

City of Bend
Human Rights and Equity Commission
February 28, 2024, Regular Meeting Minutes

Commissioner Linda Long conducted and called the Bend Human Rights and Equity Commission, February 28, 2024, regular hybrid meeting to order at 4:31 PM, in Council Chambers at City Hall, 710 NW Wall Street, 97703. Watch the **February 28, 2024, livestream recording**.

1. Roll Call: Commissioners.

- Chair Manoj Alipuria, He/Him (*Absent – Excused*).
 - Vice Chair Joanne Mina, She/Her (*Absent – Excused, Last Meeting*).
 - Cameron Fischer, She/Her, (*In Person*).
 - Carly Colgan, She/Her, (*Absent – Excused*).
 - Carolyn Peacock-Biggs, She/Her, (*In-Person*).
 - Christopher Foltz, He/Him, (*Virtual*).
 - Jackie Currie, She/They, (*In-Person*).
 - Jasmine Wilder, She/Her, (*Virtual*).
 - Jeff Kitchens, He/Him, (*In-Person*).
 - Linda Long, She/Her, (*In Person*).
 - Nancy Stevens, She/Her/Hers (*Absent – Excused*).
- 4 In-Person, 3 Virtual = 7, and 4 Absences Excused.

City Staff:

- Cassandra Kehoe, She/Her/Ella, Accessibility and Equity Manager / HREC Staff Liaison. (*In Person*)
- Andrés Portela, He/Him, Equity & Inclusion Director. (*In Person*)
- Stephanie Betteridge, She/Her, Assistant City Manager // Chief Innovation Officer. (*In Person*)
- Megan Perkins, She/Her, Mayor Pro Tem // HREC Council Liaison. (*In Person and Virtual*)
- Ian Leitheiser, He/Him, Assistant City Attorney. (*In Person*)

Public: No public in Chambers or virtually.

2. Land Acknowledgment: Commissioner Fischer read in English & Commissioner Long in Spanish.

3. Minutes Approval: Approve January 31, 2024, Meeting Minutes.

Motion: Commissioner Kitchens motioned to approve the HREC January 31, 2023, Draft Minutes as read, with no corrections. Commissioner Wilder seconded the motion. The motion to approve the January 31, 2024, unanimously passed by all voting members who attended today’s meeting, in person (4) and virtually (3).

4. Public Comment:

No public commenters in Chambers or virtually.

5. HREC Council Liaison Update: Megan Perkins, She/Her, Mayor Pro Tem.

Highlight from the February 21, 2024, City Council Meeting:

- Reviewed initial designs for the Hawthorne Bridge. The city received funding for pedestrian and bike bridge.
- Discussed about the Transportation SDC (System Development Charges).
- City Council approved the Affordable Housing Recommendations from the Affordable Housing Committee.

The affordable housing fund is a fee assessed at one-third of one percent on building permits. Bend is the first city in Oregon to have an Affordable Housing fee. The fee changes every year. This year's award was about a million and a half dollars.

Interests for the next City Council Meeting on March 6, 2024:

- Memorandum of understanding with Warm Springs.

This week there have been Transportation Utility Fee listening sessions to help with the operations and road maintenance. The fee would take effect in July with a three-year process of phasing into the full amount. And collecting data each year since. Currently we have limited data from the business side about how to access this fee.

Mayor Kebler, She/Her, mentioned this is the first time this kind of intergovernmental memorandum of understanding has happened. She does not know of any other Central Oregon City doing this work yet with the tribes. They will meet a couple of times a year to discuss shared concerns.

6. **City Structure & Organization Presentation - Slide one:** Ian Leitheiser, He/Him. Assistant Attorney.

Assistant Attorney Leitheiser is one of five lawyers in the city attorney's office. We are the city's in-house Law Firm. All City's operate in complex legal framework. This includes all the things outside the city that influence how we must make decisions and the structures we set up for how we make decisions.

