



CITY OF BEND

Minutes

Core Area Advisory Board

Thursday, May 16

Council Chambers, 710 NW Wall Street Bend, OR

3-5pm PST

This meeting was held in person for board members and via Zoom for members of the public.

3pm Core Area Advisory Board Meeting

Roll Call

- Corie Harlan, Chair
- Elisa Cheng, Vice Chair
- Alyssa Heim
- Dale Van Valkenburg
- John Fischer
- Alayne Fardella
- John Heylin
- Councilor Perkins, Council Liaison
- Sara Odendahl, Bend Chamber of Commerce
- Rachel Colton and Sara Anselmant, Bend Park and Recreation District
- Whitney Hale, Deschutes County
- Eric Lint, Cascade East Transit (COIC)

1. Conflicts of Interest Disclosures

- **Corie Harlan**- Chair, Core Area Advisory Board (CAAB) Central Oregon Land Watch. No potential conflicts of interest.
- **Elisa Cheng**-Vice-Chair, Core Area Advisory Board (CAAB). No potential conflicts of interest.
- **John Fischer**- Member of Core Area Advisory Board (CAAB). Potential conflict of interest. My employer owns property on Franklin Avenue and has acted as consultant for several projects in the area.
- **Alyssa Heim**- Member of Core Area Advisory Board (CAAB). Potential conflict of interest. Owns Big Story Book Store on Greenwood in the Bend Central District (BCD).
- **Dale Van Valkenburg**-Member of Core Area Advisory Board (CAAB). My employer Brooks Resources owns property at 100 NW Hawthorne and 181 Franklin Avenue that will be developed at some point. Potential conflict of interest.
- **John Heylin**-Owns Unofficial Logging in Core Area. Potential conflict of interest.
- **Alayne Fardella**-No conflict of interests.
- **Eric Lint**-Cascades East Transit and COIC, non-voting member.
- **Whitney Hale**-Deschutes County, non-voting member.
- **Sarah Odendahl**- Bend Chamber of Commerce, no potential conflict of interest.
- **Rachel Colton**-Bend Park and Rec, no potential conflict of interest.

2. Approve Meeting Minutes (5 minutes) – Chair Corie Harlan

- a **December and March CAAB minutes**
 - b **April 23 Business Assistance Subcommittee minutes**
- Dale Van Valkenburg moved to approve the December 14,2023 and March 19,2024 CAAB minutes; Elisa Cheng seconded. Unanimously approved.
 - Alyssa Heim moved to approve the April 23,2024 Business Assistance subcommittee minutes; Alayne Fardella seconded.
 - Johny Heylin, Alyssa Heim, Alayne Fardella. Yes-3, No-0

3. Core Area Advisory Board 2024 Work Plan Update – Allison Platt (5 minutes)

CAAB to meet quarterly, next meeting dates:

- *August 15,2024*
- *Looking at revising November 14 meeting to November 7, 2024*

CAAB subcommittee updates:

- Development Code Subcommittee meeting date:
 - *May 30,2024*

4. Business Assistance Subcommittee Updates – Allison Platt & Subcommittee members (20 minutes)

- Business Assistance Subcommittee meeting dates:
 - *April 23*
 - *July TBD*
 - *October TBD dependent on the number of applications that are received for this program, once we reopen the call for projects.*

Looking to bring Business Assistance Subcommittee program policy change recommendations to BURA August 21, 2024. Staff gave an overview of some of the initial recommendations being considered including changes to scoring criteria.

CAAB members discussed the initial changes with the following comments:

- Corie indicated support for increasing the minimum project amount to be mindful of staff time & resources for each individual grant as well as considering a pre-application requirement for applicants.
 - Staff noted that if design concept is still desired to be eligible for the program, the minimum amount should stay to \$5,000-\$7,500; however, if focus was on construction assistance than a \$10,000 minimum could be more appropriate
 - Staff noted that something that has been done for other applications, is to require a pre-app meeting before a final application is submitted to City staff
- John F had questions/comments on the city staff review of applications and how that would shift time resources to staff vs. applicant
- Sara commented on importance of consolidating design and construction assistance to reduce applicant confusion and importance of prioritizing limited resources in these first few years

5. Development Incentives & MUPTE Update (10 minutes) – Allison Platt & Jonathan Taylor

Allison, Core Area Project Manager, and Jonathan Taylor, Urban Renewal Project Manager, provided an a presentation. The Multiple Unit Property Tax Exemption Program (MUPTE) has officially been put on pause and three of the four applicants have been approved. One more application is still under review. If all four projects are approved and move forward, MUPTE is estimated to help deliver 800+ housing units to Bend.

