

**City of Bend**  
**Human Rights and Equity Commission**  
**Meeting Minutes**  
**December 13, 2023, Alternate Date and Venue**

Chair Alipuria called the December 13, 2023, Human Rights and Equity (HREC), hybrid meeting to order at 4:32 PM, in Boardroom at City Hall, 710 NW Wall Street, Bend, Oregon 97703, and through Zoom. Watch the **Human Rights and Equity Commission December 13, 2023, livestream recording**.

**1. Roll Call: Commissioners**

**Commissioners Present In-Person (7):**

- Chair, Manoj Alipuria, He/Him
- Vice Chair, Joanne Mina, She/Her/Hers
- Cameron Fischer She/Her
- Carly Colgan, She/Her
- Carolyn Peacock-Biggs, She/Her
- Christoher Foltz, He/Him
- Jasmine Wilder, She/Her

**Commissioners Present Virtually (1):**

- Linda Long She/Her

**Commissioners Absences Excused (3):**

- Erin Maher They/Them (Last Meeting, Declined 2<sup>nd</sup> Term)
- Jeff Kitchens, He/Him
- Stephen Sehgal, He/Him

**City Staff in Attendance:**

- Cassandra Kehoe She/Her, Accessibility and Equity Manager // HREC Staff Liaison (In-Person)
- Megan Perkins, Mayor Pro Tem // HREC Council Liaison (In Person)
- Stephanie Betteridge, She/Her, Chief Innovation Officer // Assistant City Manager (In Person)
- Russell Grayson, Chief Operations Officer (In Person)
- Sarah Hutson, Senior Management Analyst (In Person)
- Ian Leitheiser He/Him, City of Bend Assistant City Attorney (In Person)
- Katherina Barguil She/They/Ella, Community Relations Manager (In Person)
- Lisa Larsen She/Her, Administrative Support Staff, Accessibility and Equity (In Person)

**2. Land Acknowledgment:** Vice Chair Mina read aloud in English and Spanish.

**3. Minutes Approval:** Approve October 25, 2023, Meeting Minutes

There were no meeting minutes for November 8, 2023. The meeting was canceled, due to a lack of quorum.

**MOTION:** Commissioner Peacock-Biggs moved to approve the October 25, 2023, meeting minutes with no corrections to the draft minutes. Commissioner Fischer seconded the minutes as read. The ayes unanimously approved the nomination by all Commissioners that attended the October 25, 2023, meeting, seven in-person and one virtual commissioner.

#### 4. Welcoming HREC Member Introductions:

##### 4.1. Carly Colgan, She/Her:

Lived in Washington State, moved to Bend in August with her wife, with 18-month-old twins, and the CEO of the Redmond Habitat for Humanity. She believes in being active in the community and wants to have a community where her kids feel like her family is accepted, inclusive and equitable.

##### 4.2. Christopher Foltz, He/Him:

Christopher is a Software Engineer for Les Schwab headquarters. He is interested in taking what I know about IT and digital systems and applying them here and seeing how those systems have affected me in his logical way of thinking. He is here to learn, grow, and contribute.

#### 5. **Transportation Fee Update**, Russell Grayson, Chief Operations Officer and Sarah Hutson, Senior Management Analyst.

**Slide 1.** Transportation Fee Updates // Systems Develop Charges (SDCs):

**Slide 2.** Goal of Today's Meeting Presentation:

- Transportation funding overview
- Process and timeline; opportunities to learn more and feedback.
- Q&A

**Slide 3.** Transportation Overview: Transportation System Plan (TSP):

- Updated in 2020 20-year plan.
- Developed with community committees and public outreach over two years.
- Analyzes current and projected transportation conditions.
- Balances, needs, and community values of all users.
- Includes feasible financial plan.

**Slide 4.** Goals of the Plan

- **Increase system capacity**, Quality, and connectivity for all users.
- Ensure safety for all users.
- Facilitate housing supply, job creation, and economic development to **Meet Demand/Growth**.
- **Protect Livability** and ensure equity and access.
- **Steward** the environment.
- Have a **Regional Outlook** and **Future Focus**.
- Implement and **Comprehensive Funding** and **Implementation Plan**.

