



Minutes

City of Bend Accessibility Advisory Committee

May 22, 2025, from 1:00 to 2:30 PM

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

Vice Chair Woodfin called the City of Bend Accessibility Advisory Committee's (COBAAC) hybrid regular meeting on May 22, 2025, from 1:02. This meeting was held through Zoom and in person in Council Chambers at City Hall, 710 NW Wall Street, Bend, Oregon. **Watch the COBAAC recording from May 22, 2025.**

1. COBAAC Meeting Attendance:

Chambers (4)	Zoom (6)	Absent (3)
<ul style="list-style-type: none">• Liz Woodfin, Chair• Derek Hofbauer, Vice Chair• Ian Isaacson• Stephanie Utzman	<ul style="list-style-type: none">• Aaron Rivers• Amanda Hamer• Andrew Caruana• Carl Burnett• Liz Diether-Martin• Whitney Bennett	<ul style="list-style-type: none">• John Heylin• Mariah Tennison (alternate)• Alysa MacRae (alternate)

Public: Scott Nelson

City of Bend Staff:

- Cassandra Kehoe, She/Her/Ella, Accessibility & Equity Manager / COBAAC Staff Liaison. (Zoom)
- Eric King, He/Him, Bend City Manager. (Chambers) (Left 55:54)
- Ian Leitheiser, He/Him, City Attorney. (Chambers) (Arrived around 60:00)
- Ariel Méndez, He/Him, City Councilor & COBAAC Liaison (Absent)
- Andrés Portela, He/Him/El, Equity & Inclusion Director. (Chambers)
- Lindsay Wengloski, She/They, Equity Management Analyst, (Chambers)
- Lisa Larsen, She/Her, Administrative Support Specialist. (Chambers)

2. City of Bend Land Acknowledgement: **Timestamp 4:18**

Member Utzman read the City of Bend Land Acknowledgement in English.

3. Minutes: Approval of April 24, 2025, Draft Minutes, Liz Woodfin, Chair. **Timestamp 5:38**

Motion: Member Rivers motioned to approve the COBAAC April 27, 2025, Draft Minutes with no corrections. Vice Chair Hofbauer seconded the motion. The Motion to approve April 24, 2025, unanimously passed, by all voting members who attended today's meeting in chambers (4), Zoom (6).

4. Public Comment: Timestamp 50:30 (Timestamp sequence is out of order)

The original and publicized public comment period did not have any participation either online or in council chambers.

5. Language Access Update: Lindsay Wengloski, She/They, Equity Management Analyst. Timestamp 6:53

What is Language Access?

- **A bridge of vital information:** Language can be a barrier to accessing important benefits, exercising rights, and complying with responsibilities.
- **Title VI: Civil Rights Act:** It requires federal-assisted programs and activities to provide meaningful access for people with limited English proficiency.
- **Language assistance services include:**
 - **Translation:** Converting *written* communication from one language to another.
 - **Interpretation:** Converting *spoken* communication from one language to another.

Language Access Policy & Program (4 Components):

- Language Access Policy
- Citywide Language Access Needs Assessment
- Language Access Plan
- Language Access Program

Providing adequate language assistance services to people with limited English proficiency (LEP) furthers the goal of making Bend a more equitable, inclusive, diverse, and accessible city. The city recognizes that individuals with LEP and non-English speaking community members encounter barriers to accessing city services and programs, understanding, and exercising rights, and complying with civic responsibilities.

-Language Access Policy

Analyst Wengloski shared other slides and answered questions from COBAAC members.

6. Public Comment (REOPENED): Timestamp 50:30

The public comment period was re-opened later in the meeting (50:30) per Vice Chair Hofbauer, to allow for an individual appearing in Council Chambers who requested an opportunity to provide it.

Scott Nelson commented on other foreign languages introduced locally and nationally.

7. COBAAC Workplan Updates Review: Upcoming Community Events. Timestamp 55:06

a. Review: 2025 Walk and Roll

We gathered at Hawthorne Station and observed the newly renovated station as well as the updated accessibility in the parking lot. The group toured the scheduled route, continued our walk through the Juniper Park trail, and provided a review of an emerging COBAAC initiative related to off-leash dogs and their impact on our disability community. The group observed the sidewalk conditions, connectivity, and street crossings around Franklin Ave. and 2nd Street. We

wrapped up the tour at Dogwood at the Pine Shed to debrief and spend time together discussing accessibility in our community (photos shown of the tour).

b. Upcoming: Welcoming Week – COBAAC Support

Held September 12 to 21, 2025.

