Central Oregon Intergovernmental Council
BOARD AGENDA

Thursday, November 3, 2022
5:30 pm -7:30 pm
City of Redmond - Public Works Training Room
243 E. Antler Ave., Redmond Oregon

Join Zoom Meeting
https://us02web.zoom.us/j/89045697432?pwd=NWtjRkFPaU9odGpEZkFybjc4c2hndz09
Meeting ID: 890 4569 7432
Passcode: 230759

To dial by phone: 1 (253) 215 8782
Meeting ID 890 4569 7432
Passcode: 230759

5:30 - 5:40	**1**	**Call to Order and Introductions**	
5:40 – 5:45	**2**	**Service Story** *Lauren Street, CED Forest Fuels Project Planner* *Josh Lagalo, Youth Employment and Training Manager*	
5:45 – 5:55	**3**	**Public Comment**	
5:55– 6:00	**4**		**Action/Attachments A-D**
		Consent Agenda	Attachment A
		a – Approval of Board Minutes: October 6, 2022	Attachment B
		b – Fiscal Reports: September 2022	Attachment C
		c – Staff Reports: October 2022	Attachment D
		d – CET Monthly Management Report September 2022	**Action/Attachments E**
		Program Updates	
6:00– 6:25	**5**	CET	Attachment E Action Item
		Overview of Bend Mobility Hub Feasibility Study Findings and request to the Board to adopt the Feasibility Study deliverables into the CET 2040 Transit Master Plan Appendix.	
		Andrea Breault, Transportation Director *Derek Hofbauer, Outreach and Engagement Administrator* *Bob Bryant, Regional Public Transportation Advisory Committee Chair*	
		Review and consideration of approval for Mt. Bachelor 2022-2023 winter shuttle service fare increases	Attachment F Action Item
		Andrea Breault, Transportation Director	

6:25 – 7:05 **6** Community and Economic Development

CORE3 Intergovernmental Agreement (IGA) Informational Item
overview and discussion with the Board

Scott Aycock, Community and Economic Development Director

7:05 – 7:30 **7** **Executive Session**
Review of Executive Director

"The Board will go into executive session under ORS 192.660(2)(i); To review and evaluate the employment-related performance of the chief executive officer of any public body."

Suggested motion after session ends; "I move approval as discussed in Executive Session."

Chair Anthony Broadman

8 **Other Business/Announcements**
These can be any items not included on the agenda that the Commissioners wish to discuss as part of the meeting, pursuant to ORS 192.640. _____At any time during the meeting, an executive session could be called to address issues relating to ORS 192.660(2)(e), real property negotiations; ORS 192.660(2)(h), litigation; ORS 192.660(2)(d), labor negotiations; ORS 192.660(2)(b), personnel issues; or other executive session categories. Executive sessions are closed to the public; however, with few exceptions and under specific guidelines, are open to the media.

Adjourn

Attachment A

Central Oregon Intergovernmental Council
Board Meeting Minutes

Date: **October 6, 2022**	Hybrid Virtual/In Person Meeting	Prepared by: D. Hofbauer Reviewed by: T. Baney

COIC Board Committee Members: Commissioner Jerry Brummer, Crook County; Councilor Anthony Broadman, City of Bend; Commissioner Wayne Fording, Jefferson County; Councilor Andrea Blum, City of Sisters; Councilor Gabriel Soliz, City of Madras; Tim Deboodt (representing Timber & Wood Products); James Lewis (representing Tourism & Recreation); Councilor Jay Patrick; Katy Brooks (representing Business and Energy)

COIC Staff: Tammy Baney, Executive Director; Michelle Williams, Deputy Director and Fiscal Services Manager; Peter Werner, General Counsel; Derek Hofbauer, Outreach and Engagement Administrator; Chris Ogren, CED Housing Coordinator; Matthew Romero, COIC Employment Councilor; Gloria Fallini, COIC Employment Councilor; Rachel Zakem, CET Planning Specialist; Patrick Germick; COIC Loan Officer

Guests: Eric Lint

Agenda	**Discussion**	**Action Item**
Call to Order	Chair Anthony Broadman called the October 6, 2022 meeting of the COIC Board of Directors to order at 5:34 p.m. Tammy Baney facilitated attendance and introductions by roll call. A quorum was present during the meeting.	
Service Story	Chris Ogren presented the service story about hosting a Welcoming Week event with partner organizations to inform community members about affordable housing options in Bend. The event was successful, with more than 40 people in attendance. Mr. Ogren defined the purpose of Welcoming Week, which is a nationwide event that promotes diversity and inclusivity. The COIC event was held at lunchtime, making it more accessible. Five speakers participated in a panel discussion about affordable housing and members of the audience asked questions. Councilor Broadman mentioned Welcoming Week is a great event and he encouraged others to participate.	
Public Comment	No Public Comment at this time	
Consent Agenda	The consent agenda, including the minutes from the September 1, 2022 Board of Directors meeting, was moved, seconded, and approved unanimously by the board.	**Motion**: The consent agenda, was approved. Commissioner Jerry

		Brummer motioned, and Commissioner Fording seconded; the motion passed unanimously.
Program Update	<u>Adult Employment Program</u> Matthew Romero and Gloria Fallini, COIC Employment Counselors COIC recognizes there are barriers to employment and the path can't be the number one priority. The Ready to Hire program has been a hybrid model with workshops, plus tailored one on one assistance. The resume workshop at the Worksource office is not the same workshop that is structured in this program. There are more pieces we are addressing and the two-day customized workshops provide direct access to customers. There is also a technical access component - each participant has their own laptop and they can hone and save their resumes. When it is appropriate, they talk about scholarship opportunities and on the job training for those eligible – these techniques are specific to Bethlehem Inn. The two-day class includes career mapping, resume creation, cover letter, interviewing, and developing soft and hard skills. After the two day course, the goal is to get them to a job and connect them to resources. Looking at the data, there are 18 referrals in September. The charts show 49 referrals from Bethlehem Inn. A total of 13 students have worked through the course and there are seven job placements. Services requested: 25% are asking for resume work, 28% looking for job search. 23% interview. Job placements consist of one in the trade industry, three in the hospitality industry, two in retail, and one in merchandising. These individuals face a lot of barriers, including mental health and transportation. Partnerships include Bethlehem inn and Shepard's house. They are tabling at resident facilities and they can tailor the program to look different. The program consists of three top items: build trust, be transparent, and show up. Lessons learned include self-care, onsite outreach works, don't chase, be flexible and improvise, be aware of barriers, and have the right team. Councilor Patrick noted the City of Redmond has a lot of land and there can be numerous employees coming online. Do you see things getting better in Central Oregon for hiring employees in large businesses? Mr. Romero noted there are a lot of barriers such as serving time in jail and not having reliable transportation; however, these individuals want to work. Their team is creating another pipeline to employment and they are opening up opportunities. On the job training is a great tool to get people back to work. Commissioner Fording asked if there are any differences noted with the expansion to the	

	two partners, to which Mr. Romero responded the saving grace is that a shelter exists for people who may have experienced abuse and they need to be cognizant of those barriers. Bethlehem Inn is a diverse audience and the curriculum can be augmented to different groups and tailored. Councilor Broadman asked when Lighthouse would start, to which Mr. Romero replied they are already meeting to frame up the program. Request to the Board - support the lunch program for the next year for up to $3,000. Councilor Patrick made the motion, Commissioner Fording seconded, and was approved unanimously by the Board.	Councilor Patrick made the motion, Commissioner Fording seconded, and the motion was approved unanimously by the Board.
Program Update	<u>Cascades East Transit</u> Rachel Zakem – CET Planning Specialist The Route 25 Crooked River Ranch (CRR) service came about from outreach conducted for the Transit Master Plan process and Statewide Transportation Improvement Fund planning. The team presented to the CRR Board and have a great partnership with ranch management and the road department. The first outreach opportunity in 2021 included an online and paper survey that yielded 129 responses, which demonstrated the importance of the transit service to the community. Service planning was derived from the survey results. The main bus stop is located at Badger and Chinook and then the bus goes to Panorama Park. CRR added another entrance to the park so the vehicle could pull in and out of the park. The old fire hall is used as a park and ride. Route 25 makes three round trips per day Mon-Fri for shopping and medical appointments. In Redmond, there are two shopping locations (Walmart and Fred Meyer) and riders request Dial-A-Ride trips during the medical pick up and drop off period. CET hasn't experienced much usage of the medical service, as customers are just starting to understand how the service works. Outreach for the new service has been frequent and consistent – CRR staff push out weekly news alerts and newsletters, an event was recently held that attracted 50 people, and social media boosted posts helped spread the word. A large group of event participants boarded the bus from the event to travel to Redmond. CET experienced 19 rides on one day and 14 on the day of the event. As of early October, a total of 72 total rides were taken since the service began on September 9. The most popular shop is Badger and Chinook and most popular run was 11:25 am. Fred Meyer was the most popular stop in Redmond. To date, no one has used the late run, which gives us the option of running this earlier in the morning.	

