshel	
Will Green		Russel Grayson	
Travis Widdifield*		Sarah Hutson	
Kim Ely			
Sean Perkins (Chair)			
Sharlene Wills*			

**Note: Attendees marked with * were present virtually.*

Old Business

1. **Review Previous (08/29/2023) Meeting Minutes**
   Denise LaBuda motioned to approve the August 29 meeting minutes, seconded by Gina Franzosa. The minutes were approved unanimously.

New Business

2. **Public Comment**
   There was no public comment.
3. **Committee Updates**
   Upcoming Council actions and public meeting opportunities:

- Initial contract approval for the Midtown Multimodal Connections & Streetscaping Project – Dec. 20, 2023
- Intergovernmental Agreement with ODOT for the administration of design and construction of the Hawthorne overcrossing – Dec. 20, 2023
- Bear Creek & 27th Street Improvements Project open house – Dec. 2023
- Bend Bikeway Project open house – Feb. 2024
- Community Building Subcommittee meeting (Safe Streets for All presentation) – Dec. 13, 2023, 12:00 – 2:00 PM
- Council Work Session concerning Capital Improvement Programs mid-biennium update – Jan. 17

Staff will distribute public meeting invites to TBOC members. In response to a question, the selected contractor team for the Midtown Multimodal Connections & Streetscaping Project is K&E Excavating. In response to a question, Community Building Subcommittee meetings are public meetings; no public comment is held. Will Green volunteered to appear in the January bond video update. A staffing update was provided regarding two new hires for the bond team. In response to a question, updates were shared regarding the Portland Avenue Project online informational open house.

4. Transportation Utility Fee and SDC Methodology Update

Sarah Hutson and Russell Grayson presented an update on the Transportation Fee Project and the system development charge (SDC) methodology update. Using slides, an overview explaining the Transportation Fee was presented, including goals, benefits for residents & businesses, and process/schedule. Using slides, an overview explaining SDCs and the SDC methodology update was presented, including process/schedule, reasons for update & objectives, best practices, goals, and benefits. In response to a question, there's no development radius that limits where SDC funds must be used. SDC funds may only be used for growth-related capital improvements on the SDC project list. Prioritization of how the funds are used is established in the CIP budget process. In response to a question, timelines are presented in calendar years. In response to a question, more detail was provided regarding the Urban Rate Area. A map with the SDC fee resolution will set where the urban rate applies. Opportunity zones will continue to get refined. The urban rate doesn't apply to just any development within the Urban Rate Area. The development must meet criteria that matches the ITE (Institute of Transportation Engineers) to justify the reduced impact to the system. A discussion ensued regarding the definition of growth and the classification of projects related to growth. The methodology explains how the city got from the Transportation System Plan (TSP) to the growth percentages for each category of improvements. In response to a question, an improvement's growth calculation is statute related. Attendees addressed concerns about the

project list and alignment with the TSP. The conversation emphasized the dynamic nature of project list, which are derived from multiple data sources and underwent rigorous cross-referencing to ensure accuracy and completeness. In response to a question, further clarification was provided regarding project numbers and their purpose. In response to a question, further clarification was given regarding tiered SDCs vs. uniform SDCs in relation to square footage and the number of units. In response to a question, the new list is not constrained.

5. **Mid-Biennium Bond CIP Updates**
   a. **5-year Program Schedule Adjustment Updates**

      A slide was shown to illustrate the updated schedules, with green indicating design and brown indicating construction timelines. Schedule adjustments for Midtown (Franklin & Greenwood), Midtown (Hawthorne), Neff Corridor, Olney Pedestrian & Bicycle, Purcell Extension, and Portland Ave. Corridor were presented. In response to a question, construction will not happen in 2025. It was confirmed that a potential impact of delaying projects is an increase to costs. In response to a question, an update to Standards and Specs is scheduled to be conducted annually. TBOC members were invited to provide input and feedback during the next review process. A suggestion was made to increase public involvement when evaluating Standards and Specs.

   b. **Community Building Subcommittee (Sept. 2023)**

      Funding shifts were highlighted, such as reallocating funds from the Boyd project to the Butler project, with an additional $3.3 million for improvements. A $1.5 million increase was noted for the Wilson Corridor project from bond funds, and a $4.8 million increase for the Portland Avenue project. Sean Perkins summarized the feedback he expressed at the Sept. 25 Community Building Subcommittee meeting. Concerns were raised about project prioritization and potential compromises due to budget constraints, prompting discussions about future funding strategies and decision-making processes. Concern was expressed about eliminating certain projects or compromising on project standards, particularly regarding the Butler and Boyd projects. A discussion ensued about the role of the committee in providing input on project design specifications and balancing community feedback with budget constraints. Future discussions were proposed to address project prioritization, budget allocation, and decision-making processes, with a focus on maintaining transparency and community engagement. Feedback was expressed in favor of removing projects to ensure projects that are most impactful to the community are completed. Due to time constraints, the topic was tabled for further discussion. TBOC will track upcoming Community Building Subcommittee and City Council conversations and think about developing committee suggestion/recommendation.

6. **Draft Program Update Documents**

a. **Quarterly Program Report (Comment by 12/19)**

A draft of the updated Transportation Bond Quarterly Report was shared. Committee members were invited to submit feedback and input to staff in the next three weeks.

b. **Annual Agenda (Comment by 12/19)**

A draft TBOC annual meeting schedule/roadmap was shared. Committee members were invited to submit feedback and input to staff in the next three weeks. In response to a question, dates have not been set for next year. discussion ensued regarding adjusting the meeting schedule around holidays. 2024 TBOC meetings were tentatively scheduled for February 27, May 21, August 27, and November 26.

7. **Public Comment**

There was no public comment.

8. **Next Meeting Topics**

a. **Elect Chair and Vice-Chair (First Meeting of Calendar Year)**

Instructions were given for submitting nominations for Chair and Vice-Chair before the next TBOC meeting. In response to a question, there are no plans to add additional committee members.

b. **Bond Financial Update**

9. **Adjourn**

Meeting adjourned at 6:03 PM.

Respectfully submitted,

Christopher Coleman
Senior Administrative Support Specialist



Accommodation Information for People with Disabilities

To obtain this information in an alternate format such as Braille, large print, electronic formats, etc., please contact Christopher Coleman at ccoleman@bendoregon.gov or 541-330-4012. Relay Users Dial 7-1-1.