



ORDINANCE NO. NS 2555

An ordinance of the City Council amending Bend Municipal Code Chapter 1.20 – Advisory Boards, Committees and Commissions.

Findings

1. Chapter 1.20 of the Bend Municipal Code creates and establishes process and scope of work for City boards, commissions, and committees.
2. The Bend Economic Development Advisory Board (BEDAB) and the Affordable Housing Advisory Committee (AHAC) have existed for years without updates to their governing code sections. After consultation with each committee, the Council finds it necessary and appropriate to update the scope and direction for each of these committees.
3. The Transportation Bond Oversight Committee (TBOC) was formed to provide oversight and advice to the City Council on implementation of the general obligation bond approved by the voters in November 2020. The Council now desires to expand the function of this committee, and after consultation with TBOC finds it necessary and appropriate to update the committee name and Council's direction to the committee.
4. The sections of this chapter applicable to the administration of all committees have been updated since the creation of some of the City's committees, and individual committee sections are now being updated to provide consistency in administration. Additional changes are made for clarity and consistency throughout the chapter.

Ordinance

Based on these findings, the City of Bend ordains as follows:

- Section 1.** Chapter 1.20 of the Bend Municipal Code is updated as shown in the attached Exhibit A.
- Section 2.** If any provision, section, phrase, or word of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions that can be given effect without the invalid provision or application.



Section 3. All other provisions of the Bend Municipal Code remain unchanged by this ordinance and remain in effect.

First Reading

May 20, 2026

Second Reading

June 3, 2026

Adoption by Roll Call Vote

Yes: Kebler, Franzosa, Méndez, Norris, Perkins, Platt, Riley

No:

Melanie Kebler, Mayor

Attest:

Ashley Bontje, City Recorder

Approved as to form:

Ian Leitheiser, City Attorney

EXHIBIT A

Additions are shown in underline

Deletions are shown in ~~strikeout~~

Chapter 1.20 ADVISORY BOARDS, COMMITTEES AND COMMISSIONS

Sections:

1.20.005	Applicability and Authority.
1.20.010	Board, Committee, and Commission Appointments and Service.
1.20.015	Organization and Operation.
1.20.020	Budget Committees.
1.20.025	Civil Service Commission – Civil Service System for Fire Personnel.
1.20.030	Planning Commission.
1.20.035	Urban Renewal Agency.
1.20.040	<i>Repealed.</i>
1.20.050	Bend Economic Development Advisory Board.
1.20.060	Arts, Beautification and Culture Commission.
1.20.070	<i>Repealed.</i>
1.20.080	Affordable Housing Advisory Committee.
1.20.090	Landmarks Commission.
1.20.100	Neighborhood Leadership Alliance – An Advisory Committee.
1.20.110	Environment and Climate Committee – An Advisory Committee.
1.20.120	Human Rights and Equity Commission.
1.20.130	Transportation and Mobility Advisory Committee.

1.20.005 Applicability and Authority.

A. *Applicability.* BC 1.20.005 through 1.20.015 apply to all City boards, commissions and committees, including temporary or ad hoc committees unless mandated otherwise by State statute or City ordinance. Provisions applicable to specific boards, commissions, or committees shall prevail over inconsistent provisions in these general provisions.

B. Unless explicitly authorized by statute, ordinance, or other formal action of the City Council, the authority of boards, committees, and commissions is limited to making recommendations to the Council on matters germane to the committee, board or commission, including planning and execution of Council goals related to the subject area of the committee, board, or commission, or matters referred by the Council within the scope of the committee's, board's or commission's purpose. No board, committee, or commission, as a whole, or any member or members individually or collectively, may bind the City, its officers, or agents to financial commitments or obligations. The decision-making authority of boards, committees, and commissions is limited to the authority expressly granted by State statute or City ordinance.

1.20.010 Board, Committee, and Commission Appointments and Service.

A. *Application.* Persons interested in serving on a board, committee or commission must complete an application and file it with the City.

B. *Selection Process.* The Mayor and Council members selected by the Mayor may interview applicants for a new board, committee or commission appointment, or for a vacancy. The decision whether to interview applicants or select based on application materials is at the Mayor's discretion.