Program Update	Commissioner Fording asked if the vehicle requires a CDL, to which Ms. Zakem replied yes. Commissioner Fording invited Rachel to participate during the CCR board meeting next spring, which allows CET additional time to get more data. Councilor Patrick asked about the entire bus program, to which Ms. Zakem replied it is growing as transportation needs in different communities are assessed. Mr. Deboodt asked if the survey data from the Ranch indicated if anyone use it to commute to work. Ms. Zakem responded that commuting via shuttle was very low on the list of priorities. Councilor Broadman asked if the service will be categorized under Community Connector, to which Ms. Zakem responded yes. Executive Director Baney noted the team will continue to look explore opportunities to provide services in South Deschutes County and Sunriver for summer service.	
Program Update	COIC Loan Department Patrick Germick Mr. Germick provided a history of the loan program and provided a definition of non-traditional lending, as well as an overview of COIC's loan portfolio and noted if there is a write off or if another lender involved, it is noted on the spreadsheet provided to the group. He also noted COIC's lending realm contains a larger geography, which includes Klamath County and Hood River. Most loans were real estate related, as the risk tolerance is lower. It's also possible to combine EDA and USDA loans. One write-off for Suttle Lake Resort. During COVID, there was an interest-only situation and business owners stayed with us but some sold off their assets. COIC is designated as an Economic Development District by the federal government. Our Community Economic Development (CED) department of COIC manages two revolving loan funds (RLF's) with monies established from the federal government in multiple stages. These are the Economic Development Administration (EDA) and USDA Intermediate Relending Program (IRP) revolving loan fund. The establishment of these funds go back to the 1980's. The purpose of the lending programs is to promote economic growth by providing capital to businesses that do not fit "traditional" bank lending guidelines. This could be due to: 1) Lack of credit history or credit issues. 2) Limited historical financials/short track record (< 3 years or start up) 3) Limited collateral 4) Debt service coverage inadequate for bank financing 5) Lending project types outside of current bank guidelines (risk tolerance-retail/restaurants)	

	The EDA and USDA funds can be lent solely by COIC or used to "bridge the gap" in conjunction with a bank loan. We will partner with a conventional lender to help them provide financing by mitigating risk. We generally take a 2nd collateral position in these co-partner loans. Additionally, the USDA RLF is specifically directed to only be utilized in rural communities. It is understood that the loans that COIC funds are typically of higher risk, as they fall outside of the traditional banking environment. However, a thorough business and financial analysis is completed. The goal is to make prudent lending decisions with our expanded guidelines. Thus, loans will continue to be paid back to the portfolio and relent to other businesses. A data analysis of the two revolving loan programs going back to the year 2000 was compiled. The results are indicated for each program. EDA loans (exclusive of the recent EDA CARES ACT RLF) totaled $3,348,616 in funds lent to businesses in the three counties comprising Central Oregon. Loans written off due to Chapter 11 Bankruptcies and problem debt renegotiation totaled $155,803 or 4.65% of monies lent since 2000. USDA IRP loans totaled $2,465,280 in funds lent to businesses in the service area comprising Central Oregon and additional counties approved by the USDA. Loans written off due to bad debt totaled $87,729 or 3.54% of monies lent since 2000. Between 2020 and early 2022 many loans were either paid off through sale or refinanced out of the portfolio due to the lower rate environment. For the EDA RLF, these businesses included Central Oregon Roofing, Rockin' Dave's Bistro, Cascade Rack, Panacea at The Canyon and a final payoff from Marshall's Automotive. For the USDA IRP portfolio, Sunrise Pools, Crooked River Ranch Cabins, Papa Murphy's Pizza all exited the portfolio. Mr. Deboodt asked if these two funds still operational, to which Mr. Germick replied, yes. The financials are in the board report and there are a lot of remaining funds in those accounts. Banks are still flush with money, so there isn't a huge need for COIC to be a lending partner. Mr. Deboodt also asked if non-committed funds can they be reinvested, to which Mr. Germick replied most of the funds are in accounts and earn interest.	

Executive Director Update	• COIC recently hired an IT professional, Jeff Hamilton. COIC's former IT Manger left COIC to be closer with family. An RFP is underway to manage the IT services contract. • MTM Transit, COIC's Bend Service Provider, is negotiating with the union to increase wages for drivers so they are commensurate with CET driver wages. • COIC hosted a statewide Council of Governments retreat last week, which was extremely beneficial to learn best practices. • CET's CAD/AVL system up and running, which is a huge asset for dispatch and call center staff. • COIC moderated a panel for League of Oregon Cities this morning as part of the conference, which Scott Aycock moderated. • Thanks to James Lewis and Geoff Wullschlager to discuss technical assistance and housing efforts in rural communities. • During the November meeting, we are bringing back to the board the CORE3 project updates and next steps. It is important for Board members to attend this meeting. • We have a team that steps up and does a lot of work. Congratulations to Derek Hofbauer, who is celebrating 5 years at COIC. Derek has taken on some of the Executive Assistant tasks as COIC recruits for that position.	
Roundtable	• Commissioner Brummer wanted to relay that former Board member Bart Brick says "Hi." • Councilor Broadman noted it was good to see everyone at the League of Oregon Cities conference and thanks for everyone working together.	
Adjourn	Chair Broadman adjourned the meeting at 6:28 p.m.	

September 2022 Financial Highlights

- *Presented are the September 2022 financial statements. September is the end of the first quarter for fiscal year 22/23. As you will note in total COIC is over the prorated budgeted amount for revenue by $9.3 million, this is due to the $9.5 million contribution received by COIC from the State for the Core 3 facility. Since these funds are restricted for the Core 3 facility, if COIC does not use these funds for capital for this project in 22-23, these funds will be deferred into 23-24. Without these one-time funds included in the income statement, COIC's actual revenue compared to the prorated budget would be in the red by $200K, which is reasonable compared to previous quarters and the fact that the transportation department is only at 63% of their prorated budgeted revenue for the fiscal year so far. The reason the transportation department is only at 63% of prorated budgeted revenue for the year and 50% of prorated budgeted expense for the year is due to timing on purchasing capital outlay and ramping up of services and expansion efforts. As with most other entities right now, CET is still experiencing delays with our vendors on the delivery of buses that have been ordered due to supply chain issues.*

- *Overall in expenditures, COIC is also trending under the prorated year to date budget. This is due to it being the beginning of the fiscal year. COIC did budget for some expansion in fiscal year 22/23 for all departments, and we are currently working on those expansion efforts and expect to see this trend lessen as we move through the fiscal year, unless the trend for supply chain issues continue through 22/23.*

CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
GENERAL FUND EXPENDITURES BY PROGRAM
FISCAL YEAR 2022-2023

FOR THE PERIOD ENDING
July 1, 2022 through June 30, 2023

Presenting September 30, 2022 Year to Date Financials

		Actuals by Business Unit YTD							
	SUPPLEMENTAL ADOPTED BUDGET FY 2022-2023	EMPLOYMENT AND TRAINING	ECONOMIC DEVELOPMENT & LOANS	CASCADE EAST TRANSIT	OTHER ADMINISTRATIVE	FACILITIES RESERVE	TOTAL COIC INCOME STATEMENT	YTD PRORATED BUDGET 25.00%	BUDGET VS. ACTUAL YTD
Beginning Fund Balance (Working Capital)	4,827,997	287,023	470,371	2,705,590	24,652	376,633	3,864,269	4,827,997	(963,728)
Revenue									
Transfers from Other Funds	208,771	-	47,202	-	-	-	47,202	52,193	(4,991)
Grants & Contracts with Other Agencies									
State of Oregon	7,671,304	21,570	9,686,145	426,215			10,133,930	1,917,826	8,216,104
County & Local Government	13,623,573	1,061,180	719,252	1,715,691	73,990		3,570,114	3,405,893	164,220
Federal Government	3,077,659	442,593	95,533	505,127			1,043,252	769,415	273,838
Other Grants & Contracts	1,154,838	-	884,435	-	-		884,435	288,710	595,726
Investment Revenue	13,482	1,330	7,619	12,649	114	1,607	23,320	3,371	19,949
Other Revenue	1,231,933	74,180	-	247,195	-	46,594	367,968	307,983	59,985
Total Revenue Subtotal	26,981,560	1,600,852	11,440,186	2,906,878	74,104	48,201	16,070,221	6,745,390	9,324,831
Total Resources	31,809,557	1,887,875	11,910,557	5,612,468	98,756	424,834	19,934,490	11,573,387	8,361,103
Department Actual YTD Revenue Compared to Prorated Department Revenue Budget		128%	1417%	63%	0%	126%	238%		
Expenditures									
Personal Services									
Wages	7,098,807	518,639	184,032	713,982	-	-	1,416,652	1,774,702	(358,050)
Benefits	3,970,878	260,177	82,617	372,058	-	-	714,852	992,720	(277,868)
Total Personal Services	11,069,686	778,816	266,648	1,086,039	-	-	2,131,504	2,767,421	(635,918)
Materials & Services									
Total Contracting Only	3,446,730	7,062	16,228	724,350	-	-	747,641	861,683	(114,042)
Total Materials & Services (everything else)*	4,640,937	216,416	109,538	513,106	-	279	839,339	1,160,234	(320,895)
Total Materials & Services Subtotal	8,087,667	223,479	125,766	1,237,456	-	279	1,586,980	2,021,917	(434,937)
Total Capital Outlay	7,356,844	-	-	21,737	-	-	21,737	1,839,211	(1,817,474)
Total Debt Service	90,000	-	-	-	-	18,450	18,450	22,500	(4,050)
Total Expenditures	26,604,197	1,002,295	392,415	2,345,232	-	18,729	3,758,670	6,651,049	(2,892,379)
Net Profit (Estimated Deferrals)#	377,363	598,557	11,047,772	561,646	74,104	29,472	12,311,551	94,341	12,217,210
Total Working Capital & Net Position	5,205,361	885,580	11,518,143	3,267,236	98,756	406,105	16,175,820	4,922,338	11,253,482
Department Actual YTD Expense Compared To Prorated Department Expense Budget		80%	54%	50%	0%	83%	57%		

*Note: This amount includes all supplies, rent, utilities, fees and dues, repairs & maint, insurance and all passthrough amounts.
#Note: These amounts are restricted to the programs that receive the funding, and can only be used by that program.

