



# Meeting Minutes

## City of Bend Accessibility Advisory Committee

### May 23, 2024, Regular Hybrid Meeting

Chair Burnett conducted and called the City of Bend Accessibility Advisory Committee, May 23, 2024, regular hybrid meeting to order at 1:03 PM, at City Hall in Council Chambers, 710 NW Wall Street. Watch the [COBAAC May 23, 2024, livestream recording](#).

#### 1. Roll Call: Committee Members.

##### Members Present Virtually (4):

- Aaron Rivers, He/Him
- Liz Diether-Martin, She/Her
- Stephanie Utzman, She/Her
- Liz Woodfin, She/Her

##### Members Present In-Person (4):

- Chair, Chair Carl Burnett, He/Him
- Vice-Chair John Heylin, He/Him
- Amanda Hamer, She/Her
- Derek Hofbauer, He/Him

##### Members Absences Excused (3):

- Kori Sparks, She/Her
- Nicholas Radon, He/Him/His
- Whitney Bennett, She/Her

##### Staff in Attendance:

- Cassandra Kehoe, She/Her/ella, Accessibility & Equity Manager / COBAAC Staff Liaison. *(In-Person)*
- Andrés Portela, He/Him, Equity, and Inclusion Director. *(In-Person)*
- Barb Campbell, She/Her/Hers, Councilor, COBAAC Council Liaison. *(In-Person)*
- Mellissa Kamanya, She/Her, Affordable Housing Coordinator. *(In-Person, Presenter)*
- Lisa Larsen, She/Her, Administrative Support Specialist *(In-Person)*

##### Public Attended and/or Commented:

- Ande Munro, here to listen to the meeting.
- Cameron Corona, He/Him, commented.
- Talena Barker, here to listen to the meeting.

#### 2. Land Acknowledgement: COBAAC Volunteer, Chair, Burnett. **Timestamp 5:48**

#### 3. Minutes Approval: Approve May 23, 2024, Draft Meeting Minutes. **Timestamp 6:45**

**Motion:** Member Vice Chair Heylin motioned to approve the COBAAC May 23, 2024, Draft Minutes as read, with no corrections. Member Hamer seconded the motion. The motion to approve the May 23, 2024, draft minutes, unanimously passed by all voting members who attended today's meeting, in person (4) and virtually (4).

#### 4. Public Comment: **Timestamp 7:42**

- Cameron Corona, He/Him. From Eugene, student from the University of Oregon, studying Engaging Diverse Communities.

#### 5. Leadership Bend 2024 Project Accessibility Update: No one was in attendance. **Timestamp 9:43**

**6. Analysis of Impediments to Fair Housing:** Mellissa Kamanya, She/Her, Affordable Housing Coordinator. **Timestamp 10:04**

This is important work that the Housing Department has done, it started 10 months ago when Housing coordinator Kamanya met with COBAAC (City of Bend Accessibility Advisory Committee) and talked about the Fair Housing Proclamation. Housing coordinator Kamanya thanked COBAAC for their partnership and COBAAC suggestions are woven throughout this document.

- **The City of Bend receives funds from HUD: Called the Community Development Block Grant. Performing an Analysis of Impediment for Fair Housing.**
- **The purpose is to assess our community and look for discriminatory practices and identify impediment through outreach. To make appropriate recommendations.**
- **Of ten months of Community Input 8 months was active community engagements.**
  - 350 community members through a survey and around three hundred in face-to face interviews.
  - The three top issues heard:
    - Difficulty for property management company to address tenants housing needs.
    - Limited housing and infrastructure for persons with disabilities.
    - Substandard living conditions.
- **Census data highlighted changes in Bend: Looking at the trends over five years:**
  - Race and Ethnicity
  - Persons with disabilities
  - Income
  - Poverty
  - Employment
  - Housing
- **Local data focused on identifying disparities:**
  - Identifying Disparities: Public Sector; Private Sector; School enrollment and Racial / Ethnic Composition.
  - Access to Social Mobility: Income segregation; Violent crime; Two income earners.
- **Impediment 1 Recommendations:**
  - Prioritize services and community investment in areas with concentrations identified.
  - Evaluate City projects for impacts on protected classes and potential displacement.
  - Balance tracts by increasing housing supply in areas outside of concentrations.
  - Create support systems for low-income families moving into high social mobility areas.
- **Impediment 2 Recommendations:**
  - Create workflows and systems to collect and analyze data.
  - Develop platforms to communicate data with the public.
  - Enhance community partnerships and establish protocol for data collection and sharing.