Staff also provided an update on recent Council/Bend Urban Renewal Agency (BURA) direction to explore new tax incentive tools including an ADU tax exemption, a Middle-Income tax exemption, as well as a new policy to allow for Site Specific Tax Increment Finance (TIF) areas to be established. The policy developed for this process would likely apply to existing Urban Renewal/TIF

areas including the Core Area. Allison will send out Council presentation from May 15, 2024 on these new tools.

6. Bend Park and Recreation District (BPRD) Comprehensive Plan Update – Rachel Colton & Sara Anselment (30 minutes)

BPRD staff provided an update on the district's effort to complete a mid-term comprehensive plan update. The 2018 BPRD Comprehensive Plan is the districts main guiding plan for operations as well as policy and infrastructure investment. It is a living document that requires a mid-term update. A full rework of the plan will be in five years. The update to the plan will:

- Not include changes to policy, level of service targets or how walk sheds are calculated.
- Focus on demographic data, primarily looking at population.
- Update Park search area map and trails plan map.
- Update unmet needs analysis, using community surveys.

The draft updates include two new park search areas in the Core Area:

- Park Search Area 33: Bend Core Area Urban Renewal/TIF Area North of Greenwood Avenue.
 - As identified in the Core Area Report and related Core Area TIF Plan, the City of Bend/Bend Urban Renewal Agency and district will partner to fund and acquire land, and subsequently develop a park, plaza, recreation site, linear park and/or open space.
- Park Search Area 34: Bend Core Area Urban Renewal/TIF Area - South of Greenwood Avenue
 - As identified in the Core Area Report and related Core Area TIF Plan, the City of Bend/Bend Urban Renewal Agency and district will partner to fund and acquire land, and subsequently develop a park, plaza, recreation site, linear park and/or open space. Hawthorne Avenue has been identified as a possible location for a linear park that may connect to the Hawthorne Overcrossing and/or development associated with civic space such as a new city hall and/or housing.

Next, BPRD will work on updating their Park System Development Charge list, for projects that serve growth.

Alyssa Heim asked a question about eminent domain for park land and whether owners are able to donate land for parks in the Core Area. BPRD staff noted that BPRD has the ability to use condemnation to acquire land, but they never have, and they likely wouldn't unless all other options had been pursued. BPRD also has received land donations and they are always open to that; but most often, they offer fair market value for park land. John Heylin asked if BPRD accepts land that has environmental concerns, BPRD staff noted they have experience doing this and that they typically buy properties with low-value buildings

7. Core Area Performance Metrics (30 minutes) – Allison Platt

Staff provided a summary of the draft 2023 Performance Metrics for the Core Area. A draft of the Performance Metrics was available in advance of the meeting: [2023 Performance Metrics](#). In addition, staff sent out a [Performance Metrics Proposed Changes Memo](#) that identified proposed edits to the Draft 2023 Metrics based on feedback received prior to the meeting.

There was a request to add a note on which projects are Core Area funded on the Percent complete of critical Core Area Projects metric. CAAB noted they agreed with the proposed edits and suggested revision and directed staff to finalize the Performance Metrics with those changes.

Elisa C asked whether we are using metrics we already established and whether we should discuss if these are still the right metrics? Staff noted we are sticking to the metrics we have agreed on; however new state rules require new performance metrics for Climate Friendly Areas, staff could evaluate future changes to these metrics once more capacity is developed to comply with those rules. Corie noted how much it takes to put together this data and we should be mindful of staff capacity.

Sara asked how this information would be shared with Council. Staff noted it would likely be shared in a future City Manager's memo to City Council.

Elisa C asked whether and how CAAB would continue to receive funding updates and any changes to the Capital Improvement Program (CIP). Staff noted that the Performance Metrics are only current to the end of 2023. However, 2nd Street is anticipated to go over budget (staff had assumed a 10% cost overage for overall CIP). An update to the CIP will be adopted by Council in Summer of 2024.

8. Public Comments (15 minutes) – Chair TBD

No comments.

9. Key Takeaways (5 minutes) – Allison Platt

No key takeaways as everything was well covered in this meeting.

Adjourned: 4:56pm

For a live recording of this meeting click on the link below:

[May 16, 2024](#)