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
ECONOMIC DEVELOPMENT JURISDICTIONAL DUES ACTIVITY
Capacity Fund Balance as of September 30, 2022

PRIOR YEAR CARRY FORWARD	44,877.04		
CURRENT YEAR CONTRIBUTIONS			
TOTAL FY 22-23 CONTRIBUTIONS	69,113.00		
TOTAL FUNDS AVAILABLE FY 22-23	113,990.04		
			BOARD MTG
FY 22-23 EXPENDITURES		NOTES	DATE APPRVD
Project and Program Development for Executive Director	$12,500.00		Perm Allocation
CED Department Regional Admin and match requirements	$40,000.00		06/02/2022
COIC's 50th Year Celebration & Community and Employee Engagement	$8,000.00		06/02/2022
Bethlehem Project Program Support	$3,000.00		10/06/2022
TOTAL FY 22-23 EXPENDITURES	$63,500.00		
PROJECTED BALANCE AT YEAR END	50,490.04		

CAPACITY FUND CONSIDERATIONS

The proposed project is appropriate for COIC

The project falls within the scope of the COIC purpose statements

The project is of regional significance

OTHER CRITERIA

Creates economies of scale

Leverages additional resources

Supports regional coordination

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
FISCAL YEAR: JULY 1, 2022 - JUNE 30, 2023
REPORT DATE: JULY 1, 2022 - SEPTEMBER 30, 2022

ECONOMIC DEVELOPMENT ADMINISTRATION PROGRAM

INCOME STATEMENT:

REVENUE:			
EDA Cares RLF Grant		297,463.58	
Note interest payments		20,313.38	
Late payment penalties & fees		82.50	
Loan origination fees		8,008.66	
Investment earnings		4,688.56	
Total Revenues:			330,556.68
EXPENDITURES:			
Charges for services		42,655.29	
New Notes Receivable		280,000.00	
Total Expenditures:			322,655.29
Revenue over/(under) expenditures			7,901.39

CASH FLOW STATEMENT:

Cash beginning balance 7/01/2022:			1,636,153.84
INFLOWS:			
EDA CARES Grant		297,463.58	
Note principal repayments		72,997.69	
Note interest payments	20,313.38		
Note interest payments - accrued prior year	3,634.52		
Total interest payments:		23,947.90	
Penalty/loan fees		82.50	
Loan origination fees		8,008.66	
Investment earnings		4,688.56	
			407,188.89
OUTFLOWS:			
Charges for services		42,655.29	
New Notes Receivable		280,000.00	
			322,655.29
Net of Inflows & Outflows:			84,533.60
Cash ending balance 9/30/2022:			1,720,687.44

EDA PORTFOLIO

NOTES RECEIVABLE	7/1/2022 Beginning Balance	07/01/2022 to 9/30/2022 Principal Advances	Principal Repayment	9/30/2022 Ending Balance	Interest Payments	Late Pmt. Penalties	Loan Fees
Bend Landscape	78,641.71		6,599.82	72,041.89	837.16	-	-
Deschutes Co. COVID-19 Emergency Loans	84,388.09		4,537.70	79,850.39	281.89	-	-
Jefferson Co. COVID-19 Emergency Loans	15,907.42		1,391.47	14,515.95	27.24	-	-
Crook Co. COVID-19 Emergency Loans	15,531.12		1,301.38	14,229.74	68.30	-	-
Sierra James	148,688.08		7,508.54	141,179.54	1,621.51	-	-
Roots Renewal	23,147.87		1,122.13	22,025.74	205.44	-	-
High Desert Senario	47,175.01		1,947.15	45,227.86	420.91	-	-
Tomohawk Electric	118,955.63		4,575.18	114,380.45	1,092.93	-	-
Quality Builders	118,957.82		4,575.15	114,382.67	1,092.95	-	-
Lolo Tree Works, LLC	24,204.39		1,121.46	23,082.93	202.30	-	-
ILA Grace dba Dana Signs	59,614.86		2,128.99	57,485.87	606.42	-	-
Bolling Ventures	48,282.78		2,124.30	46,158.48	488.22	-	-
My Lucky House	500,000.00		2,160.62	497,839.38	3,256.76	-	-
Midtown Events	450,000.00		2,502.68	447,497.32	4,810.76	-	-
Advance Health	-	25,000.00	343.52	24,656.48	126.88	-	-
Hearthstone Therapy	-	55,000.00	-	55,000.00	-	-	-
Caliber Metal	-	200,000.00	-	200,000.00	-	-	-
The Meat Locker	61,221.73		5,859.07	55,362.66	1,032.94	-	-
Strictly Organic Coffee Co.	80,024.97		1,544.99	78,479.98	1,279.66	82.50	-
Warm Hearts, LLC	197,611.56		21,653.54	175,958.02	2,861.11	-	-
TOTAL NOTES RECEIVABLE:	**2,072,353.04**	**280,000.00**	**72,997.69**	**2,279,355.35**	**20,313.38** *	**82.50**	**-**

	7/1/2022 Beginning Balance	07/01/2022 to 9/30/2022 Increases	Decreases	Write-Off	9/30/2022 Ending Balance
RECEIVABLES:					
Note interest	3,755.18	-	3,634.52	-	120.66
TOTAL RECEIVABLE:	3,755.18	-	3,634.52	-	120.66
CASH	1,636,153.84				1,720,687.44
PORTFOLIO BALANCE	3,712,262.06				4,000,163.45

* Includes FY 2021-22 interest receivable of $3,634.52

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
FISCAL YEAR: JULY 1, 2022 - JUNE 30, 2023
REPORT DATE: JULY 1, 2022 - SEPTEMBER 30, 2022

INTERMEDIARY RELENDING PROGRAM

INCOME STATEMENT:

REVENUE:		
Note interest payments	3,277.62	
Investment earnings	47.81	
Total Revenues:		3,325.43
EXPENDITURES:		
Charges for services	3,892.96	
USDA IRP Note interest	1,491.57	
Total Expenditures:		5,384.53
Revenue over/(under) expenditures		(2,059.10)

CASH FLOW STATEMENT:

Cash beginning balance 7/01/2022:		1,093,334.99
INFLOWS:		
Note principal repayments	4,445.14	
Note interest payments	3,277.62	
Note interest payments - accrued prior year	520.28	
Investment earnings	47.81	
		8,290.85
OUTFLOWS:		
Charges for services	3,892.96	
		3,892.96
Net of Inflows & Outflows:		4,397.89
Cash ending balance 9/30/2022:		1,097,732.88

IRP PORTFOLIO

NOTES RECEIVABLE	7/1/2022 Beginning Balance	07/01/2022 to 9/30/2022 Principal Advances	Principal Repayment	9/30/2022 Ending Balance	Interest Payments	Late Pmt. Penalties	Loan Fees
Jamie & Angel Roscoe-Cowboy Dinner Tree	150,152.73		2,164.44	147,988.29	2,579.85	-	-
RJL Venture Mgmt dba Ace Hardware Newport	69,154.75		2,280.70	66,874.05	1,218.05	-	-
TOTAL NOTES RECEIVABLE:	**219,307.48**	**0.00**	**4,445.14**	**214,862.34**	**3,797.90**	**0.00**	**0.00**

	7/1/2022 Beginning Balance	07/01/2022 to 9/30/2022 Increases	Decreases	Write-Off	9/30/2022 Ending Balance
OTHER RECEIVABLES					
Interest	520.28	-	520.28	-	-
TOTAL OTHER RECEIVABLES:	520.28	-	520.28	-	-
PAYABLES					
Rural Development Principal	596,629.92	-	-	-	596,629.92
Rural Development Interest	1,691.95	1,491.57	-	-	3,183.52
TOTAL PAYABLES:	598,321.87	1,491.57	-	-	599,813.44
CASH	1,093,334.99				1,097,732.88
PORTFOLIO BALANCE	714,840.88				712,781.78

* Includes FY 2021-22 interest receivable of $520.28.

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
FISCAL YEAR: JULY 1, 2022 - JUNE 30, 2023
REPORT DATE: JULY 1, 2022 - SEPTEMBER 30, 2022

LOCAL JOB CREATION PROGRAM

INCOME STATEMENT:

REVENUE:		
COIC ITC Note interest payments	108.33	
Late payment penalties & fees	210.00	
Investment earnings	821.54	
Total Revenues:		1,139.87
EXPENDITURES:		
Charges for services	653.54	
Total Expenditures:		653.54
Revenue over/(under) expenditures		$ 486.33

CASH FLOW STATEMENT:

Cash beginning balance 7/01/2022		256,385.62
INFLOWS:		
Note principal repayments	4,889.00	
Note interest payments (ITC and C-19 notes)	275.73	
COVID-19 Notes: Penalty/loan fees	210.00	
Investment earnings	821.54	
		6,196.27
OUTFLOWS:		
Charges for services	653.54	
		653.54
Net of Inflows & Outflows:		5,542.73
Cash ending balance 9/30/2022:		261,928.35

LJC PORTFOLIO

NOTES RECEIVABLE	7/1/2022 Beginning Balance	07/01/2022 to 9/30/2022 Principal Advances	Principal Repayment	9/30/2022 Ending Balance	Interest Payments	Late Pmt. Penalties	Loan Fees
Deschutes Co. COVID-19 Emergency Loans	40,237.77	-	3,920.36	36,317.41	179.52	210.00	-
Jefferson Co. COVID-19 Emergency Loans	15,766.02	-	968.64	14,797.38	96.21	-	-
TOTAL NOTES RECEIVABLE:	**56,003.79**	**-**	**4,889.00**	**51,114.79**	**275.73**	**210.00**	**-**

	7/1/2022 Beginning Balance	07/01/2022 to 9/30/2022 Increases	Decreases	Write-Off	9/30/2022 Ending Balance
OTHER RECEIVABLES					
Interest	92.40	-	72.27	-	20.13
TOTAL OTHER RECEIVABLES:	92.40	-	72.27	-	20.13
OTHER LIABILITIES					
Payable to Jefferson County - Unlent loan capital	50,000.00	-	-	-	50,000.00
Payable to Jefferson County - COVID-19 Notes	20,000.00	-	-	-	20,000.00
Payable to Jefferson County - COVID-19 Note Interest	805.12	95.13	-	-	900.25
TOTAL OTHER LIABILITIES:	70,805.12	95.13	-	-	70,900.25
CASH	256,385.62				261,928.35
PORTFOLIO BALANCE	241,656.56				242,142.89

Community and Economic Development and Loans Report
October Report for the November 2022 Board Meeting

I. CED Administration
II. Regional Board Administration
III. Technical Assistance
IV. Regional Planning
V. Economic Development Activities
VI. Natural Resource Activities
VII. COIC Loan Program
VIII. Recent and Upcoming Project and Program Development Activities

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I. CED Administration

No updates this period.