**Slide 5.** Transportation Funding Puzzle.

- CTAC Recommended Near-Term Funding Action Plan:
  - General Obligation Bonds (Currently Exists)
  - Transportation System Development Charge Update. (In Process)
  - Transportation Fee. (In Process)
  - Urban Renewal Funding. (Currently Exists)
- Other Funding Tools for Consideration in the Long-Term:
  - Local Improvement Districts. (Possible Future Tool)
  - Vehicle Registration Fees. (Possible Future Tool)
  - Seasonal Fuel Taxes. (Possible Future Tool)
  - Targeted Sales Tax (Food and Beverage). (Possible Future Tool)

**Slide 6.** System Development Charge (SDCs) Methodology. Developers Pay Associated with New Development.

- One-time charges at time of building permit.
- Intended to have development help pay for growth related infrastructure.
- Per organ statute:
  - SDCs may only be used for capital improvements.
  - **Cannot** provide revenue for operations and maintenance.

**Slide 7.** SDC (System Development Charges) Update Process and Timeline.

- Consultant team began work in October 2022.
- Extended affordable housing and childcare exemptions in December of 2022
- Stakeholder group representing >30 organizations, met six times between February and August to provide feedback to staff and elements of revising methodology.
- September 6th, 2023, work session.

Timeline:

- October 16, 2023 – 90 Day Notice.
- November 17, 2023 – Methodology Report.
- December 6, 2023 – Work Session.
- January 17, 2024 – Public Hearing.
- July 1, 2024 – New Fee Schedule.

**Slide 8.** Recovering Growth Costs.

Ensure water, sewer, and transportation systems are aligned with the needs of a growing city.

- Updated CDC's reflect full project list:
  - Based on infrastructure master plans.
- Implementation categories and assumptions updated to reflect national and local data:
  - Utility billing data
  - Deschutes County property info.
  - Engineering technical references.

**Slide 9.** Efficiency and Economic Development.

Improve administrative efficiency and permitting process; Support economic development.

- Consistent consolidated nonresidential categories:
  - Updated data and assumptions
  - Reduce re-assessments.
  - Categories reflect mixed uses.
- Consistent scaling measures across systems.
- Urban Area Rate for certain core/opportunities area development that supports denser urban form.
- Expand exemptions for childcare development.

**Slide 10.** Sustainable and Affordable Housing.

Optimize housing continuum; Encourage sustainable development; Promote climate goals and housing equity; Support administrative efficiency.

- Tiered SDCs for single unit and middle housing.
- Uniform SDCs by housing type for multi-unit.
  - Support family sized units.
- Expand SDC deferrals.
  - SDC rate set at time of permitting.
- Continue affordable housing and temporary shelter exemptions.

**Slide 11.** Examples of Impacts. Residential, All Systems.

Single-Unit and Middle Housing Current Year – 2023-24: \$21,760. Updated Average \$22,056.

- Tier 1: <600, Revised \$11,385. Current \$21,760. (-48%)
- Tier 2: 601-1200, Revised \$16,139. Current \$21,760. (-26%)
- Tier3: 1201-1600, Revised \$19,457. Current \$21,760. (-11%)
- Tier 4: 1601-2200, Revised \$21,758. Current \$21,760. (0%)
- Tier 5: 2201-3000, Revised \$25,061. Current \$21,760. (15%)
- Tier 6: >3001, Revised \$31,080. Current \$21,760. (43%)

Multi-Unit and Other Housing Types:

- Multi-Unit (> Units): Revised \$11,672. Current \$10,456. + WM
- Manufactured Dwelling Park: Revised \$14,312. Current \$9,889. + WM
- Micro-Units/Single Occupancy: Revised \$7,125. Current \$3,816. + WM
- Sr. Housing, Attached, (55+ restricted, no care): Revised \$7,125. Current \$5,666. +WM
- Continuing Care Facility: Revised \$7,151. Current \$6,235. +WM
- Accessory Dwelling Unit – (ADU: Rate reflects transportation only): Revised \$2,239. Current \$2,530.

