



CITY OF BEND

# Minutes

## City of Bend Accessibility Advisory Committee

February 27, 2025, from 1:00 to 2:30 p.m.

City Council Chambers, Bend City Hall  
710 NW Wall, Bend, Oregon

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Vice Chair Woodfin called the City of Bend Accessibility Advisory Committee's (COBAAC) February 27, 2025, hybrid regular alternate meeting at 1:08 p.m. This meeting was held virtually through Zoom and in person in Council Chambers at City Hall, 710 NW Wall Street, Bend, Oregon, from 1:00 to 2:30.

Please [watch the COBAAC meeting Zoom recording](#).

### 1. Roll Call and Welcome: Committee Members. [Timestamp 13:08](#)

#### Chamber Attendees (5):

- Derek Hofbauer, He/Him.
- Andrew Caruana, He/Him.
- Ian Isaacson, He/Him.
- John Heylin, He/Him.
- Stephanie Utzman, She/Her.

#### Zoom Attendees (4):

- Aaron Rivers, He/Him.
- Amanda Hamer, She/Her.
- Alysa MacRae, She/Her (alternate).
- Carl Burnett, He/Him.

#### COBAAC Absences: (4)

- Liz Woodfin, She/Her, Chair.
- Liz Diether-Martin, She/Her.
- Whitney Bennett, She/Her.
- Mariah Tennison, She/Her (alternate).

#### Public Comment:

No public comment visitors

#### City Staff:

- Cassandra Kehoe, She/Her/Ella, Accessibility & Equity Manager / COBAAC Staff Liaison (*Zoom*)
- Andrés Portela, He/Him/El, Equity & Inclusion Director (*Absent*)
- Lindsay Wengloski, She/They, Equity Management Analyst / Language Access Coordinator (*Chambers*)
- Eric King, He/Him, Bend City Manager (*Chambers*)
- Lisa Donahue, IT Department, Started the Livestream (*Chambers*)
- Ashley Bontje, Deputy City Recorder (*Zoom*)
- Lisa Larsen, She/Her, Administrative Support Staff (*Absent*)

**2. City of Bend Land Acknowledgement:** COBAAC Volunteer. **Timestamp 16:45**

Member Caruana read the City of Bend Land Acknowledgement.

**3. Minutes:** Approval of January 23, 2025, Draft Meeting Minutes. **Timestamp 17:49**

**Motion 1:** Member Heylin motioned to approve the COBAAC January 23, 2025, Draft Minutes as read, with no corrections. Member Isaacson seconded the motion. The motion to approve January 23, 2025, was unanimously passed by all voting members who attended today's meeting, in person (5) and virtually (3).

**4. Public Comment:** **Timestamp 18:22**

There were no public comments during this section of the meeting. A comment will be shared later during this meeting.

**5. 2025 Alternate Meeting Dates:** COBAAC Vote. **Timestamp 18:55**

**a. Summer Break:**

- July or August 2025 (or no break)

**Motion 2:** COBAAC members approved the motion to take a summer break in July and resume meetings in August 2025. The motion was unanimously passed by all voting members who attended today's meeting, in person (5) and virtually (3).

**b. November 2025:**

- November 6, 1:00 to 2:30 pm, Council Chambers, or:
- November 20, 1:00 to 2:30 pm, Council Chambers.

**Motion 3:** Member Caruana motioned to approve holding the COBAAC November alternate meeting on the 20<sup>th</sup> of 2025. Vice Chair Hofbauer seconded the motion. The motion to approve was unanimously passed by all voting members who attended today's meeting, in person (5) and virtually (3).

**c. December 2025:**

- December 4, 1:00 to 2:30 pm, Council Chambers, or:
- December 18, 1:00 to 2:00 pm, Council Chambers.

**Motion 4:** Member Caruana motioned to approve holding the COBAAC December alternate meeting on the 18th of 2025. Vice Chair Hofbauer seconded the motion. The motion to approve was unanimously passed by all voting members who attended today's meeting, in person (5) and virtually (3).