II. Regional Board Administration

Central Oregon Area Commission on Transportation (COACT)
COACT next meets on November 10. Agendas and materials will be posted on the COACT webpage one week in advance: www.coic.org/coact

Regional Housing Council (RHC)
No updates this period.

III. Technical Assistance

Jefferson County NHMP
The 2022 Jefferson County NHMP has received Approval Pending Adoption notice from OEM and FEMA. The final step to having a formal NHMP in place is for the county, 3 cities, and Lake Chinook Fire and Rescue to formally adopt the Plan via resolution. We anticipate this will be complete by the end of October.

Jefferson County Fuels Reduction Project
COIC and the Jefferson County fire chiefs launched the latest round of the defensible space/fuels reduction project in March. This round of funding was available to landowners through the end of the calendar year, and projects must be completed by Dec 1, 2022. The program provides a flat rate $500 reimbursement to eligible private land owners to conduct fuels mitigation work on their property, reducing the risk of catastrophic wildfire to homes and communities in the county. Currently 37 applications have been submitted with 26 of those having moved forward to completion, and we are not accepting any further applications.

CORE3
No updates this period.

Deschutes Trails Coalition Stewardship Grant
No updates this period.

IV. Rural Community Building Program

CED's Rural Community Building (RCB) Program focuses on identifying and growing relationships with rural community builders, providing technical assistance for community-led projects, and facilitating regional peer learning and skill-building opportunities for rural community builders across Central Oregon. FYI, we use The Ford Family Foundation's (our funder) definition of "rural community builder" as we implement this program: *Rural residents and local groups who participate to build their community's future in an inclusive and comprehensive way. Real and lasting change wells up from the community, since the community is best positioned to know its own needs.*

New Partnerships and Listen to Learn Activities:
Better Together: No updates this period.

Crook Co Library: Staff met with a former RARE program participant who now works at the Crook County Library. She expressed interest in the RCB program, as did her supervisor. We're hopeful that they will reach out as they were interested in doing something to address the declining mental health of youth in the community. This topic may be well-suited for a regional learning project as well.

Sunriver Chamber of Commerce: Staff are supporting meetings between the Chamber and ReVillage as part of an effort to address childcare needs in Sunriver. No major updates at this time.

Latino Success Initiative: No updates this period.

Native Aspirations: No updates this period.

La Pine: Staff met with Jamie Donahue, the director of the La Pine Activity Center. Her organization needs some support (funding, staff, some strategic planning), so we are working on identifying priorities and appropriate funding sources. Staff facilitated a meeting between LPAC Board Member Meredith Strunk and The Ford Family Foundation recently to explored the Small Good Neighbor Grants program, which would be a good fit for capital needs.

Technical Assistance:
Jefferson County Community Pathway: The Project Team submitted the grant pre-app to the Oregon Community Paths program (the budget is $200K instead of $850K) and received notice that the project is eligible to apply to the full application, which is open from November 1 through January 31. The Bean Foundation has committed $10K in match funds, and another request to the Central Oregon Health Council is pending pre-approval. The Project Team will resume their monthly meetings starting November 3.

Sisters: Staff are helping the C4C director explore a civic engagement program based on the Bend Chamber's Leadership Program, as well as expanding childcare options to the area by partnering with ReVillage. Staff are facilitating connections between C4C, ReVillage, and other community partners.

Camp Sherman: The project team is working to secure planning dollars that would be used to complete design and engineering for the middle and last miles of fiber, as well as environmental review costs, and finally some planning funds to support grant writing for when they're ready to go after large federal infrastructure grants. This project may be supported by the Community Resource Development Program for the grant writing component. The project team needs to get a rough estimate of the cost of D&E and the environmental review, and a rough timeline for that work before we can move forward!

Madras: No updates this period.
Culver: No updates this period.
Metolius: No updates this period.

La Pine: Staff worked with Sequoia Consultants to submit a grant proposal to the USDA Rural Development Rural Placemaking Innovation Challenge (RPIC) for the Newberry Country region of South County. The objectives of the Newberry Country Placemaking Initiative are to provide support and technical assistance to build shared place-based and community-based infrastructure for ongoing placemaking activities based on community priorities identified by residents of La Pine and the surrounding unincorporated areas that rely on La Pine's infrastructure. We learned this month that we were considered ineligible based on match funding; however, we believe that we provided the appropriate information, and we will likely be appealing this decision.

<u>Regional Peer Learning and Skill Building:</u>
Staff are beginning to plan some community dinners to help refine some of the event-based ideas that have surfaced and determine what would be the most engaging topic to have a regional learning about. Topics that have surfaced include civic engagement and mental health especially for seniors and youth.

<u>Bilingual Outreach Coordinator Contract:</u>
Janet and José will have their next community event for the Redmond area in November 2022. They are building relationships with the Latino Community Association to avoid duplication of efforts and work more effectively and thoughtfully with the Latin@ community. The Redmond area event is not fully formed yet but will likely have some discussion about the election outcomes given the timing, and function as a listening session to hear from community members how they would like to engage in local elections and other decision-making spaces (e.g. school boards, council meetings) in the future. This may lead to a more formal civic engagement training down the road, but Janet and José want to understand where community members are starting from first. More baseline outreach events, titled "Quiénes Somos?", will take place in early 2023.

V. <u>Regional Planning</u>

Central Oregon State of the Region
This survey launched 10/19 and will close November 9th. Participants will have the option to participate in a drawing for five $100 Visa gift cards. The survey and drawing are being promoted via social media on boosted Facebook posts. Topics include satisfaction with government services; the

economy; housing and homelessness; childcare; and transportation/transit. This is a pilot project, and we are excited to see what the results yield! Once the survey closes, COIC staff will conduct a qualitative data review and produce a report that combines our assessments along with a summary provided by the Oregon Values and Beliefs Center. We will continue to conduct outreach around the region to get residents to sign up as "panelists" and respond to the survey. We would love it if the Board would sign up and share this opportunity in your networks as well! Learn more and sign up here: https://oregonvbc.org/about-the-panel/

Housing for All (H4A)

Housing for All cancelled its October meeting due to a competing housing conference being held in Salem on the same date. Staff have been preparing for and planning a larger-scale "Roundtable" style event to discuss Affordable Housing Bonds in Central Oregon to be held on November 14th.

Homeless Leadership Coalition (HLC)
Staff has been incredibly busy supporting the Homeless Leadership Coalition and the region's homeless response system. Since the last update in September, COIC staff has submitted two competitive federal grants on behalf of the Central Oregon Continuum of Care. If successful, these grants will bring nearly $1.5 million in funding to the tri-region over the next three years. Now that applications have been submitted, staff are pivoting to support the Continuum's efforts in updating the 10-year plan to end homelessness and initial planning for the Point in Time Count, to be conducted at the end of January.

Local Food Systems
Staff continues to remain engaged with local food systems projects. Staff plan to meet with the High Desert Food & Farm Alliance in the coming weeks.

Deschutes County Broadband Action Team
No updates this period.

Community Resources Development (CRD) Program
The purpose of COIC's Community Resource Development Program (CRD) is to increase the capacity of COIC's member jurisdictions, and other special districts in Central Oregon, to identify and secure state and federal resources to meet identified community needs. The CED team is now fully staffed up to offer the CRD Program, and we have also procured three consulting teams to add to our internal capacity. This program is funded in part by the State of Oregon as well as The Ford Family Foundation, and COIC is one of 11 Oregon Economic Development Districts that are stepping into this role.

The program offers 4 Core Services:

1. **Project Development** – shaping/framing up projects so that they are investment-ready. This can include project scoping, convening stakeholders, determining if the project is a community priority, etc.

2. **Resource Prospecting** – identifying appropriate local, state, and federal resources to help fund the project. This generally includes researching appropriate grant programs for each project, but can also include building local partnerships to leverage funding, decrease costs, etc.
3. **Grant Writing** – Preparing and submitting grant applications on behalf of the client.
4. **Grant Administration** – Providing grant administration services on behalf of the client.

This is a *menu* of service offerings, which COIC may provide flexibly based on the desires of the client.

This month we had the opportunity to meet with the USDA Housing and Community Infrastructure national administrator, Joaquin Altoro. We supported event coordination for this meeting, and brought together community representatives from La Pine, Sunriver, Metolius and Culver to participate in the conversation. Participants shared their needs and opportunities with the administrator and COIC was able to share our CRD program model. They expressed a lot of interest in receiving more information on the CRD language from the legislature with possible interest in sharing this at a national level.

Potential Projects:

- *La Pine Senior Center*: Jamie Donahue reached out for assistance with grants to get their parking lot repaved. Staff will be meeting with Jamie later this month.
- *Metolius Park*: The City of Metolius requested assistance with getting some grant funding for some upgrades to one of their parks. Staff will be meeting with the city later this month.
- *Camp Sheman/Black Butte School District*: We have met with consultants from CORA and connected them to leaders from the Black Butte School District to explore possible planning grant opportunities for the Camp Sherman Broadband initiative.

