

**Deschutes County Transportation Coordination Project  
Core Team Meeting #12 – September 27, 2007  
Deschutes County Services Building, Bend  
DeArmond Room**

**In Attendance:**

Mike Daly, Deschutes County  
Jeff Nielson, Bend Chamber  
Richard Etzel, IAJ  
Lupita Lewis, Central Cascade Lines  
Karen Friend, COIC  
Scott Aycock, COIC  
Nicki Mehta, Central Oregon Partnership  
Carol Maszk, COCOA  
Mark DeVoney, ODOT  
Roy Morris, OED  
Jeff Monson, Commute Options  
Peter Russell, Deschutes County  
Judith Ure, Deschutes County  
Andrew Spreadborough, COIC  
Alan Unger, City of Redmond  
Dan Vizzini, Oregon Solutions  
Tyler Deke, Bend MPO  
Gary Daniele, WorkSource Central Oregon  
Kim Travis, Oregon Solutions  
Sherrin Coleman, ODOT PTD

**Introductions**

Commissioner Daly welcomed attendees, and asked for a round of introductions. Dan Vizzini introduced Kim Travis from Oregon Solutions, who will be filming a portion of the meeting. The video will be used in a presentation on the Oregon Solutions process, as a means to inform others on how the Oregon Solutions process works.

Dan reviewed the agenda, noting that the plan meets state and federal requirements for a coordinated human services plan. Our goal today will be to identify projects to move forward, and to discuss the process to implement those projects. Andrew said that the plan was presented to and approved by the Deschutes County Board of Commissioners in June, and has been submitted to the ODOT Public Transit Division.

No changes were made to the May meeting minutes.

**Review and Select Priority Projects based on Adopted Plan**

Scott Aycock described the process for today's meeting: the group will be identifying projects to take on by reviewing and refining the project list that was drafted by the steering committee, and by identifying additional projects for consideration. Once the list of projects is finalized, the Core Team will vote through a scorecard to identify the one, two or three projects to move toward implementation. A scorecard list of proposed projects was circulated, along with the section from the adopted plan that identified strategies. Scott noted that the steering committee used the plan to identify potential projects.

Mark DeVoney asked about how the scorecard projects were developed. Scott answered that the steering committee identified discrete, implementable projects that were derived from the plan needs and strategies. Each can be connected to a plan strategy. Lupita Lewis said that the list of inter-community shuttle projects did not include mention of La Pine. Andrew said that the list can certainly be added to, and that the La Pine shuttle was not listed initially as an implementation project because Central Cascade Lines is serving that corridor. Karen Friend said that it is important not to overlook existing services when developing implementation projects. Carol Maszk said that she is not sure where the intercommunity gap is – there are existing services between communities. Karen said that the existing services are limited, and not offered daily. The group discussed the concept of protecting existing services, and decided to add a project to the scorecard: Identify and Fill Gaps in Existing Services.

Roy Morris said that the Disabled American Veterans are trying to acquire a second van. Additionally, a local veterans services clinic may be developed, which would reduce the need for DAV transport. He noted that getting outlying community residents hooked into the DAV van remains a major obstacle.

Jeff Monson suggested identifying an additional project related to park-and-ride lots. He said that there are ten regional park and ride lots currently. They are looking at two additional locations, and several existing lots are having capacity issues. Nicki Mehta noted a need for additional bike lanes. The group discussed, and decided to add a project to the scorecard: Develop park and ride lots (regionally) - La Pine lot at capacity, Terrebonne, south Bend. They also agreed to another project to be added to the scorecard: Improve facilities for multi-modal connections (e.g. trail system, bike racks, bike lanes).

Sherrin Coleman asked about ADA Accessibility. Dan said that ADA accessibility is a stated principle for any project forwarded by this group, as stated in our plan's guiding principles section. He suggested that ADA accessibility be a consideration once the project is selected. Judith Ure noted that several of the strategies do not translate into projects – but they should be viewed as considerations when projects are selected. Richard Etzel said that the City of Bend didn't have a plan for ADA access in place, and didn't get it done through BAT. Dan said that upon reviewing the plan, accessibility was not included in the Desired System Characteristics, and suggested that we need to add accessibility, along with a multi-modal desired characteristic.

Jeff referred to project "n." - development of a call center, and mentioned that there is a two-state program being developed for ride share scheduling, which may help accomplish the strategy.

Scott reviewed the scorecard evaluation criteria and scoring system. The group completed their scorecards. Dan collected and tallied, and projected the scored project list. The group reviewed and discussed the rankings.

Initial ranking results (abbreviated – projects that received at least 10 pts.):

- a.** Develop and Implement a shuttle between Bend to Redmond
- l.** Develop regional coordinating entity, with political support and leadership capacity.
- h.** Conduct a detailed assessment of existing service levels (e.g. geography, schedules, fares, etc.) based on agreed-upon criteria, resulting in identification of system strengths & weaknesses and a service design plan.
- i.** Develop a clearinghouse of regional transportation information, e.g. services, areas served, eligibility, cost, accessibility, service hours, etc.
- m.** Develop a regional call-center/dispatch service that integrates multiple providers and matches riders to services.

**New Project #2:** Develop park and ride lots (regionally) - La Pine lot at capacity, Terrebonne, south Bend

Scott read a statement from Heather Ornelas, who was unable to attend today's meeting: "Bend-Redmond represents the largest rider demand based on the survey conducted by (the) Core (team) and BAT's survey of its own riders. Bend is the population and services center to the region and it is crucial that as inter-city services are established that this core be the first to be connected to the regional airport. Also, Bend has a limited fixed route system and offers the best opportunity to encourage commuters from Redmond and to Redmond to leave their single occupancy vehicles at home and reduce congestion on the highway corridor."

