



MEETING MINUTES

Bend Economic Development Advisory Board (BEDAB)

Location: Council Chambers, City Hall, 710 NW Wall Street

Date: May 4, 2026

Time: 12:00 p.m.

12:00 p.m. BEDAB Meeting

Called to order at 12:01 p.m.

In attendance:

- Members: John Evons (Chair), Amy Bertram, Jennifer Lynch, Jillian Taylor, Mark Kroncke, Willie Hertford
- Ex-officio: Rebecca Robinson (Oregon State University-Cascades), Michael Richards (St. Charles Health Systems), Jeff Knapp (Visit Bend), Heather Ficht (East Cascades Works), Sara Odendahl (Bend Chamber, attended online), Emily Boyd (attending on behalf of Sara Odehdahl, Bend Chamber), and J.C. Nore (Central Oregon Community College)
- Councilor Liaison: Mayor Pro Tem Perkins

Absent: Member Chad Schlotmann

1. Public Comment

none

2. Approve March 2 Meeting Minutes

Member Kroncke moved to approve the meeting minutes. Member Hertford seconded the motion.

The Voice Vote passed 6-0:

Yes: Bertram, Lynch, Taylor, Evons, Kroncke, Hertford

No: none

3. Mayor Pro Tem Perkins Update



- City Club event on May 21, 2026, which will include a panel on Transient Lodging Tax (TLT) and recent legislation
- Electrification update – Council decided there would be no exemptions for affordable housing and will add dual-fuel equipment to equipment list. Council will consider a fee resolution in June 2026, as well as financial and non-financial incentives.
- Additional updates on upcoming Council meetings and work sessions

Chair Evons provided an update on the April 8, 2026, Electrification Roundtable with City Council. At the meeting, Evons summarized BEDAB's perspective, which focused on housing affordability and ensuring whatever path forward doesn't jeopardize affordability, and was supportive a pilot program/proof of concept.

Mayor Pro Tem Perkins noted that Council will review the climate impact fee annually, so that refinements can be made as needed.

4. BEDAB Revised Workplan Review (Business Advocate Cyrus Mooney)

Mooney stated that the Workplan will be presented to Council on May 20, 2026, for approval. Mooney reviewed the 2026-2028 Work Plan Key Priorities.

Kroncke expressed concern over use of equity as a priority rather than a lens through which to view all priorities. Mooney agreed to revise this in the workplan.

Chair Evons moved to approve the 2026-2028 Bend Economic Development Advisory Board Workplan as presented on May 4, 2026, with minor revisions. Member Kroncke seconded the motion.

The Voice Vote passed 6-0:

Yes: Bertram, Lynch, Taylor, Evons, Kroncke, Hertford

No: none

5. Review of BEDAB Commitments (Chair John Evons, Business Advocate Cyrus Mooney)

Chair Evons discussed an agenda strategy of a structured ask to invite community business leaders in target sectors to provide structured input to BEDAB that can be shared with City Council.

Members were supportive, and suggested broadening topics beyond target sectors and aligning topics with Council agenda items.



Mooney suggested working with the Bend Chamber's Advocacy Council, which uses a similar concept.

Mooney suggested assigning a BEDAB volunteer to help staff identify and invite business community members.

Member Jillian Taylor and Ex-Officio Member Sarah Odendahl volunteered to assist with coordination.

Member Hertford asked how this new feature would fit into the schedule, given that BEDAB meeting agendas are usually full. Chair Evons suggested that this type of input is very important and should take priority over other topics, as it would help BEDAB be better informed and help City Council make better decisions. Mooney added that some items, such as updates, can be shared by memo rather than presentation.

6. Small Business Assistance Grant Program Review

Presentation by Megan Lee, Environment & Climate Management Analyst.

Lee noted that this is a partnership with the Environment & Climate Committee (ECC), which launched a grant program last year and is hoping to extend this to the small business assistance grant program. Mooney added that the collaborative effort will help streamline administrative work.