VI. Economic Development Activities

Regional COVID-19 Economic Recovery Plan and Comprehensive Economic Development Strategy
The CED team is now planning for a CEDS update process to take place in fall 2022. The CEDS update will rely extensively on the COVID-19 Economic Recovery Plan, an Economic Resilience report prepared by our outgoing RARE Program participant Ciara Williams, and the findings of the OVBC survey discussed above.

Oregon Economic Development Districts Association
COIC hosted the annual in-person OEDD meeting in the Hawthorne Station conference room October 20-21. The event was extremely informative, and the group began to form some key shared priorities. We will report more on COIC's involvement with OEDD, and what these priorities are, once they are finalized. One concept that we discussed was the idea of bringing the old "community investment fund" back to the regions for local/regional prioritization and investment in priority projects.

Growing Rural Oregon (GRO) Project
COIC has hired Patti Noris for the new position to support the GRO program: Economic Ecosystem Builder. This has been a very difficult position to fill, and we are excited to have selected a strong candidate with experience supporting entrepreneurs in rural communities. Patti's first day will be

November 1st, and she will be working with the communities of John Day, Independence, Klamath Falls, St. Helens and soon to be Tillamook on implementing and supporting the GRO program.

VII. Natural Resource Activities

Deschutes Basin Water Collaborative (DBWC)
The DBWC Working Group is meeting Friday October 28 at Redmond City Hall. The primary agenda item is for the group to review, and potentially formally accept, the DBWC Plan scope as recommended by the DBWC Planning Team. One the Plan scope is approved by the Working Group, staff and the DBWC tri-chairs will begin crafting an approach to address the key issues that must be resolved in order to build the Upper Deschutes Basin Comprehensive Water Management Plan.

Central Oregon Wildfire Workforce Partnership
CED partnered with COIC's Youth Employment program and the Heart of Oregon Corps on a grant application for $1 million in Oregon SB 762 funding to pay for regional fuels reduction projects and related youth workforce training for a new program called the Central Oregon Wildfire Workforce Partnership (COWWP).

The COWWP works closely with partners such as the Oregon Department of Forestry, local Fire Departments, and the State Fire Marshall to assess sites and find project leads. Projects have been started and completed with youth crews from both COIC and Heart of Oregon Corps as a part of the COWWP to reduce fire fuels from both private and public properties within Deschutes, Jefferson, and Crook Counties. Several private properties in underserved communities have had fuels reduction work completed through the COWWP program in August. Over 51 young adults have served on crews to work towards reducing fuels in underserved communities to date, completing 221 acres of fuel reduction in the tri-county area. Two ODF staff members in Central Oregon will be working directly with the young adult crews from November through April as extra hands on the fuels reductions crews.

Ochoco Trails
No updates this period.

VIII. COIC Loan Program
No updates this period.

IX. Recent and Upcoming Project and Program Development Activities
In September COIC submitted a pre-application to Oregon Emergency Management for a federal BRIC grant for the CORE3 project. On October 19 we were informed by OEM that our application was deemed ineligible due to a lack of fit with the BRIC grant guidelines. This prompted COIC staff to reach out to OEM for discussion, as OEM staff had previously provided assistance for this application. We were very discouraged by this outcome, and will be formally requesting that OEM assign higher-level staff to serve on the CORE3 Executive Council in order to get good advice on potential funding sources.

Central Sub-Region Adult Programs

III. Employment and Training

Program Updates:

Hard Hat in Hand Pre-Apprenticeship Program:
The 3rd cohort started on 9/26/22. Pre-Apprentices first attend a 4 week class to learn construction math, OSHA 10, employability skills, as well as other industry education and training. The second portion of the training will include hands on training provided by trade partners in electrical, plumbing and construction who work at the Meta site. This cohort has a total of 12 participants with 6 individuals co-enrolled under WIOA to assist with support services such as, required work boots and/or transportation assistance.

Our Employment Counselors, Gloria Fallini, Matthew Romero and Jenny Porfily attended the orientations and continue to support participants as needed while they enter the second portion of their training. Jenny will provide this cohort resume coaching along with interview preparation workshops on site as they prepare for their construction careers. Graduation is scheduled for November 17th, 2022.

Pictured below is most of the HHH class, Tim Johnson with Fortis Construction and William Marks with Meta.

Reentry Program with Deer Ridge Correctional Institute:
Our team consisting of (Jenny Porfily, Ryan Huff and Andrew Larkin with Oregon Employment Department) received the green light in mid-September to officially begin offering WorkSource Services on site in our WorkSource resource room equipped with computers that offer limited internet access specific to employment related sites. To date, they have met with a total 50 AIC's (adults in custody) prior to release, 4 of which were released to Central Oregon and are receiving WorkSource services including job searching, training opportunities, and employment connections including participation in our On-the-Job Training program.

HECC Grant:
We are still awaiting the release from HECC on the award status.

Partnerships:
Ashely Thunell and Marnie Fordham are providing Worksource Services at the Bend Campas on Thursdays in the Boyle Education building. We are working closely with the instructional deans to promote our WIOA scholarship opportunities.

Program Events:
The annual **Working Together Conference** is in Bend, OR on November 17th and 18th.
This conference will bring together key workforce stakeholders and leaders from across the west coast, including business and industry, elected officials, state agency leadership, education and training, economic development, and community-based organizations.
Members of our local reentry team will provide a presentation on Tapping into Hidden Opportunities Through Reentry Partnerships followed by a Q & A session.

The Children's Learning Center hosted a Community Resource night in Madras on October 20th. Melissa Rodriguez, our Madras Employment Counselor set up a resource table and shared about WorkSource services. Melissa is committed to promoting our programs and serving the Madras and Warm Springs communities under both our DHS JOBS and WIOA contracts.

Oregon Employment Update:

*Job listings through WorkSource as of October 20, 2022 are listed for each county and are available at www.oregon.gov/employ

***** UI rates listed for each county on www.qualityinfo.org as of 09.19.22.

Crook County:	**Jefferson County:**	**Deschutes County:**
UI Rate: 4.9%	UI Rate: 4.8%	UI Rate: 3.6%
136 job listings	85 job listings	2170 job listings

Board Report October 2022

Attachment C

10/24/2022

COIC Youth E&T

COIC Work/Education:

COIC's Youth Compass crews been working hard on a variety of field projects for the entire month of October. This results in 15 re-engaged youth spending 3 days per week receiving hands on training in the field, working side by side with highly qualified Youth Compass staff on coordinated high level outdoor projects. All youth participating in this program are paid $14/hour and receive hands on training via a highly successful modeling program, with Youth Compass staff working alongside the youth on projects. The unique part of our program is that the staff that are in the field training the youth, are also the case manager for each of the youth on the field crew. This results in a strong relationship between the youth and staff, built on trust and mentorship. If a youth working in the field is needing anything regarding support services, the case manager can identify this need and immediately makes the direct request for payment to assist this youth. A perfect example would be a youth showing up with inadequate clothes for outdoor field work, and staff then working with the youth one on one identifying needs in an appropriate setting away from peers. We can then use grant funding to purchase the youth the appropriate work attire to be more successful in their field training. This is just one example of how COIC's Youth Compass program is unique and different than other programs in the local area.

WILDLAND WILDFIRE CERTIFICATION TRAINING!!

Also pertinent to Oregon Conservation Corps, COIC's Youth Compass program will be holding our second official Wildfire certification training this October. The training will be conducted both COIC Youth staff and Oregon Department of Forestry in a formal classroom setting, covering all necessary curriculum to meet training standards. We're looking to serve up to 20 young adults who are interested in pursuing employment fighting wildfires in the summer of 2023. The training will be held at Heart of Oregon Corps's new training facility in Redmond during the last week of October.

All 4 of COIC's Youth Employment Counselors are working diligently with partners and local businesses to place youth into paid internships. We have many appropriate youth who are highly interested in participating in a paid internship with a business that they have career interest in. Staff work with youth using assessment tools to help them hone into career clusters which will help them with career training Partners in this process include Bend La Pine School District, Redmond School District, Bridges Academy, Madras High School, Youthbuild, Heart of Oregon Corps, Cascade Youth and Family, Department of Human Services and other organizations assisting with both youth and employer referrals.

On October 27th and 28th the Oregon Conservation Corps Advisory Committee will be in Central Oregon visiting project and training sites for Central Oregon Wildfire Workforce Partnership. Members from the OCC Committee will be touring COWWP project sites in southern Deschutes County along with an official Wildfire Firefighting Red card training course held in Redmond at Heart of Oregon Corps training facility. Details will be provided in COIC's December Board meeting.

Attachment C

Date: 10/24/2022

Board Report October 2022

COIC Youth Education Program

School Progress:

The school year is in full swing, with COIC students having taken more GED test at this same point last year between our Bend, La Pine and Redmond classrooms (Table 1). Additionally, our students are slightly ahead of pace for GED completions as well, and our teachers are working tirelessly to lead the rest of them to their goals.

In hopes of easing the burden on our staff and improving our accountability to our students and families, we continue working with our vendor preparing to implement a new student information system (PraxiSchool) this Fall. While the initial setup is pretty involved, the end result should be much more efficient for staff.

Staffing:

On the staffing front, we recently learned Haley Alexander – our incredible teacher aide for both the Bend and La Pine schools – is moving out of state to be closer to family. We are hopeful to find another fantastic person to fill this position as soon as possible. In the meantime, our staff will be stepping up to fill the void.

Table 1

Students Referred to COIC from September-October 24, 2022 with Related Outcomes. Parentheses () indicate last year's, 2021-2022, numbers. Brackets [] indicate those from 2020-2021.