Scott said that the declaration of cooperation for the project will be built around one or more implementation projects. Peter suggested identifying two projects – one an "on-the-ground" project, and the other more oriented toward capacity building. Sherrin said that project success or failure depends to a large degree on leadership. She suggested that we look seriously at identifying a lead coordinator – it is very important to have someone responsible for the work. She cited the Jefferson County project as an example – no lead entity stepped up to ensure the project was implemented. She noted the availability of federal funding for this sort of work, through the Mobility Management category.

Alan Unger said that he is leading the Mobility Consortium group that is in the process of pulling folks together to look at how to combine private and public resources to improve regional public transportation. He said that the development of leadership is taking place – that they have a nucleus. Mayor Unger went on to say that the City of Redmond is having informal discussions with the City of Bend regarding a Bend-Redmond shuttle. Redmond will be asking Bend to partner on this project. He said that they will be looking to groups like this for information and support for the project. He noted that the challenge is determining how to pay for a Bend-Redmond shuttle.

Jeff said that he is excited to hear about the Bend-Redmond Shuttle discussions. He said that in 1996 Commute Options conducted a study that found good numbers to support an inter-community service. He said that two providers have expressed interest in providing that service, and he acknowledged that a La Pine to Bend shuttle has already proven successful.

Lupita Lewis said that fair box revenue does not support their service. ODOT has awarded funding, as has the County. They also rely on foundation grants, as well as revenues from selling snacks on their buses. She said that they get no support from the cities or employers. She would like to determine how to bring more employers in to support the service. Commissioner Daly noted the funding challenge - that even with the numbers being transported by the La Pine- Bend service, they are still run short on funding. Lupita said that when they began the service they were transporting about 20 per month. That number has increased to 800-900 passengers per month. She said that 20% of their cost is cash fares, the remaining portion from other sources. She said she would like to see more businesses on board to underwrite the costs. She said the need a second vehicle – a Dodge Caravan with a wheelchair ramp. She said that they provide about 30 to 50 wheelchair rides per month. Commissioner Daly said that we need to find the political will to fund these services.

Karen said that Lupita's comments suggest the importance of regional coordination and call center functions. Everyone providing transportation services has limited resources. She said that the Cascades East Ride Center contracts with providers to provide medical rides throughout the region. It is based on competition – the lowest cost appropriate provider gets the ride. So the

base service is already in place, but with a narrow focus. Scott said that there are levels of coordination – from providing information to dispatch of rides.

Sherrin said that federal public transportation dollars require a 50% match, which can be a challenge since fares cannot count toward that match. The match rate for capital purchases is much lower – 10.27% currently. She explained the concept of “purchased service” which is a service that is treated as a capital purchase, and therefore has a lower matching rate (no more than 20%). Jeff said that discussions are taking place at the national level to allow the use of fares as match for federal grants.

Scott returned the group to the project selection process. Mayor Unger suggested that we consider applying the Central Cascade Lines model to the Bend-Redmond shuttle – if funding could be secured. Sherrin said that a regional coordinating entity would be able to receive funds for a system. She said the types of entity that can receive most of the funds are limited. Dan said that if project #1 is selected for implementation, then the declaration of cooperation will need to reflect the fiscal agent and leadership structure.

Jeff said that a number of potential fiscal agents have been identified – the cities, the county, COIC. Mayor Unger said that the model supported by the Mobility Consortium has COIC as the receiver of funds regionally. Nicki asked if the two groups – the Mobility Consortium and the Deschutes Coordination Core Team – could be brought together. Mayor Unger said that the Mobility Consortium can be viewed as a policy-making body, while the Core Team is an implementation group. Commissioner Daly asked how other regions have modeled their systems. Sherrin said that most have formed districts. She also pointed out that very few providers are self-supporting. Commissioner Daly noted that nothing in the County’s budget is earmarked for public transportation. He said that we need to concentrate on Lupita’s service, and perhaps a second project such as the Bend-Redmond shuttle. He said that we don’t want too many groups working on this issue and competing for funding. Mayor Unger agreed that Lupita’s service needs to be successful.

The group discussed the need of a legally-recognized entity that can receive state and federal funding. Judith asked Sherrin if funding is available for staff or administration of the coordinating entity. Sherrin replied that there is administrative funding available. Lupita said that if there is one entity coordinating, she wants to ensure that funding is distributed in a fair manner, particularly toward rural areas. She said transparency is important.

The group revisited the ranked list and discussed options. The Core Team agreed to advance two priority implementation projects:

1. Develop the La Pine - Bend - Redmond Corridor Shuttle(s) system.
2. Develop regional coordinating entity, with political support and leadership capacity.
  - Sub tasks:
    - Conduct a detailed assessment of existing service levels (e.g. geography, schedules, fares, etc.) based on agreed-upon criteria, resulting in identification of system strengths & weaknesses and a service design plan.
    - Develop a clearinghouse of regional transportation information, e.g. services, areas served, eligibility, cost, accessibility, service hours, etc.
    - Develop a regional call-center/dispatch service that integrates multiple providers and matches riders to services.
    - Develop ongoing public transportation advisory committee.



**Develop Implementation Strategies and Discuss Individual Commitments**

Dan said that the next step will be to develop a declaration of cooperation. Core Team organizations will need to find their place in these projects. He suggested that organizations may want to begin discussing internally and among their boards.

For next steps, COIC will send the priority projects to the Core Team, and will send additional information on the process for the next meeting.

**Meeting adjourned at 11:45.**

**Next Meeting:        To be determined**