

Meeting Minutes
Monday, April 8
10 am to 12 pm



Confederated Tribes of Warm Springs Administrative Building, Conference Room 3
1233 Veterans St, Warm Springs, OR

STIF advisory committee members

Lorien Stacona
Lyle Katchia
Melinda Poitra
Tom Estimo
Frances Martinez (alternate)
Andrea Breault

COIC Staff

Derek Hofbauer
Ashley Hooper

Public attendees

Lamar Jackson
Julie Lee
Felisia Reddog

Welcome and Introductions

- Attendees were asked to sign in and make introductions to the group. A quorum was present.

Public Comment Period

- Mr. Jackson asked about the potential for more bus stops in Warm Springs and explained the significance of possible Government Camp service. He mentioned that connecting Warm Springs and Government Camp will allow for Skibowl to access a larger workforce and provide Warm Springs tribal members access to jobs.

Review and approval of March 28 meeting minutes

- Ms. L. Stacona made a motion to approve the minutes, seconded by Mr. Estimo, and committee approved.

Review and prioritize [STIF Formula Fund Public Transportation Service Provider applications](#)

- A project for STIF administrative costs (\$7,300) was added to the project list. The purpose of this project is to help support the tribes with STIF administration support.
- The 100% project list includes projects that are forecasted to be fully funded through STIF. Because STIF is a payroll tax based on estimates, there is a possibility that there will be more dollars available than anticipated and ODOT has encouraged QE's to include a 130% list of projects that could potentially be funded.

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- The total funds available to Warm Springs are \$250,000, of which the 100% list covers \$249,993 and the 130% list includes projects totaling \$123,020.
- A requirement of STIF is that projects must link to existing, adopted plans in order to be funded. Any potential new project ideas or comments from committee members should be sent to Ms. Breault by late summer to ensure that these concepts can be included in the Transit Master Plan process, if applicable.
- Some of the projects have shared costs because the transit service crosses jurisdictions. As an example, Jefferson County has approved to pay for 1/3 of the operating cost for Route 20-Warm Springs/Madras. In a later meeting, Ms. Breault will ask the committee to help with details such as future transportation service times that would best serve the Warm Springs community.
- A Sub-allocation Method definition was presented to the committee by Ms. Breault: The Confederated Tribes of Warm Springs, the Qualified Entity, is allocating STIF Formula Funds to Cascades East Transit, as they are the only Public Transportation Service Provider to apply for 2019 -2021 STIF biennium funds. With that said, any CET project scoring or ranking will be prioritized by serving the greatest number of individuals by service type.
 - Ms. L. Stacona made a motion to approve the sub-allocation method definition, Mr. Katchia seconded, and the committee unanimously approved.

Formula Fund Rankings

- The projects were initially ranked based on open house feedback, but it is the role of the committee to decide if these projects are appropriate.
1. Project 1- 3 Saturday Runs on Route 20
 - Route 20 includes deviated service for the Warm Springs.
 - Ms. L. Stacona advocated for Project 1 as first priority and the committee unanimously approved.
 2. Project 2- Purchase Vehicle/Vehicle Match
 - Cascades East Transit will keep up with maintenance of the bus for this service.
 - Ms. L. Stacona advocated for Project 2 as second priority and the committee unanimously approved.
 3. Project 6- Marketing and Communication
 - This project has been reduced from \$13,987 to \$9,687 due to the addition of Project 7.
 - Ms. L. Stacona advocated for Project 6 as third priority for promoting service and the committee unanimously approved.
 4. Project 7- STIF Administration
 - It is important to note that the Confederated Tribes of Warm Springs will receive the STIF dollars, if the STIF plan is approved. The next step is that Tribal Council will approve the project rankings.
 - Mr. Estimo advocated for Project 7 as fifth priority and the committee unanimously approved.
 5. Project 5- Transit Hub Infrastructure
 - Putting funds aside to invest in a future transit hub. Once a location has been designated as a transit hub, there will be an opportunity to explore other possible grant opportunities.
 - Ms. L. Stacona advocated for Project 5 as a fifth priority and the committee unanimously approved.

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130% Project Ranking

1. Project 3- Service to Government Camp
 - a. The vehicle purchased for service expansion in Warm Springs will be a mid-duty vehicle with a 36-passenger capacity.
 - b. Ms. L. Stacona asked if this budget for maintenance would cover vandalism, which Ms. Breault responded that CET would have a spare bus to help support service in Warm Springs.
 - c. Skibowl's STIF payroll tax is contributing to Clackamas County and supporting Portland-area transit.
 - d. Ms. Lee mentioned there are 23 Warm Springs tribal members currently employed at Skibowl. There is a huge potential for more positions, but the problem has been a lack of transportation.
 - e. Ms. Poitra asked if there was any coordination with Wasco County. Ms. Breault responded that she will reach out to ODOT about ways in which Warm Springs can coordinate with Wasco regarding transportation needs.
 - f. Ms. Katchia mentioned there are many connections with the Confederated Tribes of Warm Springs to Wasco and Hood River counties. Mr. Hofbauer mentioned that this could be an opportunity to explore potential vanpools.
 - g. Ms. Martinez added that she received many applications for people in Warm Springs that wanted to work at Skibowl. While a shuttle option was explored, it ended due to liability issues.
 - h. If STIF funding is approved, a new vehicle would be available in fall 2020 after the procurement/contracting process. Ms. Breault referenced estimated operating costs for 14 hours a day, 5 days a week for 4 months. The winter service has 3 round-trips included in the cost. In the next round of STIF funding, there is the potential to have other counties, like Clackamas, possibly share the cost of the service.
 - i. Currently, the cost does not include fare revenue, but if it is decided to charge a fare on the service, then it will allow for the STIF dollars to go further. Ms. Martinez mentioned that when Skibowl offered a shuttle, the employees were more than happy to pay a weekly fee to use the service. Ms. Breault mentioned another option is advertising the Government Camp service to get other non-employees to use the service to help boost fare revenues.
2. Project 4- Reduced fares for Central Oregon Breeze
 - a. This project would reduce costs for the Central Oregon Breeze service for Warm Springs residents. This includes reduced fares for tribal members only, not the general public. When it comes to the specifics of the reduced fare program, the committee could make a recommendation to the Tribal Council. Ms. L. Stacona mentioned that it would be important to have the Breeze option, but she is hesitant to reduce funding levels from other projects, particularly with marketing and outreach, when people do not know about many of the services that exist. An effort from CET could look at promoting Cascades East Ride Center services so the Warm Springs community can have more access to transportation services and possible travel reimbursements.
- Ms. L. Stacona made the following proposal to the committee for voting purposes:
 - Rank STIF projects in 100% list as follows:
 1. Project 1- 3 Saturday Runs on Route 20
 2. Project 2- Purchase Vehicle/Vehicle Match

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3. Project 6- Marketing and Communication
 4. Project 7- STIF Administration
 5. Project 5- Transit Hub Infrastructure
- Rank STIF projects in the 130% list as follows:
 1. Project 3- Service to Government Camp
 2. Project 4- Reduced fares for Central Oregon Breeze
 - Recommend the final, ranked project list (incorporating the above changes) to be reviewed by the Confederated Tribes of Warm Springs Tribal Council.
 - Mr. Katchia made a motion to approve the three items mentioned in Ms. L. Stacona's proposal, Mr. Estimo seconded, and the committee unanimously approved.

Establish 2019 meeting schedule

- Tribal Council is scheduled to review the ranked list of projects on April 22 at 3 pm at the Tribal Council Chambers. The next meeting will be determined at a later date, but will most likely be held in the fall of 2019.

Adjourn