## 6. COBAAC Work Plan: Upcoming Community Events. **Timestamp 24:25**

### a. Sprout Film Festival (Attendance, Invitations, and Tabling Opportunity): April 8, 2025, 10 AM & 7 AM

- Table option: There is space for five tables, which can be split to make ten. COBAAC and Diversability can share a table. The cost is \$100\$ per table.

Subgroup/subcommittee: Planning, Invitations to City staff, creating a pamphlet or quarter page, and creating the invitation list.

Volunteers:

- Amanda Hamer
- Liz Woodfin
- Stephanie Utzman: Draft the pamphlet and table at 10 am.
- Andrew Caruana: Draft the pamphlet, possibly be available for tabling.
- Cassandra: parameters for sponsorship and budget. Committee review and Feedback.
- COBAAC discussed the messaging on the pamphlet:
  - The importance of being a conduit for *residents*, Bend *visitors*, and voices heard.
  - Accessibility & Equity Manager Kehoe suggested taking photos of COBBAC Membership.
  - Vice Chair Hofbauer suggested taking photos after the meeting in March.

### b. Breaking Barriers- April 22, 2025:

- Send in a proposal for presentation on civic engagement. A proposal from High Desert Advocates may have a similar presentation.
- Breaking Barriers is becoming more of a Statewide conference. People attend from the valley and the Tri-County area.
- Is there a specific interest in this since they may be too closely related?
- There are concerns about the April 22 date coming quickly. Should we have a pamphlet available for community partners of COBAAC members who have a table there?
- We need to quickly determine if COBAAC will be presenting, the presenter, the topic, and the length. Presentation time slots are one hour or ninety minutes.
- If COBAAC presents at Breaking Barriers, it should be geared more universally accessible, and not just to Oregon. Presentations on how to be an effective advocate, how to engage with your legislators, or a successful program that works for us are more meaningful.
- This may take multiple people and a lot of coordination for the presentation.

### c. Walk and Roll – Initial Conversation on Focus:

- TBD the Walk & Roll date, which is typically in May.
- Vice Chair can talk with Commute Options
- Adding riding the bus would not have to change the event name. Suggestion for Hawthorne Station.
- Vice Chair Hofbauer, Members Burnett, and Bennett can meet and discuss the route.

**Reminder from Manager Kehoe from the 2024 Walk and Roll event for newer members:**

- Infrastructure, sidewalks, types of downtown locations, and Galveston, understanding how to use Bend Works for reporting Barrier Removal Requests. Folks who attended met for appetizers and discussed what was learned to add to the COBAAC Workplan.

**Eric King reviewed the 2025 COBAAC Workplan and wanted to say a few words.**

City Manager King thanked COBAAC for the time and effort put into the work and was pleased with the simplicity and outline. He supports and is here for COBAAC; if there are any resources or other needs to help accomplish the work plan.

**7. COBAAC Support Letters: Timestamp 1:02**

**a. Dogs Off Leash and Their Impact on People with Disabilities, Author Aaron Rivers:**

- Member Rivers contacted the City of Bend Police Department, City Hall, and Parks & Rec., Ian Isaacson / COBAAC member, to gather information on the specifics and how this is enforced. Member Rivers wants Member Caruana to provide his ideas in this letter.

**Member Rivers:** Wants to present the letter as a whole and not separate the letter into enforcement and advocacy and then bring the draft letter to COBAAC.

**b. Letter to Regional Public Transit Advisory Committee (RPTAC), Andrew Caruana:**

Reestablish Route 12, which connects the Cascades to COCC campuses and is essential for disabled students, utilizing both campuses.

- **Vice Chair Hofbauer:** The micro-transit route and the shuttles did not work due to low ridership and were expensive to run.

An on-demand work. It would take a workforce; vehicles would take about a year of planning and approval of funding.

**City Manager King** is happy to forward the concern and desire to re-establish this route. We are meeting with Bob Townsend, who runs the Cascade Transit Center, next week.

**Member Caruana:**

He would have COBAAC write a letter or declaration on this subject.

**Timestamp 1:24:25 Motion to Re-Establish Route 12 Vote. Request COBAAC Letter.**

(Member Caruana requested a letter of support from COBAAC during Item Eight, COBAAC Roundtable.)

