



MEETING MINUTES

Community Building Subcommittee

October 27, 2025

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

Community Building Subcommittee

1. Called to order by roll call at 12:05 p.m.

Present were Mayor Pro Tem Megan Perkins, Councilor Franzosa, and Councilor Méndez.

Septic to Sewer Decision Making Committee members: City Manager Eric King, Engineering Director Ryan Oster, Assistant City Engineer Eric Forster.

2. Approve Meeting Minutes

- i. June 23, 2025 Meeting Minutes
- ii. August 11, 2025 Meeting Minutes

Councilor Méndez moved to approve the June 23, 2025, and August 11, 2025, meeting minutes. Councilor Franzosa seconded the motion.

The Voice Vote passed, 3-0.

Yes: Franzosa, Méndez, Perkins

No: none

3. Septic to Sewer Update

Presentation by Principal Engineer Jason Suhr and Program Manager Teresa Findley.

Suhr introduced the Septic to Sewer Conversion Program, which aims to help convert homes on private on-site septic to the City sewer system.

Suhr explained the roles of City staff in the program and thanked them.

Findley explained the application process to convert from private septic to City sewer, noting that homeowners who signed the petition to convert are given two years to connect to City sewer after the City issues a notice of operational completion to the homeowner and records



that with the County. Findley explained the steps the homeowner would take to convert. Findley provided statistics on how many laterals have been installed and connected to since the program's inception.

Findley stated that at today's meeting, the selection committee will determine which applicants will be converted to City sewer.

Findley then reviewed the five Neighborhood Extension selection criteria, which were project cost, number of properties to connect, proximity to City-planned projects, percentages of signature, and age and status of septic system. Findley showed a map of all applications and shared a scoring summary with raw data, which was used to score the applicants. Findley shared tiered and weighted scoring graphs based on the five selection criteria.

Findley clarified that if a household does not sign the petition, and the area is selected for sewer conversion, the household is still eligible to connect to sewer and would receive the 50% discount, but it is not required to do so within a 2-year timeframe. They would only be required to connect if their septic system fails or needs a repair.

Findley then shared a graph showing how the applications are ultimately scored.

Suhr provided two recommendations, Option A (Traditional), which includes as many applications as possible, starting with the highest ranking and moving down the list, that will fit within the annual budget of \$3.5 million. If a project doesn't fit into the budget, they will skip it and select the next project that will fit within the budget. Option A would include Airpark Drive, Denning Drive, Waco Drive and Juniperhaven. Option B (Alternative), also factors in the highest-ranking projects, but includes projects that are facilitated by a higher-ranking project. Option B would include Airpark Drive, Denning Drive and Woodhaven West. Denning Drive facilitates the extension of another application in the queue, which is Woodhaven West.

Discussion included the time length of projects, construction fatigue, and funding considerations. Suhr explained that both options slightly exceed the \$3.5 million annual budget. The current budget factors in outside consulting fees in the event that the City does not have the capacity to do the work internally, but staff will be looking to save money by using internal design efforts. Additionally, there are savings from past septic to sewer projects which can be used, and Suhr believed both options would ultimately fall within budget. Suhr shared area maps showing which residences have committed to connection for the projects recommended in Options A and B.

Suhr asked the selection committee to deliberate and vote on Option A or Option B.

Councilor Méndez spoke in support of selecting Waco Drive and Juniperhaven, both of which have been waiting four and five years for the program and have two failed systems each. Oster noted that Option A would address the four projects with the highest percentages of failing systems.



Surh noted that both options would benefit 46 properties each. Option A had 21 properties that had signed up and Option B had 20 properties that had signed up. Discussion also included how each option would set the City up for efficient connections in the future, the incentives which have an impact on getting homeowners to sign up, and the desire to minimize construction fatigue.

Oster stated his preference for Option A as it is generally consistent with choosing highest ranking projects, which aligns with past selection practices. The selection committee expressed a general preference for Option A for various reasons, including that it fixes more failed systems. Discussion included the selection criteria, scoring, location, how long the areas have been waiting for selection, and the number of failed systems that would be fixed. The group also discussed the issue of socio-economic factors and how to best and most equitably take those into consideration during the selection process.

Council requested adding socio-economic data as a criteria for future application scoring.

Mayor Pro Tem Perkins moved to approve Option A as presented by staff. Councilor Franzosa seconded the motion.

The Voice Vote passed, 6-0

Yes: Franzosa, Méndez, Perkins, King, Oster, Forster

No: none

4. Adjourned at 1:10 p.m.

Respectfully submitted by:

Trisha Savage

Deputy City Recorder



Accommodation Information for People with Disabilities & Language Assistance Services

You can obtain this information in alternate formats such as Braille, electronic format, etc. Free language assistance services are also available. Please email accessibility@bendoregon.gov or call 541-693-2198. Relay Users Dial 7-7-1. All requests are subject to vendor processing times and should be submitted 48-72 hours in advance of events.

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 en correo electrónico accessibility@bendoregon.gov o número de teléfono 541-693-2198. Los usuarios del servicio de retransmisión deben marcar el 7-1-1. Por favor, envíe sus solicitudes con 48-72 horas de antelación al evento; todas las solicitudes están sujetas a los tiempos de procesamiento del proveedor.