- **Impediment 3 Recommendations:**
  - Increase the number of fully accessible dwelling units in Bend.
  - Consider funding for developers to offset additional costs for building fully accessible dwelling units.
  - Identify areas with infrastructure that limit walkability / rollability for persons with disabilities.
- **Impediment 4 Recommendations:**
  - Increase developer accountability for how their property management's fair housing compliance.
  - Plan to share fair housing data, trends, and community input with developers.
  - Engage with community on fair housing trainings.
  - Collaborate to provide training on how to request reasonable accommodations.
  - Evaluate and improve City policy language.
  - Consider policies regarding the identification and handling of restrictive covenants.
- **Impediment 5 Recommendations:**
  - Create systems to analyze and publish Bend lending data.
  - Evaluate downpayment assistance fund options for protected data.
  - Partner with local organizations to increase financial literacy and lending readiness.
- **Council Guidance: (Affordable Housing asked the Council)**
  - Option 1: Regular reporting to Council on efforts and/or accomplishments to address impediments.
  - Option 2: Incorporate recommendations into Council goals, either short-term or long-term.
  - Option 3: Other

City Council asked them to come back on a regular basis and provide updates. Housing Coordinator asked COBAAC members the same three questions.

*Committees Question and Answer:*

- **Vice Chair Heylin – We would like to be a part of solving problems, and we are seeing the results. Where is the Wisteria Neighborhood?**
  - By Pilot Butte
- **Chair Burnett – We would love to have you back for updates. Request for having housing as a part of goals.**
  - How has fully accessible units been defined?
    - They are published standards that we received from the State of Oregon.
    - Cassandra will receive that from Mellissa.
    - We are sharing industry standards,
  - Accessible for whom? Based on impairments

- **Member Diether- Martin – What does accessible mean? Could you remind us of the accessibility requirements?**
  - In multifamily apartments, 10 percent are required by law to be accessible.
  - Homeownership – Requirement is 0 Percent
  - This is not market rate and are folks who applied for funding from the city.
- **Chair Burnett – Tiers for accessible design (tier 1 Step-free access, Sufficient for a wheelchair, tier two is accessible kitchens)**
- **Vice Chair Heylin – IS there a way we can highlight developers who can go above the ask? They went above the 10 percent.**
  - Yes, there is a way to celebrate them.
  - At what point do we do that?
- **Barb – Do Multifamily require 10 percent standard?**
  - Equity Director Portela said, yes.

## 7. COBAAC 2024 Strategic Plan: Subgroup Updates. **Timestamp 39:35**

### **Improving Transportation and Infrastructure Group:**

- **May 16<sup>th</sup>, Walk & Roll Event discussion led by Chair Burnett. .7 miles through the river, west neighborhood. Used multiuse paths and city-owned property.**
  - Councilor Campbell and Councilor Mendez attended this event.
  - Parks and Rec. Ian Isaacson, Landscape Architect, attended and talked about initiatives that are underway to support access.
  - Discussed the **Bend Works app**. And how to report Barrier Removal Requests (BRR)
  - Discussed pedestrian infrastructure network.
  - Would like to have more folks with disabilities present and get more perspectives.
  - Member Hofbauer and Chair Burnett acknowledge Accessibility and Equity Manager Kehoe and Member Bennett in getting this done.
- **Accessible On-Demand Transportation:**
  - This group held off on this goal due to working on the Walk and Roll Event.
- **Creating an Accessible Community:**
  - The scheduled July COBAAC BBQ is canceled, and an event will be this summer or fall.
- **Creating a Culture of Accessibility within the City of Bend:**
  - There were no updates for this group.
  - Not able to get a hold of Trauma Informed Oregon to involve them in training.
    - They do have train the trainer model.
  - They will check into what other training option exist.

