

# Minutes

## City of Bend Accessibility Advisory Committee

August 28, 2025, from 1:00 to 2:30 PM

Council Chambers, 710 NW Wall, and Zoom

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Chair Woodfin called the **City of Bend Accessibility Advisory Committee** (COBAAC) hybrid regular meeting to order at 1:02 PM. virtually through Zoom and in person in Council Chambers. Please **watch the livestream recording**.

### 1. Roll Call:

- 1.1. Liz Woodfin, Chair – Council Chambers
- 1.2. Aaron Rivers -Zoom
- 1.3. Amanda Hamer – Council Chambers
- 1.4. Andrew Caruana – Absent
- 1.5. Carl Burnett – Zoom
- 1.6. Ian Isaacson – Absent
- 1.7. John Heylin – Zoom
- 1.8. Liz Diether-Martin – Council Chambers
- 1.9. Stephanie Utzman – Council Chambers
- 1.10. Whitney Bennett Zoom
- 1.11. Mariah Tennison (alternate) – Absent
- 1.12. Alysa MacRae (alternate) - Zoom
- 1.13. Bob Townsend (*ex officio status pending*)

### Staff:

- Cassandra Kehoe, She/Her/Ella, Accessibility & Equity Manager / COBAAC Staff Liaison. (Chambers)
- Stephanie Betteridge, She/Her, Bend Assistant City Manager. (Chambers)
- Ariel Méndez, He/Him, City Councilor & COBAAC Liaison (Absent)
- Jacob Riggle He/Him, User Experience (UX) Designer (Chambers)
- Carey Dod, Web and Graphics Coordinator. (Zoom)
- Ken Bontje, Project Manager (Council Chambers)
- Mellissa Kamanya, Affordable Housing Coordinator. (Zoom)
- Lisa Larsen, She/Her, Administrative Support Specialist. (Chambers)

### 2. City of Bend Land Acknowledgement: COBAAC Volunteer. **Timestamp 3:24**

Member Diether-Martin read the City of Bend Land Acknowledgement in English.

**3. Minutes:** Approval of June 26, 2025, Draft Minutes, Liz Woodfin, Chair. **Timestamp 4:42**

**Motion:** Member Hamer motioned to approve the COBAAC June 26, 2025, Draft Minutes and Member Utzman seconded the motion with the following amendment: replace the word evasive to invasive, Under agenda item 8, Chair Woodfin's last comments. The motion to approve, unanimously passed, by all voting members who attended today's meeting in chambers (4), Zoom (4).

**4. City of Bend Website Update: COBAAC Preview. Timestamp 7:14**

- Jacob Riggle, He/Him, User Experience (UX) Designer.
- Carey Dod, Web and Graphics Coordinator.
- Ken Bontje, Project Manager.

User Experience (UX) Designer Riggle mentioned they are working with Moxie Sozo, a Branding Design Agency for the City of Bend website. Moxie Soto helped the City redesign the city's websites and is here to talk about WCAG (Web Content Accessibility Guidelines) informed design decisions made for the site.

The website team is here to ask COBAAC's accessibility perspective, concerns, and input:

- Make sure there is enough space between the heading link for users with manual and dexterity issues. Not all people tab through a webpage.
- Investigate whether to add a way to change typography for different disabilities for ease of reading.
- What about alphabetical order for lists.
- Hovering over headings and the changing of colors may cause flashing and problematic for users who are seizure prone or vestibular/ vision impairments for the users.
- User Experience (UX) Designer, Riggle, mentioned after the site launch; intentions are to work with the community and gather their continuous feedback.

In December or January, they will start a user acceptance testing whether the backend matches what is being presented to us as those WCAG guidelines.

- Look into best practices for all capital letters for headings. Visual and word recognitions issues. Designer Riggle: Older screen readers have read the individual letters and not a word.
- Possible future talks/ work about building permit pages in plain English.

**5. CET Transportation Conversation, Bob Townsend, Cascade East Transit Director. Timestamp 37:35**

**Slides:**

- Previous Fares
- Solicitation of public feedback
- CET Approval Fares (Federal Transit Admin Governed Routes and Recreational Routes.)

Director Townsend cleared up the confusion about the pre-pandemic fares and what the upcoming fares the process taken to arrive at the increase of fares. The director answered questions from COBAAC members.

**Q & A: Timestamp 45:48** (18 minutes)

**5.5. Accommodation to Speak earlier on the agenda due to his schedule.** Derek Hofbauer, former COBAAC Member Goodbye, **Timestamp 1:09:35**

Derek Hofbauer mentioned how much he appreciated being a member of COBAAC and has accepted a job with the City of Bend as the Mobility Programs Manager.

**6. COBAAC 2025 Work Plan Overview: Timestamp**

Due to the schedule of accommodation adjustment. Agenda Item 6. COBAAC Work Plan Overview is **timestamped for agenda item 8. 1:16:11**

**7. Accessibility & Equity Manager Update:** Cassandra Kehoe, She/Her/Ella. **Timestamp 1:12:05**

**a. 2025-2026 COBAAC Leadership – Upcoming October Elections**

- Thank you to Derek, and Congratulations! Agenda. Item 5.5. due to his schedule. **Timestamp 1:09:35**
- Chair and Vice Chair Election in October.

**b. Accessibility Mixer: COBAAC Subgroup Interest**

- Gathering and talking about common challenges and triumphs we face in our community.

**c. Veo E-Bikes:** Update from Tobias Marx

**d. Upcoming September Presentations:**

- City Attorney: Vehicle for Hire Conversation
- WCAG 2.1 AA Update: Presentation in September

**8. (Was Agenda Item 6.) COBAAC 2025 Work Plan Overview: Timestamp 1:16:11**

**a. Welcoming Week 2025 – Volunteers Needed!**

- Culture Jam – 9/13/25 at Open Space
- Central Oregon Health and Wellness Fair – 9/20/2025 at Ponderosa Park

**b. Trauma-Informed Lunch + Learn: Fall 2025:**

No capacity to reach out to schedule. Manager Kehoe will meet with this group to discuss plans for the Lunch + Learn.

**c. Accessibility Community Mixer: (pending October)**

## 9. COBAAC Roundtable: **Timestamp 1:18:01**

COBAAC members shared information: Millers Landings new accessibility features are wonderful to see. | Grateful that Bend does not have brick sidewalks as in Portland Maine. | **Diversability Inc.** is ending their Medicaid funded programs by October 5<sup>th</sup>, because they are not financially sustainable. | The public transit system should be encouraging public transit, not restricting it. | Wants continued conversation with CET, looking forward to finding solutions and for COBAAC to make recommendations in the best interest of the community.

## 10. Agenda Setting: COBAAC Members. **Timestamp 1:23:21**

- 2 Volunteers needed for Welcoming Week, for Culture Jam on September 13<sup>th</sup> and the Central Oregon Health and Wellness Fair on September 20<sup>th</sup>.
- COBAAC is not hosting anything for Welcoming Week.

## 11. The next COBAAC meeting will be held on September 25, 2025, from 1:00 to 2:30 PM.

## 12. Adjourn: With no further COBAAC business, Chair Woodfin adjourned the August 28, 2025, COBAAC meeting at 2:28 p.m.

Respectfully Submitted

Lisa Larsen (she/Her) Accessibility and Equity, Administration Support Specialist



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

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