Mooney noted that this resolution will come before Council on May 20, 2026.

Lee provided an overview of the ECC grant program, and Mooney outlined program logistics for the small business assistance grant program. Mooney noted that \$100k would be available for economic development related applications, and \$30k would be available for Climate and Sustainability related applications.

Members discussed details of the program such as application timeline, types of businesses or programs to prioritize, how to break down the funding pool, and reporting.

Member Taylor moved to recommend the Small Business Assistance Grant Program be approved by the City Council as presented on May 4, 2026. Member Bertram seconded the motion.

The Voice Vote passed 6-0:

Yes: Bertram, Lynch, Taylor, Evons, Kroncke, Hertford

No: none



7. Supplier Diversity Program Review

Presentation by Procurement Manager Justin Sweet and Senior Assistant City Attorney Mike Gaffney.

Sweet provided an overview of how procurement works at the City, breaking down procurement into three categories by purchase value. Sweet noted that 95% of purchases at the City take place in the smallest price-point category (direct-award, <\$25,000), and identified this category as an opportunity for increasing supplier diversity.

Mooney introduced a partnership opportunity with PBDG, a company that provides integrated vendor outreach, technical assistance and procurement consulting to focus on expanding and preparing larger construction vendor pools through networking events and hands-on support.

Gaffney provided details on Oregon Small Business Enterprise (OSBE), a new certification created by the State of Oregon. This certification focuses on the number of employees in the enterprise and overall revenue. Gaffney noted that the process for certification is very streamlined for those with existing minority-owned and women-owned business certifications.

Gaffney shared the draft administrative policy framework, which would require the City to use OSBE-certified businesses for direct-award contracts (contracts under \$25,000) with limited exemptions, and invite at least two OSBE-certified businesses when requesting quotes for intermediate procurements (contracts \$25,000-\$250,000).

Chair Evons expressed concern over exempting certain categories, as that would create barriers to small businesses in those categories.

Regarding local jurisdiction preference, Sweet explained that policy aims to focus on Oregon-businesses rather than local businesses because state law is not supportive of a smaller level of preference than the state. Gaffney added that the City would not want to add an additional level of certification requirement for businesses.

Member Kroncke asked for details on how this policy would applied in practice, and suggested a phased-in implementation for City staff. Member Kroncke noted that it will be important for BEDAB and other leaders to encourage local businesses to apply for OSBE-certification.

8. Visit Bend Annual Budget & Business Plan Considerations

Presentation by Visit Bend CEO Jeff Knapp and Visit Bend SVP of Strategy Nate Wyeth.



Wyeth highlighted that tourists contribute 4.1 times more per capita to Bend's tax base than residents, and that tourism created \$408 million in economic impact, \$16 million of which went directly to the City. Wyeth shared other ways that tourism benefits the city, and how the perception of tourism has changed positively.

Zavier Borja, Visit Bend Destination Stewardship, shared details on the grant program.

Wyeth shared reports on transient lodging tax (TLT) revenue, 35.4% of which goes to Visit Bend, and 64.6% goes to the City of Bend's General Fund. Wyeth shared metrics on the economic impacts of tourism, noting that visitor spending is up while resident spending is down. Knapp shared TLT trends since fiscal year 2013 and occupancy rate trends since 2016.

Due to time constraints, the rest of the presentation was paused and Visit Bend was invited back in June to complete their presentation and discussion.

BEDAB Members shared some initial feedback.

Kroncke noted that the tourism tax is the largest variable in the City's budget, and stressed that this has a big impact on the City. Kroncke expressed support for Visit Bend, noting that they carefully account for dollars spent and that the TLT revenue is very important to the City.

Evons expressed appreciation for the effectiveness of Visit Bend's budget and would like more detail to see how it aligns with the goals of Visit Bend.

9. Ex-Officio Updates

Skipped due to lack of time.

10. Roundtable and Future Topics

Skipped due to lack of time.

Adjourned at 2:09 p.m.

Respectfully submitted,
Ashley Bontje, City Recorder



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