## 8. COBAAC Roundtable: **Timestamp 55:44**

- **Members Hamer and Vice Chair Hey: No input.**
- **Member Derek: Transit to Trail Service (20 bike trailer):**
  - Working with Oregon Adaptive Sports
  - Events to Come
  - Buses are ADA Accessible
- **Chair Burnett:**
  - Attempted to purchase accessible tickets and needs to get an access card.
  - Cost is marginal.
    - Document the nature of your disability.
    - Types your accommodations in public facilities.
    - Access Card: Making access easy.
    - Nimbus Disability: Innovation for an accessible future.
      - **Access Card: Making access easy**
      - **Nimbus Disability: Innovation for an accessible future**
- **Member Rivers:**
  - His family donated to OAS (Oregon Adoptive Sports) – to purchase another snow cart for next season. They will then have one at Bachelor and one at Hoodoo.
    - **Oregon Adaptive Sports | Outdoor Recreation for People with Disabilities.**
    - Building Independence for skiing.

## 9. Accessibility and Equity Manager Update: Cassandra Kehoe, She/Her/Ella. **Timestamp 1:06:06**

- **Bend Pride:**
  - When: 11 a.m. – 5 p.m. on Saturday, June 1
  - Where: Drake Park.
  - To volunteer: Complete this sign-up form by 5 p.m. on Wednesday, May 29. Include your shirt size and what hour(s) you would like to volunteer to be at the booth. Shifts are available from 9 a.m. (setup) to 6 p.m.(cleanup). After you **complete the sign-up form**, you'll be sent an invitation to attend a brief orientation meeting to prep for the event and get your City of Bend t-shirt to wear during your shift.
- **Juneteenth:**
  - When: 11 a.m. – 5:30 p.m. on Saturday and Sunday, June 15 and 16
  - Where: Drake Park
  - To volunteer: Complete this sign-up form by 5 p.m. on Wednesday, May 29. Include your shirt size and what hour(s) you would like to volunteer to be at the booth. Shifts are available from 9 a.m. (setup) to 6 p.m.(cleanup). After you **complete the sign-up form**, you'll be sent an invitation to attend a brief orientation meeting to prep for the event and get your City of Bend t-shirt to wear during your shift.
- **2024 Walk and Roll hosted by COBAAC:**
  - Acknowledging work and progress.
- **AAPI (Asian American and Pacific Islander) Heritage Month:**
  - Acknowledging events.

## 10. Future Agenda Setting: **Timestamp 1:10:28**

- June meeting suggestion, David Abbas, events that are coming up.

**11. COBAAC Council Liaison Update:** Barb Campbell, She/Her/Hers, Councilor. **Timestamp 1:11:43**

- **Walk and Roll event:**
  - Thought it was great and was able to engage with all the people who attended.
  - Grateful for the Parks District plans being discussed.
- **CET – Van Pooling (enterprise provides the vehicles):**
  - Forty-seven vans to carpooling.
  - Door-to-door service
- **Accessibility Projects:**
  - Preliminary meeting
  - Rory, who moved to Corvallis.
  - We did not replace that position specifically. We passed a GO Bond. Can we spend these funds in a year?
    - We have had a consistent surplus of dollars.
    - Stephanie has let her know that the funds have been programmed.
- **How do we support other programs:**
  - Safe routes for schools
  - Neighborhood Greenways
  - CIP projects
  - Improvements are coming from other departments.
- **Stipend Program Updates:**
  - New ways to get payments.
  - More info will be sent out.

**12. Adjourn:**

- Any further COBAAC business:
  - Vice Chair Heylin: forty housing units at Compass Corner were denied.
- With no further Business, Chair Burnett adjourned the May 23, 2024, City of Bend Accessibility Advisory Committee hybrid meeting at 2:26 p.m.

Respectfully submitted,

Lisa Larsen, Administrative Support Specialist  
Accessibility and Equity Program



**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.