



CITY OF BEND

# Minutes

**Bend Economic Development Advisory Board (BEDAB)**

**Monday, November 6, 2023**

**Hybrid Meeting: Council Chambers or via Zoom**

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## Noon      **BEDAB Meeting**

**Roll Call:** Briana Manfrass-Chair, Brenda Speirs, Gary North, Kelly Kearsley, Ryan Andrews, Tierney Booker

Jim Sansburn, Don Myll- Ex Officio

Councilor Perkins-Council Liaison

### 1. **Public Input**

No Comment.

### 2. **Review October 24 Meeting Minutes**

Brenda Speirs approved October 24 meeting minutes, Gary North seconded.

Unanimously approved.

### 3. **Nonresidential Transportation Fee Discussion | Sarah Hutson and Ben Hemson**

Continued discussion from prior BEDAB October 24, 2023, meeting. BEDAB has been asked to go to Council on January 3, 2023, with recommendations around the non-residential Transportation Utility Fee and to (1) identify policy questions, (2) get feedback on and (3) bring to council as part of that recommendation.

#### **a) Short-Term Implementation Options-**

Three options:

**Flat Fee-**There are about 2300 commercial accounts, each one would get the same fee. The benefit is that this would be the most straightforward and simplest to administer. The risk is there is no differentiation based on size or type of business.

**Base Charge-**Hillsboro example was referenced. Every account gets a base charge, plus square footage of the structure. This data comes from the County. The benefit is that it is a reliable data source. The risk is that it is not currently connected to utility accounts, it would have to be manually entered into the system.

**Base Charge Equivalent Residential Unit-(ERU).** This is currently how stormwater is assessed. This would be scaled based on impervious surface area, hardscape surfaces of roofs, walkways, patios, driveways, and parking lots. The benefit, it would be the easiest to administer as it already exists in the system. The risk is it is not the long-term or preferred method of assessment.

**Committee discussion-**Flat fee is the **least** favorable option. Is the Base Charge-ERU the simplest to do? Committee was agreeable to using square footage for the initial calculation.

## **b) Policy Considerations for Council Recommendation**

Phase-in-Implementation schedule

Appeals

Fee caps

Exemptions/reduced rate-for certain types of businesses?

Alternative assessment for certain industries/agencies

- Council wants a recommendation at their January 3 work session around the nonresidential rate structure, they would like BEDAB's thoughts around policy questions and concerns.

## **c) Outreach Plan for November and December**

- Prior to Thanksgiving:
  - Develop and distribute survey re: Nonresidential Transportation fee
- December 4:
  - Review survey responses
  - Open listening session
- December 18:
  - Preliminary analysis of preferred near-term option
  - Discuss business feedback
  - Develop recommendations for Council
- January 3:
  - BEDAB to share recommendations during Council Work Session

Potential Survey Questions slide was shared.

## **4. Tracking the Cost of Development | Ben Hemson**

Permit fee increases.

SDC changes.

Changing market conditions.

**Ben Hemson looking for volunteers to sit in on discussion around tracking total cost of doing business, development and fee changes in Bend. Briana Manfrass, Ryan Andrews, and Gary North volunteered to sit on this panel.**

Current SDC methodologies being reviewed by staff with a notice out to the State, modifying SDC methodology. Reports going out November 17 because there must be a 60-day review period before the hearing. Council work session to go over methodology changes on December 6 with a hearing date scheduled for mid-January.

Transportation fee work sessions, and then hearings in February to March of 2024.

Central Oregon Builders Association (COBA) has sent a letter asking, in this current economic climate, to extend land use approvals.

Review timelines-starting second phase of internal conversations about process improvements and operational things to see if there's room for improvement.

## **5. Roundtable & Future topics | Group**

None.

**6. Adjourn 1:22pm**

**For a recording of this meeting click on link below**

[November 6, 2023](#)

**Upcoming Meetings:**

**December 4:** BEDAB November Meeting | Council Chambers, Noon | Transportation Fee

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City of Bend Mission Statement:

***Delivering the right public services for the Bend way of life.***