Classroom	# Students referred for GED	# Students referred for Credit to Diploma	Total # referred	GED finished 10/24/2022	GED tests scheduled 10/24/2022
Bend	100 (89) [106]	1 (6) [14]	101 (95) [120]	8 (7) [4]	72 (63) [27]
La Pine	42 (36) [36]	3 (1) [5]	45 (36) [41]	2 (0) [1]	17 (9) [9]
Redmond	19 (28) [25]	0 (0) [3]	19 (28) [28]	1 (1) [1]	21 (17) [8]
Total	161 (153) [167]	4 (7) [22]	165 (159) [189]	11 (8) [6]	110 (89) [44]

Cascades East Transit (CET) – November 3, 2022 Board Meeting Report

Operations Update:

- Staff are actively recruiting drivers for the seasonal Mt. Bachelor winter shuttle service, as well as full-time and part-time drivers for Community Connector and rural Dial-A-Ride services.
- All CET services continue to be fareless, with the exception of recreation shuttles.

Grants:

- Outreach staff are presenting consolidated Statewide Transportation Improvement Fund (STIF) bylaws and committee rosters for consideration of approval by the Crook County Board of Commissioners on November 2 and the Jefferson County Board of Directors on November 9.
- COIC issued solicitation notices on behalf of Deschutes, Jefferson and Crook Counties, and the Confederated Tribes of Warm Springs for STIF Provider Applications that are due on November 8. COIC was delegated to administer the STIF Program on behalf of the three counties and Warm Springs.
- STIF Advisory Committee meetings are being scheduled for late November, during which members will review and prioritize STIF projects for funding.

Recreation Service:

- CET's Regional Public Transportation Advisory Committee (RPTAC) voted during their October 20 meeting to recommend to the COIC Board to consider approval of a slight increase in Mt. Bachelor winter shuttle fares for the 2022-2023 season, which are proposed at $7 one way and $12 round trip. Shuttle fares during the 2021-2022 season were $6 one way and $10 round trip. The rationale for increasing fares is due to rising fuel prices and no longer having Federal Lands Access Program funding to help subsidize fare costs.

Outreach and Engagement

Staff attended a Resource Fair in La Pine on October 21 to promote CET's Community Connector and La Pine Dial-A-Ride Services, in addition to the Rural Veterans Health Care Transportation Program.

- Staff attended the October Chamber of Commerce Bend 101 event to promote routes and services and encourage more people to ride the bus.

- Staff participated in numerous trainings to become comfortable with the new CAD/AVL software, Ecolane and Passio. These trainings help to ensure a smooth transition from the old system to the new.
- Staff conducted outreach in Madras on October 20 and attended a City of Madras planning meeting.
- COIC traveled to Jefferson County and Warm Springs on October 21 to recruit new STIF advisory committee members.
- Staff continue to engage riders at Hawthorne Station and on buses to receive feedback regarding specific CET routes and services.
- Staff continue to conduct travel training with Bend Dial-A-Ride customers in order to show them how to board the bus and plan trips using the route maps and schedules.
- A series of radio ads using in-kind services from CET's bus advertising program will be launched in November to help recruit drivers for Mt. Bachelor and other services.
- CET's Regional Public Advisory Committee (RPTAC) voted during its October 19 meeting to recommend the COIC Board adopt the final reports into the CET Transit Master Plan.
- Three Haunted Halloween Bus stop events are being planned for the downtown Library, OSU-Cascades, and COCC.
- CET's Outreach and Engagement conducted an interview with KTVZ on October 20 to discuss Bend Mobility Hub Feasibility Study findings and next steps.

Bend 'mobility hubs' project aims to offer one-stop array of transportation services, have fewer cars on the road

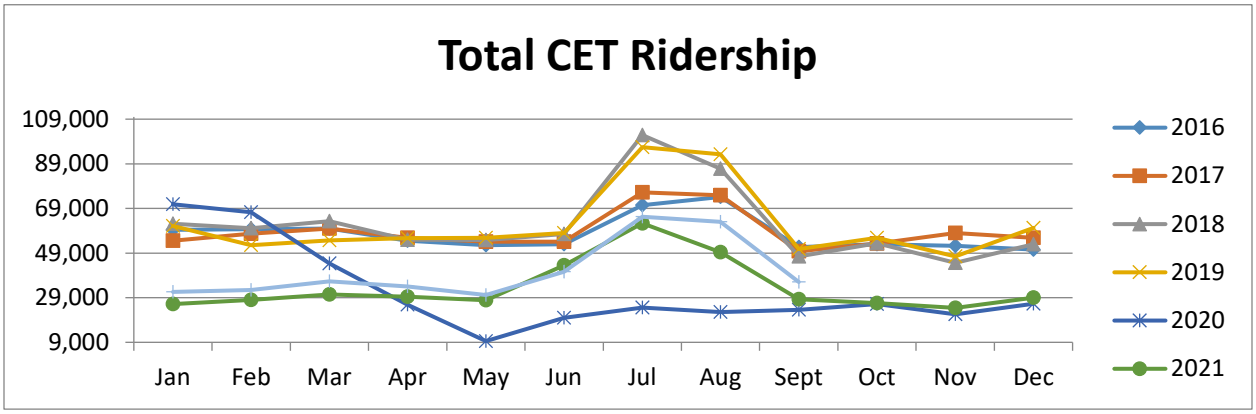
(Adding video, comments from CET, COIC Outreach and Engagement administrator)

BEND, Ore. (KTVZ) -- Imagine a "mobility hub" where you can easily access an Uber or Lyft, shuttles, bikeshares, and also get a bite to eat. Cascades East Transit is planning on creating just that.

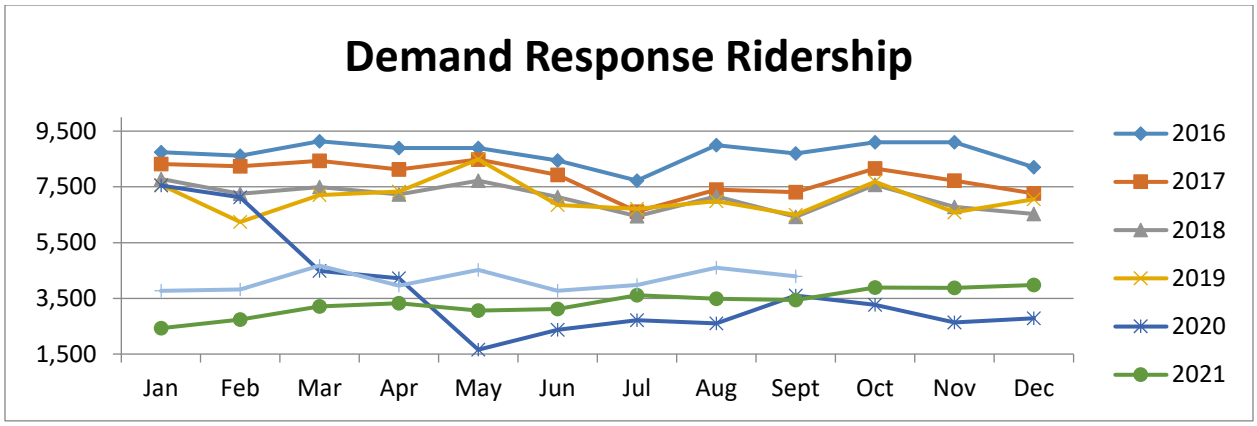
September Ridership Information

Safety and Statistics:

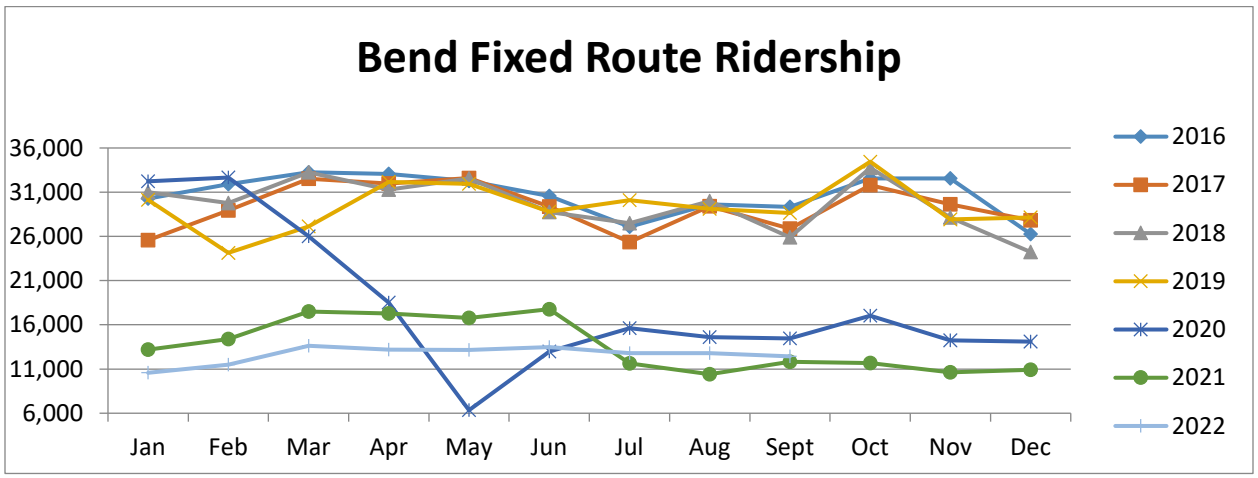
- Incidents: 0
- Non-preventable accidents: 0
- Preventable accidents: 0
- Injuries: 0
- Total complaints: 20
- Total compliments: 3



