

# Advisory Body and Council Goals Summit

## Input Summary

### Communication between advisory bodies and Council – What's working well that we should continue doing?

- **Staff Support & Council Liaisons:** Appreciate their engagement and support.
- **Committee Collaboration:** Successful examples include CAAB and ECC Tree Code collaboration and advisory body collaboration on TIFF implementation
- **Open Houses:** Effective, but need evaluation on timing, platform, and placement.
- **Transparent & Accessible Meetings:** City meetings are transparent, and online options and visitor's section are appreciated.
- **Clear Outcomes:** Aligning outcomes with Council goals is going well but can be improved.
- **Recruitment:** Robust interview process and accessible information for potential applicants.
- **Stipend Program:** working well
- **Summit Event:** support of holding this annually

### Communication between advisory bodies and Council – What's not working well that we should stop doing?

- **Meeting Materials:** Need materials in advance to provide meaningful feedback.
- **Subcommittee Effectiveness:** Subcommittee model not as effective as intended.
- **Orientation:** Lack of orientation
- **Specific Projects:** Desire for more specific projects for committees like HREC
- **Council Feedback:** Lack of feedback from Council on direction and decisions.
- **Communication Clarity:** Need clarity on how to communicate with Council and the flow of information; clarity on purpose of Quarterly Goals
- **Consistent Meetings:** Find another purpose for cancelled meetings (specifically with Planning Commission)
- **Communication between Advisory Bodies:** When Committees have new ideas, policies, etc., make them available if it has implications for other committees and establish a process to make sure it is vetted by other committees

## What's something we could start or add that would improve communication?

- **Casual Conversations:** More casual conversations with Council and among advisory bodies.
- **Strong Relationships:** Strengthen Council Liaison relationships
- **Task-Oriented Engagement:** Focus on task-oriented engagement and efficient joint meetings.
- **Direct Communication:** Transparent, two-way communication between committees and Council.
- **Proactive Information:** Receive information more proactively; create, share and maintain a centralized list of advisory body topics/projects
- **Collaboration:** Improved collaboration between committees, especially on big topics or topics of joint interest; regular meetings with advisory board leadership; super committees

## Engagement & Input – What are your ideas for how to engage advisory bodies on upcoming major City initiatives (like the Growth Plan)?

- **Super Committees**
- **Early Engagement:** Engage committees early and often in project planning.
- **Broad Engagement:** Offer broad ways to engage with the community, such public forums and defining target audiences.
- **Expanding Scope:** Consider expanding the scope of committees like TBOC and CAAB.
- **Educational Sessions:** Joint educational sessions about overlapping projects.
- **Structured Engagement:** Would like more structured engagement for advisory bodies to collaborate on joint topics.
- **Connection to Council Goals:** Align work with Council goals

## Communication & Collaboration between advisory bodies – What opportunities do you see for collaboration between advisory bodies?

- **Expertise Sharing:** Leverage expertise of individual members across advisory bodies.

- **Task-Oriented Collaboration:** Ensure collaboration is task-oriented and avoid duplicative work (ex. staff presenting the same presentation with multiple committees. Instead, present once at a joint meeting.)
- **Proactive Communication:** Proactive communication and better website for updates; share perspectives of different advisory bodies on topics of mutual interest
- **Joint Meetings:** Regular joint meetings and educational seminars for programs and projects.
- **Integration:** Integrate committees like HREC, ECC and COBAAC into broader conversations; AHAC, TBOC and ECC integration on transportation topics

## Input Details

### 1. Communication between advisory bodies and Council – What's working well that we should continue doing?

- Appreciate staff support and engaged Council Liaisons
- Kudos for the city council for even having committees in the first place
- Lot of committees overlapping and working together to implement the TIFF
- CAAB and ECC working on tree code together was a successful example of cross-committee collaboration
- More structured engagement for advisory bodies to collaborate on appropriate topics
- Sub-committees useful to get additional information, but need more
- Open houses are good, looking for more engagement on projects
- Need to evaluate timing of Open Houses, platform, placement of event, etc.
- Council Liaison engagement is helpful
- Summit meeting
- Having advisory bodies providing input to Council
- The City meetings are transparent  
Like meeting online options, which is less formal
- Visitor's Section
- Committees help distill the issues and recommendations to Council
- Have clear outcomes aligned with Council goals (going well but there is room for improvements)
- Stipend program