WM = Water meter size;  $\frac{3}{4}$  inch equivalent to 1 EDU (\$6,495 EDU)

**Slide 12.** Next Steps.

- January 17, 2024, Public Meeting
- Copies of methodology report available at permit counter and online.
- Submitting public comment (comments received to be provided in council packet).
  - In writing to Sarah Hutson [shutson@bendoregon.gov](mailto:shutson@bendoregon.gov).
  - In person at the January Public Hearing.

Chief Operations Officer Grayson and Senior Management Analyst answered questions from the commissioners. Please contact Russell Grayson, Chief Operations Officer, or Sarah Hutson, Senior Management Analyst if there are any other questions.

**Slide 13.** Transportation Fee is a recurring fee collected from residents and businesses through their regular utility bill.

- Share the costs of maintenance to keep the system operating at an adequate level.
- Common funding tool in Oregon (>30 Oregon cities)
- Spent only on the service provided -- the street and transportation system. Money collected not available for other government services or functions.

**Slide 14.** Transportation Fee Overview. Why are we here?

- Transportation goals.
- Funding for operations and maintenance is limited and declining.
- Revenue not keeping up with increasing costs.
- Gaps increasing for operations and maintenance.

**Slide 15.** General Fund Revenue.

- Where does it come from:
  - Property Tax, 62%
  - Room Tax, 13%
  - Franchise Fees, 13 %
  - Other revenue, 12% (includes revenue from the State and other discretionary revenue)
- Where does it go:
  - Housing, 3%, 4.5M.
  - Streets, 9%, 11.7M.
  - Police and Fire, 77%, \$103.7M.
  - Other, 11%, 14.2M.

**Slide 16.** Streets and Operations Fund.

- Winter Operations and Sweeping, 16%.
- Concrete, Paving, Core Services, 15%.
- Land and BBP, 6%.
- Admin and Support Services, 18%.
- Streets Engineering, 8%.
- Street Preservation, 25%.
- Signs and Markings, 12%.

**Slide 17.** How will residents and businesses benefit?

- Transportation Fee will:
  - Protect investments with cost-effective preventative maintenance.
  - Support more frequent year-round maintenance.
  - Fund equipment for multi-modal maintenance.
  - Pay for expanded path-maintenance and sidewalk-infill.
  - Expand operations and sustain engineering staff to support these programs into the future.

**Slide 18.** Improved Transportation Safety.

Improved sidewalks and paths for people who walk and roll, and improved safety across the transportation system.

Parrell and Reed Lane neighborhood Street Safety Program improvements.

**Slide 19.** Current Pavement Conditions.

- Transportation Streets network = 882 lane miles.
- Arterials = 160 lane miles with PCI of 80.
- Local = 646 lane miles with a PCI of 74.

**Slide 20.** Protecting Our Investment.

- Transportation St. network replacement value = \$829.3M.
- Five-year deferred maintenance backlog = \$83M.

**Slide 21.** Process/Schedule: Transportation Fee.

- Q1 2023: Council Work Session.
- Q2 2023: Internal steering committee, project plan, consultant support.
- Q3 2023: Roundtables, work sessions.
- Q4 2023: BEDAB discussions, Neighborhood District forums.
- Q1 2024: Policy direction, code development and adoption.
- Q2 2024: Testing and implementation.
- Q3 2024: Start appearing on bills.

**Slide 22.** Questions for HREC.

- How should the city provide discounts or exemptions for low-income residents?
  - The current proposal is that all households on utility billing assistance would qualify for a lower fee. Should it be at 50% (consistent with the other program discounts)? Or at 100% exemption, and if so, why? Should the household be auto enrolled or is there another method to consider?
- What equity factors should the city consider when it comes to selecting or prioritizing work funded by the Transportation Fee?
  - One idea that came up during the community roundtable was to create a scorecard to help rank potential projects. Socioeconomic factors, location in the city, proximity to affordable housing and/or transit came up as potential factors. What other items might be worthwhile to evaluate?

- What questions do you have about the Transportation Fee?

The above questions were posed to the commissioners that were present at today's meeting. There were about two thousand on the assistance program. The program recently was modernized to serve more households.