**8. COBAAC Roundtable: Timestamp 1:21:56**

**Member Burnett:** A COCC skiing student wanted to travel to the mountain shuttle. There is no shuttle from the COCC parking lot, it does not connect to where the shuttle leaves from.

**Member Caruana:** Posed a motion to approve COBAAC to write a letter to the Reestablishment of Route 12 or Micro-Transit.

**Motion 5:** Member Caruana motions to approve COBAAC writing a letter to the Reestablishment of Route 12 or Micro-Transit. Member Heylin approved the motion. Vice Chair Hofbauer seconded. The motion to approve was unanimously passed by all voting members who attended today's meeting, in person (5) and virtually (3).

**Member Heylin:** He is holding a politics night event at the Unofficial Logging Co. tonight from 6 to 9 p.m. Do not be afraid of politics; get involved.

**Member Utzman:** **Central Oregon Coalition for Access** (COCA) is accepting new members.

**Member Isaacson:** Update on Miller's Landing: COBAAC wrote a letter of support last year. Parks & Rec. are now under construction.

**Member Caruana:** He is the Legislative Advocacy Coordinator for the Disability Health and Employment Equity Coalition. There is a current bill they are trying to fix for employed persons with disability. This program provides Medicaid to Oregonians who are working and disabled and who need long-term services and support.

**Vice Chair Hofbauer:** Hawthorne Station renovations are finished. The layout is better for accessibility.

**9. Accessibility and Equity Manager Update:** Cassandra Kehoe, She, Her, Ella. **Timestamp 1:35:49**

**a. Pending Litigation Updates (Section 504, Airlines):**

- Texas v. Becerra: Section 504
- Airlines for America v. US Department of Transportation

**b. We are seeking any suggestions, information, or grants about ADA-compliant massage tables.**

- A Bend massage therapist who works with a diverse range of clients, including individuals who have difficulty accessing her current massage table.

**c. Emergency Management and Response: March COBAAC Agenda.**

- Emergency response for people with disabilities.
- Creation of emergency plans and neighbor awareness. Partnership with local organizations. And county outreach. We can implement some accessibility measures to ensure we have on-demand transportation.

**d. Taxi Letter / Brief Update**

- Manager Kehoe talked with the Permitting Department. They have an annual review of which taxi companies and operators for hire fill out. Their next review is in January.

**10. City Councilor Update:** City Councilor Ariel Méndez. **Timestamp 1:42:47**

Councilor Méndez is happy to be here for COBAAC and likes the mission, it is incredibly important. I hear about the misunderstanding of the Americans with Disabilities Act. This requires people to have a conversation about reasonable accommodations. When it is necessary to participate in an activity and when those accommodations would not fundamentally change the nature of that activity, although people may disagree.

Councilor Méndez would like to meet with COBAAC members in a small group setting outside the COBAAC public meeting and hear your hopes and goals. He looks forward to learning and shared he wears hearing aids and knows a little bit about asking for accommodations.

**11. Agenda Setting: COBAAC Members. Timestamp 1:45:32**

- a. Letters of Support
- b. Photo shoot for COBAAC members in March

**12. Our next COBAAC meeting will be on Thursday, March 27, 2025, from 1:00 to 2:30 p.m.**

**13. Adjourn: 2:34 p.m.**

Respectfully submitted,

Lisa Larsen, Administrative Support Specialist, Equity Department



**Language Access Services & Accommodation Information for People with Disabilities**

You can obtain this information in alternate formats such as Braille, electronic format, etc. Free language assistance services are also available. Please contact the Accessibility and Equity Program at [accessibility@bendoregon.gov](mailto:accessibility@bendoregon.gov) or 541-693-2141. Relay Users Dial 7-1-1.



**Servicios de asistencia lingüística e información sobre alojamiento para personas con discapacidad**

Puede obtener esta información en formatos alternativos como Braille, formato electrónico, etc. También disponemos de servicios gratuitos de asistencia lingüística. Póngase en contacto con Gestor del proyecto o creador del documento en [equity@bendoregon.gov](mailto:equity@bendoregon.gov) o número de teléfono 541-323-8563. Los usuarios del servicio de retransmisión deben marcar el 7-1-1.