- Robust interview process & accessible information about committees on the website for potential applicant resource
- The summit
- Recruitment (ECC)
- Representation – word of mouth
- Share a ?? Update to advisory bodies
- Input @ quarterly update - don't have background to provide feedback
- Information to come full circle – what did Council decide? Have Council Liaison share
- Staff drafting letters to Council
- Clarity around how to communicate with Council. Which direction info flows to council? Or Council to Committee – Liaison to share presentation.
- What is the purpose of Quarterly goals/ Advisory Bodies should get Council Goals update. Staff will listen to committee, use committees time more effectively to connect with Council.
- Identify what we value the most (projects vs. Quality projects)

## **2. Communication between advisory bodies and Council – What's not working well that we should stop doing?**

- In person lead for the meeting
- Include presenters in agenda or pre-meeting materials
- Get materials in advance
- Always give process in presentations
- Consistent meetings- joint meetings if planning commission has nothing to review, or attending other advisory body meetings
- More opportunity to discuss / casual presentations to Councilors
- Subcommittee meetings are too formal
- More back and forth
- Council Liaison – getting updates on what Council was doing, context
- Planning Commission: Staff could help with Leg or council deliver input/thoughts
- Standing update agenda items from Council @ Committee meetings
- Subcommittee model not quite as effective as intended
- Taking policy options to Board before decisions are made

- When Committees have new ideas, policies, etc., make available if it has implications for other committees; establish a process to make sure it is vetted by other committees.
- Idea of having quarterly or regular meetings with leadership of other board
- Better communication from staff about upcoming initiatives, potentially at joint committee meetings.
- Follow up in a format like the summit to circle back on decisions that were made regarding Council goals.
- Be very clear when setting input from advisory bodies about what Council/Staff are looking for
- Set boundaries or operating space for the committee to save them from wasting energy or reinventing the wheel
- Committees verses input coming to Council from others who may be experts.
- The funnel of information
- Last BEDAB meeting, for example – ECON NW report came in a few days before meeting, which was not enough time for committee to formulate recommendation, and misses the opportunity to give input to Council
- Understaffing BEDAB is an issue
- What does Council want from committees? Lack credibility
- Volunteers on committees want to be effective
- Lack of timely delivery of materials (often larger documents & presentations) without ample time for review to provide meaningful feedback
- Cost perspective – we want as much housing on the ground, but how do you incentivize it so it's actually possible?
- Lack of orientation
- Centering the need of residents
- Community connected to committees
- Understanding representation
- More public comment - “real Bend”
- More specific projects for HREC
- TBOC is specifically directed in scope. Been thinking about what do value most gold standard project v. getting all done.
- Support and message design to public.
- Opportunity – achieve Council participation, attendance and direction.
- No intentional communication if a body representative is asked to speak but often those bodies didn't vote on that message. Unclear and repurpose the updates.
- Advisory bodies' connection to Council is hindered by prior staff.

- There wasn't much feedback from Council on direction and allow decision meeting.

### **3. What's something we could start or add that would improve communication?**

- Casual conversations with Council
- Casual conversations amongst various advisory committees
- Strong Council Liaison relationships with information from Council and that could be returned to Council.
- Update committees/advisory bodies with upcoming matters.
- Engagement on big things
- Task-oriented
- Super committees
- Big sounding board
- Discussions at the table
- Understand capacity issues
- Council goals close the loop during first meeting after goal setting
- Get materials far enough in advance
- When it comes to framing topics, identify solution to the problem, not the problem
- Improved collaboration between committees
- Would be great to have a forum open to different committees especially as it relates to housing.
- Identify who/what committee feels that they can contribute meaningfully to projects, and have those committees work together
- Important to note there are real capacity/time constraints for committee members to attend additional meetings
- Make good use of potential joint meetings and ensure they are efficient - have a problem identified and make discussion topic driven
- Chair and Vice Chair of all committees get together quarterly to discuss relevant topics
- Direct, transparent, two-way convo between committees and council aside from liaison led committee meetings to discuss progress (i.e., Annual updates between committee and council).
- Committee members feel that they aren't sure what is shared with Council.
- Each committee to develop questions that should be asked for every project that are the most important to committees to ensure key committee specific considerations are front of mind when making decisions (i.e., pro-housing lens)
- Staff support is good. Could use more input from Councilors
- Receiving information more proactively; potentially more meetings