Due to time constraints, the Welcoming Week agenda item is tabled until the COBAAC June meeting.

c. Upcoming: Fall Lunch and Learn – Trauma-Informed Training

Due to time constraints, the Fall Lunch and Learn – Trauma-Informed Training agenda item is tabled until the COBAAC June meeting.

8. COBAAC Support Letters: Timestamp 1:07:03

a. Final Review: Dogs Off Leash and the Impact on People with Disabilities Letter, Aaron Rivers.

Motion: Member Caruana motioned to approve the Dogs Off Leash and the Impact on People with Disabilities Letter with no corrections. Members Diether-Martin seconded the motion. The Motion Dogs Off Leash and the Impact on People with Disabilities Letter, unanimously passed by all voting members who attended today's meeting in chambers (4), Zoom (6).

b. Final Review: The Regional Public Transit Advisory Committee Letter, Andrew Caruana.

Motion: Member Hamer motioned to approve the Regional Public Transit Advisory Committee Letter with the following amendments and member/author Caruana: reduce repetitive phrases throughout the letter. Utzman seconded the motion. The Regional Public Transit Advisory Committee Letter was unanimously passed by all voting members who attended today's meeting in chambers (3), Zoom (6). Vice Chair Hofbauer abstained from the motion due to a conflict of interest (1).

9. COBAAC Roundtable: Timestamp 1:15:02

- **Member Caruana:** Note for the future meeting. Oregon State University's Cascade campus is in the preliminary stages of developing a second residence hall. They have shared architectural designs and plans with a select group of students. Member Caruana has concerns about the accessibility and fire issues that currently exist, and no one with an accessibility background on the designer committee.
- **Miller's Landing Update:** Ian Isaacson, Landscape Architect, PLA, Bend Parks & Rec District, and COBAAC member. Timestamp 1:16:48 (ADA upgrades pictures provided)
 - Wrapping up construction on the Miller's Landing River and Habitat Restoration Project. This project started three years ago, and COBAAC wrote letters of support for some of the grant money received for this project.
 - Construction costs will come in around 1.2M, and 100% is covered through various grants and a private donation.

10. Accessibility & Equity Manager Update: Cassandra Kehoe, She/Her/Ella. **Timestamp 1:26:18**

- Members Burnett and Rivers accepted a second three-year term on COBAAC. We appreciate your volunteerism and willingness to serve another three years. Thank you!
- Taxi Letter Overview:
 - Next steps for COBAAC's input meeting in June 2025. Interested members:
 - Carl Burnett
 - Liz Woodfin
 - Derek Hofbauer
 - Liz Diether-Martin

This meeting may be publicly noticed depending on how many folks are interested in attending.

11. COBAAC Council Liaison Update: Councilor Arial Méndez, He/Him. **Timestamp 1:27:21**

Due to prior commitments, Councilor Méndez sent his apologies for his absence. Manager Kehoe shared Councilor Méndez's email updates:

- About a 30% increase (to \$1.3m) in the Accessibility Construction Fund
- Increases to the Transportation and Mobility Department's Accessibility Program, largely from Phase 2 of the Transportation Utility Fee

12. Agenda Setting: COBAAC Members. **Timestamp 1:29:18**

- Architectural Design Committee for Oregon State University's Cascade campus second residence hall addition.
- Overview of CET's reintroduction of fares and working collaboratively with organizations across the region.

13. Our next COBAAC meeting is on Thursday, June 26, 2025, from 1:00 to 2:30 PM.

14. Adjourn: With no further COBAAC business, Chair Woodfin adjourned the May 22, 204, COBAAC meeting at 2:31 p.m.

Respectfully submitted,

Lisa Larsen She/Her,
Administrative Support Specialist, Accessibility and Equity Department

Language Assistance 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 & Equity Program at accessibility@bendoregon.gov or 541-693-2198. 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 Equity and Inclusion Director, Andrés Portela en **equity@bendoregon.gov** o número de teléfono 541-323-8563. Los usuarios del servicio de retransmisión deben marcar el 7-1-1.