C. *Ex-Officio Members.* A board, committee or commission other than the Planning Commission or Civil Service Commission may have ex-officio members, at the discretion of the Mayor and the Council, subject to the normal method of appointment. Ex-officio members may participate in discussions and deliberations by the board, committee or commission to which the member is appointed, but may not vote, will not be counted for purposes of determining a quorum, will not be included in any executive session of the board, committee or commission, and are not eligible for stipends or other reimbursement. Ex officio members may also participate in subcommittees of the committee on which they serve but may not vote.

D. *Alternates.* A board, committee or commission may have alternate members, at the discretion of the Mayor. To be an alternate, the person must have been part of the selection process and the Mayor must note the designation of the alternate during a City Council meeting. Once designated, an alternate retains their alternate status for a period of one year. Alternates may not participate in any discussions or deliberations by the board, committee or commission, may not vote, and will not be counted for purposes of determining a quorum, unless otherwise specified in this chapter. Alternates have no status with the City and are intended to be ready to fill a vacancy on a board, committee or commission, but may only do so after being appointed subject to the normal method of appointment.

E. *Criteria for Appointment.* All appointments, including reappointments, to a board, committee, or commission shall be considered in accordance with this section, together with the ability of the applicant to further Council goals and, for reappointments, the individual's overall record of service. Consideration should be given, whenever possible, to representation of backgrounds consistent with the skill set needed for the board, commission or committee, a balance of viewpoints, and diversity, including representation for all of the community.

F. *Status as Volunteers.* All board, commission, and committee members serve as volunteers without compensation or remuneration, and are not employees of the City, as defined in ORS 657.015. Board, commission, and committee members may receive reimbursement for expenses incurred for participation in meetings or a nominal stipend, or any combination thereof, as authorized by the City Manager, not to exceed \$500.00 per year for any individual regardless of service on multiple committees.

G. *Resident Requirement.* Board, committee and commission members should be residents of the City, except in rare circumstances where the person brings a unique skill that may be needed by a particular committee.

H. *Method of Appointment.* Board, committee, or commission positions and vacancies are filled by appointment of the Mayor with confirmation by the Council. Council confirmation shall be by approval of a motion.

I. *Terms.* Unless a different term number or length is provided for a committee under this chapter or State statute, appointments are made for terms not to exceed four years and will expire either January 1 or July 1 depending on the date appointed, if a replacement appointment has been made. Permanent committee or commission members may serve up to two consecutive full terms, or six years, whichever is greater, not including any partial term if a member was appointed in the middle of a term. Unless otherwise recommended to the Council by the Mayor, an incumbent seeking reappointment will be considered along with other applications, without needing to reapply. If no replacement is appointed to replace a member whose term is expiring, the member's term

continues until a replacement is appointed. When the provisions governing membership or terms are amended, the term of existing members shall not be affected unless expressly stated in this chapter.

J. *Multiple Committees.* Individuals may serve on more than one permanent, ad hoc or temporary commission, board, or committee; however, in the selection process, consideration may be given to including as many community members as possible to foster public engagement in Council recommendations.

K. *Removal.* All members of temporary committees serve at the pleasure of the Mayor and may be removed at any time, in the discretion of the Mayor. Members of a board, committee, or commission serve at the pleasure of the Council and may be replaced at any time following a motion approved by the Council, unless otherwise provided by law.

L. *Vacancies.* Unless otherwise provided by law, vacancies are filled in the same manner as an initial appointment, but the appointment shall be for the unexpired term. If a committee has alternates, alternates may be appointed to fill any vacancy before others are appointed to the committee.

1.20.015 Organization and Operation.

A. *Election of Chair and Vice-Chair.* Each permanent board, commission and committee will elect a chair and vice-chair by motion annually at the first meeting in each calendar year. The chair works with staff in the development of meeting agendas and facilitates all meetings. The vice-chair performs the duties of chair in the chair's absence. The chair and vice-chair of temporary committees authorized by subsection (H) of this section may be selected by the Mayor prior to the first meeting of the committee to best ensure they understand the Council direction for the committee.

B. *Staff Support.* The City will provide necessary staff support for boards, commissions and committees, including administrative support, meeting place, minutes, agenda preparation in consultation with the chair and/or vice-chair as appropriate for the particular committee, and new member orientation and training.