They realize that many of the households that may qualify may not live in a single-family house, but may be in apartment and that is not captured through utilities.

Commissioners asked questions about how residents will sign up for assistance or have knowledge of the program. They would be information on their utility bill and discussed how the program would work if they signed up through NeighborImpact. Mention of the city **Utility Assistance Programs** and tools on how to let people know about the different programs.

Robust communications will go out to the community through billing and other communication tools, to get the message out. They will talk about policies at the beginning of the year. Decisions need to be made to get the system ready internally.

## 6. Public Comment:

- Louis Capozzi:  
Urges HREC to factor older adults in the conversation of equity. Consider adding an individual from the Council of Aging to serve on HREC and advocate for older adults.
- Dorinne Tye:  
Transportation Noise and Pollution: Environmental Justice and the intersection of impacted and marginalized groups. Environmental injustice increases the number of those who are disenfranchised.

## 7. City Council Liaison Update: Councilor Megan Perkins, She/Her, HREC City Council Liaison.

2023 Reflections // 2024 Horizon

Councilor Perkins wants to focus on, personally, this year with HREC, building a stronger connection between City Council and HREC.

Councilor Perkins Highlights:

- They gave \$500K to middle income projects in the city.
- Exceeding their goal of 500 shelter beds in the community.
- Safe Parking Program that has a 50% rate for getting people into stable housing. The navigation center, alone, saw 230 people out of homelessness.
- Supported the creation of over a thousand of deed restricted affordable homes, between 2021 and 2023.
- Secured \$25 million for Hawthorne Bridge.
- Supported the creation of the County Crisis Response Team (CCRT). Since May 1<sup>st</sup>, the Police Department had 752 encounters, with 75% of those with no Police Department involvement.
- The City Council will look at the city tree codes in the future.
- They have brought the Stevens Road track into the UGB (Urban Growth Boundary).
- Future talk about Climate Friendly Areas and In-Conduit Hydro Feasibility.
- Passed a fire levy.
- Neighborhood Street Safety Project and the award-winning Newport Avenue Project.

City Council Quarterly Update:

- January 17, 2024, from 4:30 to 6:00 p.m.
- Council Goal Highlights.
- Public Safety Goal Updates.
- Police Chief Board Update

Chief Innovation Officer Betteridge spoke about sponsorship dollars. The city has a program where the City Council and some of the departments have sponsorship dollars. Those dollars are awarded to community groups and organizations aligning with Council goals and priorities.

There are about \$115,000., in discretionary funds each year that are awarded. You can find information on the **Membership and Sponsorship | City of Bend ([bendoregon.gov](http://bendoregon.gov))** webpage. Chief Innovation Officer Betteridge mentioned taking a step back, to apply an equity lens, and make sure those dollars make the biggest impact in our community.

Chief Innovation Officer Betteridge stated that the city would like to partnership with HREC and work on some guiding principles on how those dollars are allocated. Removing any barriers to community groups access and navigate through that process.

8. **Adjourn:** With no further HREC business, Chair Alipuria adjourned the December 14, 2023, Human Rights and Equity hybrid meeting at 6:03 p.m.

Respectfully Submitted,

Lisa Larsen

Administrative support specialist, Accessibility and Equity

December 13, 2023, HREC Hybrid Meeting, Alternate Date and Venue (Boardroom)



### **Accommodation Information for People with Disabilities**

To obtain this information in an alternate format such as Braille, large print, electronic formats, etc., please contact the Accessibility and Equity Manager Cassandra Kehoe at [ckehoe@bendoregon.gov](mailto:ckehoe@bendoregon.gov) or call 541-693-2141. Relay Users Dial 7-1-1.

**Para solicitar copias en español de los documentos en esta página web o en un formato alternativo como Braille, letra grande, formatos electrónicos, etc.:**

Por favor contacte al Director de Equidad e Inclusión, Andrés Portela [aportela@bendoregon.gov](mailto:aportela@bendoregon.gov) o llame al 541-323-8563. Los usuarios de retransmisión marquen el 7-1-1.