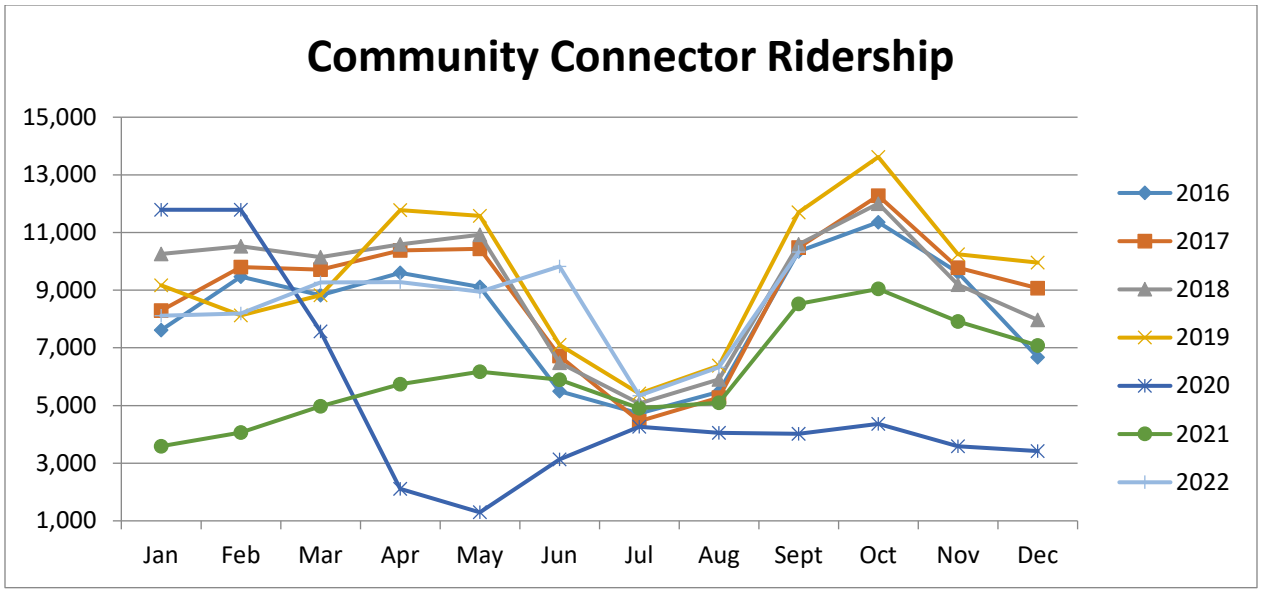
- **Total Ridership:** 36,046 (+27.5%) increase from last year (September 2021 and September 2022)
    - The increase in ridership can be attributed to increases in ridership across all CET services as compared to the previous year. Bend Fixed Route began operating on reduced schedules in July of 2021 so there is no longer a major discrepancy between operating on regular schedules and reduced schedules.



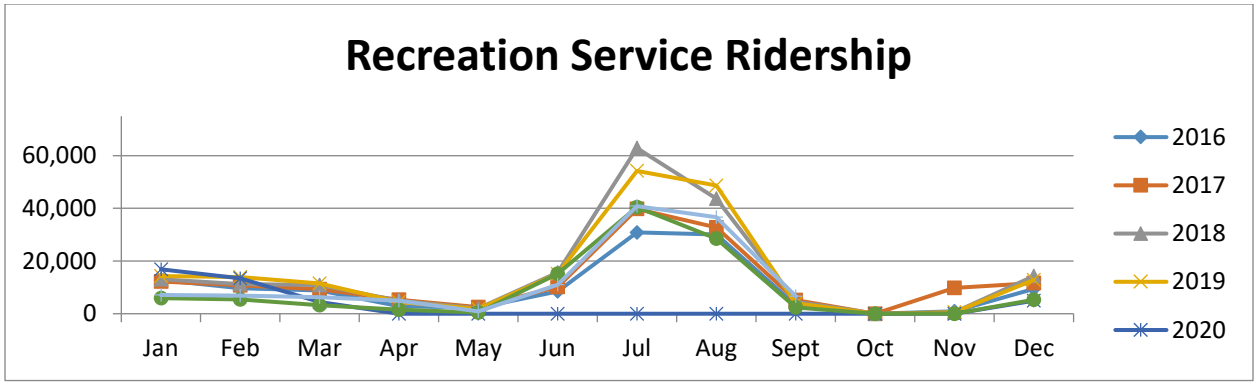
- **Demand Response Ridership:** 4,284 (+24.6%) increase from last year.
    - The increase in ridership can be attributed to the system being fareless, causing some rider to choose to use the curb-to-curb service instead of taking fixed routes, resulting in a major increase in Dial-A-Ride applicants. Another cause for the increase could be the enhanced efficiencies in scheduling which came with the new CAD/AVL system as well as the reopening of medical offices and facilities with fewer limitations to scheduling appointments.



- **Bend Fixed-Route:** 12,444 (+5.3%) increase from last year.
    - The increase in ridership can be attributed to Bend Fixed routes running on reduced schedules during the weekdays in both September of 2021 and 2022. September of 2022's frequencies were slightly increased from 2021, with Routes 2, 4, 5, and 6 all returned to their normal 45 minute frequencies. This return improved on-time performance and therefore the ability to make connections between routes on Bend Fixed Route resulting in increased ridership.



- **Community Connector:** 10,320 (+21.1%) increase from last year.
    - The increase in ridership can be attributed to the removal of some COVID-19 restrictions. Another factor in this increase is the addition of the new Route 25 which operates between Crooked River Ranch and Redmond.



- **Recreation Services:** 6,606 (+181%) increase from last year.
    - The increase in ridership can be attributed to less smoky days in 2022 compared to September of 2021 as well as warmer temperatures. This allowed for full operation of both Ride the River and Lava Butte services. The colder and smokier temperatures that Bend experienced in September of 2022 limited the increase in ridership.

Attachment D

CET - Customer Concerns and Complaints by Service Type

Sep-22

CET Service	Late Pickup or Drop Off	Missed Ride/Trip	Other Timing Concern	Program/Rule Complaint	Driver Concern	CSR / Call Center Concern	Dispatching/Scheduling Concern	Vehicle Concern	Safety Concern	Security Concern	Hawthorne/ Attendant Concern	No Show Concern	Concern Regarding Customer	Other CCF's	Total
Bend Fixed Route															
Route 1 - South 3rd St															0
Route 2 - Brookswood															0
Route 3 - Newport															0
Route 4 - North 3rd St					1										1
Route 5 - Wells Acres/ Reed Mkt															0
Route 6 - Reed Mkt/ Wells Acres					1									1	2
Route 7 - Greenwood															0
Route - 10 - Colorado															0
Route - 11 - Galveston / 14th															0
Route Unkn or Multiple Identified															0
Total Bend Fixed Route	0	0	0	0	2	0	0	0	0	0	0	0	0	1	3
Bend Dial-A-Ride	1	1			3							1		1	7
Rural Community Connector															
Route 20 -Warm Spgs ⇆ Madras															0
Route 21 -Madras ⇆ Culver															0
Route 22 -Madras ⇆ Redmond					1										1
Route 24 -Redmond ⇆ Bend					1										1
Route 26 -Prineville ⇆ Redmond					3										3
Route 28 -Sisters ⇆ Redmond															0
Route 29 -Sisters ⇆ Bend															0
Route 30 -Bend ⇆ La Pine					1										1
Route Not Identified															0
Total RCC Fixed Route	**0**	**0**	**0**	**0**	**6**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**6**
Rural Dial- A-Ride															
La Pine					1										1
Madras															0
Prineville															0
Redmond														1	1
Sisters															0
Service Area not Identified															0
Total Rural DAR Fixed Route	**0**	**0**	**0**	**0**	**1**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1**	**2**
Recreational Service															
Lava Butte															0
Mt Bachelor															0
Ride the River															0
Ride Bend															0
Total Recreational Services	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Unable to Identify Service/Route															**0**
CSR / Call Center						1									**1**
Dispatch / Scheduling															**0**
General Service Concern - Other					1	2									**3**
Hawthorne St. /Redmond Hub					1										**1**
TOTAL of all Service Concerns	**1**	**1**	**0**	**0**	**14**	**3**	**0**	**0**	**0**	**0**	**0**	**1**	**0**	**3**	**23**

SEPTEMBER 2022 CET MONTHLY REPORT

Attachment D

RIDERSHIP

TRANSIT SERVICE	SEP 22'	SEP21'	% CHANGE
BEND FIXED ROUTE	12,444	11,802	5%
BEND DIAL-A-RIDE	2,391	1,833	23%
COMMUNITY CONNECTOR	10,249	8,523	17%
RURAL DIAL-A-RIDE	1,893	1,606	15%
RIDE THE RIVER	4,603	2,354	49%

IMPROVEMENTS TO HIGHLIGHT

-Overall ridership is increasing

-Costs per ride are going down

RIDES PER HOUR

TRANSIT SERVICE	SEP 22'	SEP 21'	% CHANGE
BEND FIXED ROUTE	8.7	7.2	17%
BEND DIAL-A-RIDE	2.7	2.7	0%
COMMUNITY CONNECTOR	9.3	8.5	9%
RURAL DIAL-A-RIDE	2	2.2	-10%
RIDE THE RIVER	56.5	30	47%

WHAT NEEDS IMPROVEMENT

-Awaiting to see how new CAD/AVL system improves rides per hour

COST PER RIDE

TRANSIT SERVICE	SEP 22'	SEP21'	% CHANGE
BEND FIXED ROUTE	$ 16.81	$ 18.11	-8%
BEND DIAL-A-RIDE	$ 53.73	$ 57.86	-8%
COMMUNITY CONNECTOR	$ 25.54	$ 32.77	-28%
RURAL DIAL-A-RIDE	$ 61.98	$ 67.34	-9%
RIDE THE RIVER	$ 1.59	$ 1.68	-6%

Cascades East Transit Monthly Management Report — **September 2022**

Ridership	
Demand Response	4,284
Bend Fixed Route	12,444
Community Connector	10,320
Recreation Service	6,606
Deviated Service	2,392
Total Rides	36,046
% Change over last September	27.5%