C. *Meetings.* All meetings of the committee and any subcommittee are subject to the requirements of Oregon Public Meeting Law. A majority of the voting members constitutes a quorum for the conduct of business and the concurrence of a majority of those members present and voting is required to decide any matter. These meetings are an opportunity for public involvement in the discussion of issues relating to that particular board, committee, or commission. However, an opportunity for public comment is not required by this chapter. Committees may establish subcommittees and appoint subcommittee members if appropriate to accomplish the work of the committee. Subcommittee members must be members of the committee.

D. *Annual Reports and Minutes.* Except for the Budget Committee, the chair or vice-chair of each committee, board or commission will report on its activities at the request of Council. The written minutes for each committee, board or commission must be submitted to the Council for information as requested. Recommendations to the Council must be submitted with the published agenda prior to the Council meeting at which the matter will be considered and in a form prescribed by the City.

E. *State Law and Conflicts of Interest.* Boards, commissions, and committees of the City are subject to State public records statutes. Board, committee, and commission members appointed by the City are considered "public officials." As such, they are expected to abide by State statutes governing conflicts of interest and other applicable provisions of State Ethics Law. Board, committee and commission members with clients who would be affected by action of the board, committee or

commission must declare actual and potential conflicts of interest of their clients and treat the conflicts as if they were their own. Board, committee and commission members are subject to State restrictions on election advocacy.

F. *Comments.* Boards, committees, and commissions may be asked to provide comments to other advisory bodies and staff when matters under consideration relate to their functional area of expertise.

G. *Establishment of Permanent Boards, Commissions, and Committees.* Permanent boards, commissions, and committees will be established by ordinance, except that boards, commissions, and committees may be established by other means if required or expressly authorized by State statute.

H. *Temporary Committees.* The Council may establish temporary committees (including task forces, ad hoc or advisory committees) by resolution to address specific issues or to engage in specific tasks, within identified time frames, to make recommendations to Council. The scope of the authority and responsibilities of the temporary committees will be established in the resolution creating the temporary committees. The Council may follow the recommendations, change the recommendations, reject the recommendations, refer the action back to the committee or take any other action the Council deems appropriate.

I. *City Manager Advisory Groups.* The City Manager or other City staff at the City Manager's direction may also create informal or more structured groups for the purpose of obtaining information, studying an issue (particularly related to a Council goal) or providing community input on a matter of City or Council interest. This includes temporary groups, such as technical advisory groups, focus groups, task forces, evaluation teams, and steering committees. The group or committee may give feedback or make a report or recommendation to the City Manager or staff, or upon request of the City Manager may help present the recommendation to the City Council. These groups and committees may or may not be subject to the Public Meetings Law, depending on the role and authority of the group. Generally, a group or committee will be subject to Public Meetings Law if it will be making a recommendation to the City Council or another advisory body or committee. The City Manager may choose to open some or all of a group or committee's meetings to the public, even if the group or committee is not required to comply with the Public Meetings Law.

1.20.020 Budget Committees.

- A. The City and the Urban Renewal Agency will each have a budget committee formed in accordance with State law.
- B. Budget committees have the rights, responsibilities, and authority provided by State law.
- C. A City Budget Committee member may also serve on the Urban Renewal Budget Committee.
- D. The term for appointed members is four consecutive years. Elected members serve for the duration of their term on the Bend City Council.

1.20.025 Civil Service Commission – Civil Service System for Fire Personnel.

- A. *Establishment.*
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1. The City of Bend Civil Service Commission is established and has the authority and responsibility provided by this code.
2. The Civil Service Rules and Regulations as supplemented by the Fire Association collective bargaining agreement, City personnel policies, City budget and payroll systems constitute a civil service system covering employees of the Fire Department as required by State law.

B. The Civil Service Commission has the following duties:

1. Adopt and implement rules for Fire Department recruitment, selection, promotions, retention, discipline and discharge.
2. Inspect facilities and operations to implement this section.
3. Investigate written complaints or statements of irregularities or violations of the Civil Service Rules and Regulations.

C. *Membership.*

1. The City of Bend Civil Service Commission consists of three members who are not officials or employees of the City.
2. All members must be residents of the City and registered voters of Deschutes County.
3. The term of office of each Commissioner is six years.
4. The Commission shall elect one of its members as chairperson.
5. Two members of the Commission constitute a quorum, and the votes of two members shall be sufficient for the decisions and the transaction of the business of the Commission.
6. The Commission will hold meetings as necessary for the proper discharge of its duties.
7. Commission members, the Executive Board for the Fire Association, and Fire Department executive staff must be notified of meeting dates and times.