- Maintaining a portfolio of decisions for each advisory body
- Less presentation time, potentially if materials are prepped
- Communication of Council direction coming from Council
- Collaboration between boards – potentially regular meetings with board leadership
- Improved clarity on process of getting ideas to Council
- Can be more proactive about reaching out to the other committees
- Holding annual summits so that we can exchange ideas and updates more often, taking back information to full committees and debrief with each other
- Would welcome to opportunity to have more engagement with the Council Liaisons during the meetings, but recognize that Councilors are not there to influence
- More clarity around the process through which to bring new ideas.
- Semi-regularly have some bodies with overlapping objectives meet together or discuss policy on specific topics
- Connect policies and programs to funding and resources to ensure they can be realized
- Add a fiscal stewardship piece with recommendations
- Communicaiton needs to flow both ways; then the members can also relay that to the public
- COBAAC – Accessibility integrated from beginning; don't come to committee for approval on a less than acceptable issue
- Council/leadership orientation with committees to create expectations and gain alignment on work plans. Goal is for committee members to feel like their time and expertise are wanted and valued. Mechanism is to be able to deliver a recommendation (effectiveness as determined by the committee)
- Meeting more and communicating
- Centralized list of all things coming to committees
- Liaisons connecting with each other to relay updates
- Newsletter/ quarterly updates
- Connect with Council better
- Advisory body leadership connecting quarterly?
- More meetings like summit meeting – only the second meeting of its kind in 20 years
- Process/Clarity on how does an advisory body get an idea or initiative to become a Council priority or something Council will consider?
- Develop a communication process between committees to share information on how an initiative or program in one advisory body impacts or involves other bodies.
- In wanting the Boards to be Advisory, but indirect advice to Council. Doesn't feel like the best feedback opportunity.

- Council needs to clarify and support the advisory committee recommendations but if changes are made, clarify why.

**4. Engagement & Input – What are your ideas for how to engage advisory bodies on upcoming major City initiatives (like the Growth Plan)?**

- Super committees
- Alignment/focus on Council Goals
- Legislative direction – connection to goal
- Some stress around staff capacity to do all this work
- May convene a super committee to get various perspectives
- Hiring housing navigator seems like a promising tactic to help move people through the permitting process
- HOA's and City regulations forbid housing density – have to redefine HOA's rules
- Similar red tape [HOA's and City regulations] as it relates to environmental issues (i.e., siting for solar)
- Early and often
- Super committees? Especially on specific points
- Bringing the committees along as the large project plans are developed, not just waiting until it's done and soliciting input
- Staff does a great job taking a first crack at it, then committees can provide input
- Committees should not draft from scratch
- Offer broad ways to engage with the community, such as working with City's communications team to create QR codes and define target audience
- Impacts (define equitable)
- Know what has been decided already
- Listening to Reddit rumblings
- Promotion and attendance
- Public forums in multiple formats
- Information trail – recommendations to Council / 2-way communication
- Expanding scope of TBOC to be broader to include transportation issues such as public transportation network, multi-modal, bike & pedestrian advisory committee
- TSP Update and growth
- Maybe expand TBOC to a broader transportation Committee for the community
- Consider expanding scope of CAAB
- Advisory Board joint educational sessions about projects that overlap

## **5. Communication & Collaboration between advisory bodies – What opportunities do you see for collaboration between advisory bodies?**

- Committee members' expertise available across advisory bodies
- Conscientious of volunteering advisory body members' time
- Make sure task oriented
- Re-purposing presentations to avoid duplicative work
- Core Area – Projects / COBAAC for pedestrian access
- Balance of advisory body roles verses elected Councilor to coordinate between groups
- Committees often engage with and provide feedback on the same projects through a different lens. Being able to access information about different committees' perspectives would be helpful.
- Would like to be able to leverage the expertise of others in different committees.
- Challenging to leverage expertise of members within a single committee if materials are not delivered in a timely way.
- Live update
- Proactive communications
- Larger meetings
- Better website
- Opportunities with transportation – AHAC, TBOC, ECC, etc
- TUF Tree code roundtable is a great model for major initiations and share updates. More organic.
- Maybe bring all groups together for educational seminars for programs and projects. Example UR101 on Jan 23, 2025 with staff connection in the backend, but be sure to balance members' time.
- Bring HREC and COBAAC into ECC conversations about engagement.
- ECC to attend HREC meetings