This presentation currently shared with advisory bodies and employees:

- **Slide 2:** Objectives.
 - Members of advisory bodies should understand the basic structure and functions of the entire City to guide and develop their work.
 - Understand how decisions are made, who makes them, and why.
 - Understand what a city does, does not do, and (in some cases) can't do.
- **Slide 3:** Home Rule Basics / City Authority.
- **Slide 4:** What does the City Do?
- **Slide 5:** Effect of Charter, Ordinances, Resolutions.
- **Slide 6:** Current City Charter – Adopted in 1995.
- **Slide 7:** City of Bend Charter, continued.
- **Slide 8:** Charter Provisions Related to Council.
- **Slide 9:** Council has a Significant Oversight Role, with Limits.

- **Slide 10:** City Manager.
- **Slide 11:** Council-Manager form of Government.
- **Slide 12:** Council and Advisory Bodies.
- **Slide 13:** Council and Advisory Bodies, continued.
- **Slide 14:** HREC (1 of 4)
- **Slide 15:** HREC (2 of 4)
- **Slide 16:** HREC (3 of 4)
- **Slide 17:** HREC (4 of 4)
- **Slide 18:** Ethics – ORS Chapter 244.

7. HREC: Stipend Review & Recommendations Workshop 2, Slide 1. Stephanie Betteridge, She/Her, Assistant City Manager.

- **Slide 2:** Objectives.
 - Recap the stipend program, survey findings and January HREC discussion.
 - Develop recommendation for any charges to the program.
 - Discuss presenting recommendation to Council.
- **Slide 3:** Stipend Background. 2021/2023 Council Goal: Accessible + Effective Government.
- **Slide 4:** January Discussion, Stipend Survey (Issued in October 2023).
- **Slide 5:** Possible Adjustments: Stipend Program. Commissioners' suggestions.
 - **Should diversity data be requested?**
 - A few commissioners were strongly opposed.
 - Not a contingency on gathering this data.
 - **Should program be expanded to ad-hoc committees?**
 - Consensus was yes if on a regular basis.
 - **Expanding reimbursement options?**
 - Direct deposit, yes.
 - **Frequency of Stipend Payments.**
 - Stephanie will follow up on this option.
 - **How should the program be highlighted?**
 - Website, outreach materials, on application, and in interviews.
- **Slide 6:** Next steps.
 - Summarize feedback + do additional research and evaluation (February).
 - HREC develops a recommendation (February).
 - Present recommendation to Council (April).
 - Update policy + conduct outreach and communication.

8. HREC Workplan Update (Part 1/3): Andrés Portela, He/Him, Equity, and Inclusion Director.

Slide One: 2023 Recommendations and Decisions:

- Stipend Conversation
- Transportation Utility Fee Conversation.
- Camping Conde Conversation.
- Welcoming Week Event Hosted by HREC.
- Shared the definition of Equity for the City of Bend.
- Resources for discrimination collection – subcommittee Led.
- Council Policy on Discretionary Funding / Sponsorship of Community Programs, Services and Events. Policy No. CP007.
- There are more wins!

Due to the length of previous presentation, Equity and Inclusion Director Portela started quickly reading the rest of his presentation. Commissioner Kitchens asked to table this presentation and discussed at the March meeting. Mentioning they should slow down to consume this information. Portela agreed and will present at the next meeting. Commissioner Long agreed.

9. HREC Elections – March:

Chair and Vice-Chair election reminder.

10. Standing Item: Community Events and Updates.

Due the length of the previous presentations. This agenda item will be discussed at the next meeting.

11. HREC Agenda Setting & Bike Racks:

Due the length of the previous presentations. This agenda item will be discussed at the next meeting.

12. Adjourn: With no further HREC business, Commissioner Long adjourned the February 28, 2024, Human Rights and Equity Commission hybrid meeting at 6:37 p.m.

Respectfully submitted,

Lisa Larsen
Accessibility Administrative Support Staff



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 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 o llame al 541-323-8563. Los usuarios de retransmisión marquen el 7-1-1.