Elderly/Disabled Rides	
Demand Response	2,882
Bend Fixed Route	6,557
Community Connector	971
Recreation Service	0
Deviated Service	751
Total E & D Rides	11,161

Demand Response	Rides
Bend	2,391
Redmond	991
La Pine	308
Madras	281
Prineville	307
Sisters	6
Total Rides	4,284
% Change	24.6%
September-21	**3,439**

Deviated Service	Rides
Madras	700
Warm Springs	1,692
Total Rides	2,392
% Change	11.3%
September-21	**2,150**

Fixed Route	Rides
Rt 1 South 3rd St	2,245
Rt 2 Brookswood	1,165
Rt 3 Newport	1,032
Rt 4 N. 3rd St	2,354
Rt 5 Wells Acres	1,468
Rt 6 Bear Creek	1,607
RT 7 Greenwood	1,658
RT 10 Colorado	0
Rt 11 Galveston	915
Total Rides	12,444
% Change	5.4%
September-21	**11,802**

Comm. Connector	Rides	STIF/Sat Service
Redmond/Bend	3,769	0
Prnvll/Redmond	1,532	0
La Pine/Bend	318	0
Madras/Redmond	2,112	0
Sisters/Redmond	456	0
Sisters/Bend	439	0
Wrm Spgs/Madras	1,595	0
Sisters Shopper	28	0
Crooked River	71	0
Total Rides	10,320	0
% Change	21.1%	N/A
September-21	**8,523**	

Recreation Service	Rides
Mountain Service	0
Lava Butte	2,003
Ride the River	4,603
Total Rides	6,606
% Change	180.6%
September-21	**2,354**

Service Delivery & Performance Data									
	Bend DAR	Rural DAR	Fixed Route	Comm. Conctr	Deviated Service	Mountain Service	Lava Butte	Ride the River	Total
Revenue Hours	875.2	924.0	1,431.3	1,104.3	162.2	0.0	32.2	81.5	4,611
Revenue Miles	12,515	8,031	19,443	32,596	2,634	0	315	496	76,030
Rides/ Revenue Hour	2.7	2.0	8.7	9.3	14.7	#DIV/0!	62.2	56.5	7.8

Service Days	
Weekdays	21
Saturdays	4
Sundays	4
Maj. Holidays w/ No Service	1
Maj. Holidays w/Serv Sat	0

Safety & Security		
Incidents	0	
Non-Prev Accdnts.	1	09/14 - passenger car hit bus mirror
Prev. Accidents	0	
Injuries	0	

Customer Service	
CET Calls Received	~3,000
CET ADA Denials	0

Complaints & Compliments	
Total Complaints	20
Total Compliments	3

Cumulative Operations Financial Data (Sept '22 Fiscal Year To Date)									
	Bend DAR	Rural DAR	Fixed Route	Community Connector	Mtn. Service	Ride the River	Lava Butte	Warm Springs	Total
Fixed Contract Cost (hours)	$79,021	$0	$128,613	$0	$0	$0	$0	$0	$207,634
Gen Admin Cost (hours)	$19,425	$45,465	$31,615	$50,150	$29	$4,763	$4,721	$8,646	$164,814
Driver Cost (hours)	$109,815	$152,252	$178,732	$167,942	$0	$32,294	$17,677	$32,987	$691,700
Other Ops Wages & Benefits	$105,668	$80,568	$171,983	$88,871	$0	$25,072	$6,737	$14,191	$493,089
Fuel Cost (miles)	$29,394	$14,713	$46,646	$54,047	$0	$8,605	$4,994	$5,869	$164,267
Vehicle Maint. Part Cost (miles)	$18,543	$6,011	$29,427	$22,082	$343	$9,881	$1,220	$2,098	$89,606
Other Operating Costs (hours)	$31,854	$43,436	$51,845	$47,912	$0	$7,288	$4,124	$1,135	$187,595
Total Cost	$393,719	$342,445	$638,862	$431,004	$372	$87,904	$39,473	$64,926	$1,998,705
Farebox Revenue	$0	$0	$0	$0	$0	$149,733	$45,853	$0	$195,587
Cost/Ride	$53.73	$61.98	$16.81	$25.54	#DIV/0!	$1.59	$1.37	$5.21	$12.17
Cost/Revenue Hour	$151.57	$132.77	$151.11	$151.49	#DIV/0!	$90.72	$90.99	$89.39	$139.00
% Farebox Recovery (ops)	0.0%	0.0%	0.0%	0.0%	0.0%	170.3%	116.2%	0.0%	9.8%
September '22 YTD Rides	7,328	5,525	38,012	16,878	0	55,205	28,883	12,453	164,284
September '22 YTD Rev Hrs	2,597.6	2,579.3	4,227.8	2,845.1	0.0	969.0	433.8	726.3	14,379
September '22 YTD Rev Miles	37,627	22,652	59,712	83,212	0	6,190	4,189	18,286	231,868

Central Oregon Intergovernmental Council
334 NE Hawthorne Ave. Bend, OR 97701 541-548-8163 www.coic.org

COIC

Memorandum

To: Tammy Baney, Executive Director

From: Andrea Breault, COIC Transportation Director

Date: 10/26/22

Re: RPTAC Recommendation to the COIC Board to Adopt Bend Mobility Hub Feasibility Study Final Report and Technical Memos into the CET 2040 Transit Master Plan Appendix

Overview of the Bend Mobility Hub Feasibility Study

The Bend Mobility Hub Feasibility Study was funded by an ODOT Transportation and Growth Management (TGM) Program Grant and managed by the Bend Metropolitan Planning Organization (MPO), in partnership with CET, the City of Bend, and the consultant team, Parametrix. The study was instrumental in laying the groundwork for the City of Bend and CET to develop a flexible approach for implementing a series of mobility hubs within Bend that can be scaled appropriately to meet community transportation needs. Inclusive public engagement efforts were conducted by CET staff to ensure community members, including transit riders and Spanish-speaking residents, had an opportunity to weigh in on proposed mobility hub locations and amenities. A Technical Advisory Committee (TAC) composed of Regional Public Transportation Advisory Committee (RPTAC) members, as well as community and agency partners, was responsible for reviewing and commenting on project deliverables. Information about the study, including the public meeting schedule, outreach events, technical memos, and links to the surveys are posted on CET's webpage at https://cascadeseasttransit.com/about/rptac/

Mobility Hub Planning and Development Next Steps

Funding for near-term mobility hub planning and implementation has been secured through the Statewide Transportation Improvement Fund (STIF) and the City of Bend's General Obligation Bond. COIC is actively engaged in conversations with agencies and property owners to assess potential locations within Bend that are suitable for mobility hubs. A mobility hub pilot project in downtown Bend is being considered that will provide a low-cost, temporary, and scalable model to assess the overall effectiveness of mobility hubs at providing more convenient and efficient transportation options. The development of mobility hubs throughout Bend will promote active modes of transportation such a transit, biking and walking, thereby reducing traffic congestion, parking demand, and related CO2 emissions.

Regional Public Transportation Advisory Committee (RPTAC) Review and Recommendation

RPTAC members were invited to participate in Mobility Hub Feasibility Study TAC meetings, which were held immediately following RPTAC meetings to ensure members were engaged with the study and were provided the opportunity to review and comment on deliverables. During the October 20 RPTAC meeting, members voted unanimously to recommend to the COIC Board the adoption of the Bend Mobility Hub Feasibility Study Final Report and Technical Memos into the CET 2040 Transit Master Plan Appendix.

Draft Motion to the COIC Board

The following draft motion is presented below for consideration by the Board.

"I make a motion to approve the adoption of the Bend Mobility Hub Feasibility Study into the CET 2040 Transit Master Plan Appendix"

Attachment F

Central Oregon Intergovernmental Council
334 NE Hawthorne Ave. Bend, OR 97701 541-548-8163 www.coic.org

Memorandum

To: Tammy Baney, Executive Director
From: Andrea Breault, COIC Transportation Director
Date: 10/26/22
Re: Mt. Bachelor 2022-2023 Winter Service Proposed Fare Increase

Overview of Mt. Bachelor Winter Service

CET works collaboratively with Mt. Bachelor to provide winter shuttles to and from Mt. Bachelor to ensure employees, residents, and visitors are able to access winter activities at the resort without needing to drive a personal vehicle. The 2021-2022 service experienced a 15% increase in ridership compared to the 2020-2021 season.

Financial Outlook

The Mt. Bachelor winter service is heavily subsidized by Federal Lands Access Program (FLAP) grants, which have been used in their entirety during the 2021-2022 season. Additionally, rising fuel and vehicle maintenance costs are contributing to higher overall operating costs for the service. Due to these financial considerations, Mt. Bachelor proposed increasing service fares for shuttles operating during the 2022-2023 season to $7 for a one-way trip and $12 for a round trip. Fares during the previous 2021-2022 season were $6 one way and $10 for a round trip.

Regional Public Transportation Advisory Committee (RPTAC) Review and Recommendation

RPTAC reviewed the Mt. Bachelor fare increase proposal during its October 19, 2022 meeting and voted unanimously to recommend to the COIC Board approval of the fare increase for the 2022-2023 season. RPTAC members were offered the opportunity to provide feedback regarding the proposed fare increase. Comments were focused on potential impacts to ridership and potential groups (i.e. low income, older adults) that might be impacted by increased fares.

Draft Motion to the COIC Board

CET's Fare and Service Policy states fare increases for transit services must be approved by the Board. Therefore, the following draft motion is for the Board to consider approval of the increase in Mt. Bachelor Winter Service fares:

"I make a motion to approve an increase in 2022-2023 Mt. Bachelor winter service fares at a rate of $7 for a one-way trip and $12 for a round trip"