



# Minutes

## City of Bend Accessibility Advisory Committee

March 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 meeting from 12:59 to 2:29 p.m. This meeting was held through Zoom and in person in Council Chambers at City Hall, 710 NW Wall Street, Bend, Oregon. [Watch the COBAAC meeting livestream recording.](#)

### 1. Roll Call and Welcome: Committee Members.

#### Chamber Attendees (7):

- Liz Woodfin, She/Her, Chair
- Derek Hofbauer, He/Him, Vice Chair
- Aaron Rivers, He/Him
- Andrew Caruana, He, Him
- Ian Isaacson He, Him
- Carl Burnett, He/Him
- Liz Diether-Martin, She/Her

#### Zoom Attendees (2):

- John Heylin, He/Him
- Stephanie Utzman, She/Her

#### COBAAC Absences (4):

- Amanda Hamer, She/Her
- Whitney Bennett, She/Her
- Alysa MacRae, She/Her (alternate)
- Mariah Tennison, She/Her (alternate)

#### Public Comment (0):

#### City Staff:

- Cassandra Kehoe, She/Her/Ella, Accessibility & Equity Manager / COBAAC Staff Liaison (*Absent*)
- Eric King, He/Him, Bend City Manager (*Chambers*)
- Ariel Méndez, He/Him, City Councilor & COBAAC Liaison (*Chambers*)
- Andrés Portela, He/Him/El, Equity & Inclusion Director (*Chambers*)
- Carrie Karl, She/He, Director of Risk & Emergency Management (*Chambers*)
- Rebecca Roseberry She/Her/Hers, Emergency Management Intern (*Chambers*)
- Lisa Larsen, She/Her, Administrative Support Specialist (*Chambers*)

### 2. City of Bend Land Acknowledgement: COBAAC Volunteer. **Timestamp 3:22**

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

**3. Minutes:** Approval of February 27, 2025, Draft Meeting Minutes. **Timestamp 4:26**

**Motion 1:** Vice-Chair Hofbauer motioned to approve the COBAAC February 27, 2025, Draft Minutes as read, with no corrections. Member Rivers seconded the motion. The motion to approve February 27, 2025, unanimously passed by all voting members who attended today's meeting, in person (7) and virtually (2).

**4. Public Comment:**

No public attended.

**5. Bend Emergency Management Overview:** Emergency Management Team. **Timestamp 5:17**

- Carrie Karl (She/Her), Director of Risk & Emergency Management
- Rebecca Roseberry (She/Her/Hers), Emergency Management Intern
- Shaun Brown, Analyst, Emergency Management

Director Karl gave an overview of what Emergency Management does, since that is not always clear.

Risk and Emergency Management is the department. We work on occupational health, the safety of the employees and workers' compensation, and the general risk posture of the City they serve, and Emergency Management. Director Karl serves as the delegated Emergency Manager and supports the City Manager in a disaster.

The Emergency Management Department is asking for help with planning input on barriers with response, recovery, mitigation, and local resources to make connections with communities.

There was a discussion session between the Risk and Emergency Management team and COBAAC members.

**6. COBAAC Work Plan: Upcoming Community Events: Timestamp 49:28**

**a. Sprout Film Festival April 8, 2025, (Attendance, Invitations, and Tabling Opportunity)**

- Accessibility Manager Kehoe will email COBAAC members about the tabling schedule, brochure, QR codes, swag, etc. If you want to attend the Sprout Festival, contact Manager Kehoe at [ckehoe@bendorego.gov](mailto:ckehoe@bendorego.gov).

**b. Walk and Roll – Initial Conversation on Focus**

- Vice Chair Hofbauer talked about the plans for the Walk and Roll subgroup suggestions (Chair Woodfil, Vice-chair Hofbauer, Members Burnett, and Bennett):
  - Thursday, May 8 from 2-4 pm with refreshments afterwards @ Dogwood food carts on 2nd St.
  - Alignment with CET's Open House from 11 am-4 pm to display parking lot redesign, new amenities & accessibility improvements.
  - Opportunity for City of Bend to highlight 2<sup>nd</sup> Street and Franklin improvements.
  - 0.8-mile route focused on sidewalk conditions & connectivity, street crossings & Juniper Park trails.

**Motion 2:** Vice Chair Hofbauer motioned to approve the Walk and Roll event date of May 8<sup>th</sup>, 2025, from 4 to 5 p.m., the event map, with the possibility of having to change the event date with further discussion with Accessibility Manager Kehoe.

Chair Woodfin approved the motion, member Caruana seconded the motion; the motion carried unanimously by all voting members who attended today's meeting.

**7. COBAAC Support Letters: Timestamp 1:08:17**

- a. Dogs Off Leash and the Impact on People with Disabilities, Aaron Rivers.

Member Rivers will email Manager Kehoe an updated letter with corrections.

- b. Letter to the Regional Public Transit Advisory Committee, Andrew Caruana.

Member Caruana continues to work on background research to finalize this letter.

**8. COBAAC Round Table: Timestamp 1:09:56**

COBAAC members gave input on upcoming events, and holidays: CET fixed earlier & later routes start (June 2<sup>nd</sup>) | the Oregon Disabilities Commission is planning their annual ADA celebration in July | emergency preparedness evacuation at the state level | COBAAC member is in the process of starting a tool lending library in Central Oregon | Oregon Adaptive Sports (OAS) had their annual event and raised \$193,000 for OAS.

**9. Accessibility and Equity Manager Update: Cassandra Kehoe. Timestamp 1:17:40**

The Equity and Inclusion director shared the Accessibility Manager Kehoe's updates due to her absence.

- a. Finalizing the Sprout Festival.

- COBAAC members, please email **Director Portela** and **Manager Kehoe** if you and your family want to attend the Sprout Festival to reserve tickets.
- The Human Rights and Equity Commission (HREC) and the City of Bend Accessibility Advisory Committee will present/attend each other's group.

**10. City Councilor Update, City Councilor Ariel Méndez, He/Him. 1:19:54**

Council Liaison Méndez update:

- Comment Dogs Off Leash Letter: Parks and Rec does not have citation authority, so Bend Police does not typically patrol the parks, but is on-call. The Parks District's approach is to educate first, then ban people if needed.
- Met on March 5<sup>th</sup>: Distributed \$723,000 for the commercial and industrial excise tax that generates revenue for projects for Affordable Housing for people making under 30% of the area median income.
- March 19<sup>th</sup>: Three-year update with the Oregon Department of Transportation (ODOT) for the traffic signals, operations, and maintenance agreement.

- Council Goal Framework: Focusing on housing, transportation, infrastructure, economic prosperity, climate resiliency, public safety, and accessible & effective government.
- Cascades East Transit Updates: Implementation of transit cards allowing them to reduce fares without people having to collect or carry cash.

**11. Agenda Setting:** COBAAC Members. **Timestamp 1:26:44**

- Continue the discussion on the Walk and Roll Event.
- Letter of Support.

Director Portela talked about attending the Habitat for Humanity Design Open House. They unveiled a universally designed home that showed about 150 ways they incorporated it into their work.

**12. Our next COBAAC meeting will be on Thursday, April 24, 2025, from 1:00 to 2:30 p.m.**

**13. Adjourn:** 2:29 p.m.

Respectfully submitted,

Lisa Larsen, Administrative Support Specialist, Equity Department

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**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 and Equity Program 24 hours before the scheduled event 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.