D. This section does not limit the City's authority to create or abolish positions or to determine compensation for Fire Department employees.

1.20.030 Planning Commission.

A. *Powers and Duties.* The Bend Planning Commission is established, and has the authority and responsibility provided by this code and State law. The Planning Commission is the appointed citizen body that provides recommendations to the City Council on land use policies; makes land use decisions on planning applications; and provides a public forum for community values, visioning and strategic thinking in long range planning. The Commission is subject to the provisions of Oregon law regarding city planning commissions, including ORS 227.010 *et seq.* The Commission will:

1. Review those land use applications within its jurisdiction pursuant to applicable laws.
 2. Review and act on quasi-judicial decisions on land use applications and appeals of land use decisions pursuant to the City's land use procedures.
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3. Periodically review the Comprehensive Plan, as prioritized in a work plan approved by the City Council through its goal setting process or as otherwise directed by the City Council.
4. Act as the Citizen Involvement Committee within the Bend Urban Growth Boundary and advise the City Council on citizen involvement programs. As directed by the City Council, this role may include working with stakeholder groups or other advisory committees, to help inform refinement and other land use plans, and facilitating community engagement on land use issues with groups such as neighborhood associations or coalitions.
5. Make recommendations to the City Council on Type IV legislative land use actions pursuant to the City's land use procedures.

B. Membership.

1. The Bend Planning Commission consists of seven members who are not officials or employees of the City. All members must be residents of the City.
2. No more than two voting members of the Commission may engage principally in buying, selling, or developing of real estate for profit as individuals, or be members of any partnership, or officers or employees of any corporation, that engages principally in the buying, selling, or developing of real estate for profit. No more than two members may be engaged in the same kind of occupation, business, trade or profession.
3. Commission members may serve up to two full terms or 10 years if appointed mid-term, whichever is greater.
4. Consideration in appointments will be given to including representatives of the various geographical parts of the City of Bend.
5. The Commission shall meet in accordance with its bylaws. The Commission may adopt and amend rules and regulations to govern the conduct of its business.

1.20.035 Urban Renewal Agency.

A. *Governance.* The Bend Urban Renewal Agency is created and all authority of the Bend Urban Renewal Agency will be exercised by the City Council. Any act of the Bend Urban Renewal Agency is an act of the Urban Renewal Agency only and not of the City or City Council.

B. *Officers and Administration.* The administrative responsibilities of the Bend Urban Renewal Agency will be discharged by City of Bend personnel under the supervision of the City Manager, who functions as the executive director of the Bend Urban Renewal Agency. The Bend Urban Renewal Agency may select the following officers by a majority vote:

1. *Chair.* The chairperson must be a member of the Agency and will preside at all Agency meetings.
2. *Vice-Chair.* The vice-chairperson must be a member of the Agency and will act as the chair of BURA in the absence of the chair.

1.20.040 Infrastructure Advisory Committee.

Repealed by Ord. NS-2259.

1.20.050 Bend Economic Development Advisory Board.

A. *Purpose.* The purpose of the Bend Economic Development Advisory Board (BEDAB) is to advise the City Council on issues related to Bend's businesses and economy to ensure that the City's economic development policies are responsive to real world business conditions and aligned with community goals. To support this purpose, BEDAB will advance a resilient, inclusive, and competitive Bend economy by advising the City Council with clear, actionable insight informed by business-sector expertise. BEDAB's advice to the City Council should provide information and recommendations focused on ensuring the City's policies, programs, investments, and long-range planning strengthen local businesses, expand economic opportunity, and align with the community's vision for shared prosperity.

B. *Membership.* BEDAB consists of up to nine voting members that represent key industries in the city of Bend. In addition, BEDAB should include the following nonvoting ex officio members:

1. One member representing the Economic Development for Central Oregon (EDCO);
2. One member representing Central Oregon Community College;
3. One member representing Oregon State University – Cascades;
4. One member representing East Cascades Works;
5. One member representing St. Charles Health System;
6. One member representing Visit Bend; and
7. One member representing the Bend Chamber of Commerce.

C. BEDAB members will serve staggered three-year terms.

D. BEDAB will:

1. Create a three-year workplan for consideration by the City Council;
2. Provide an annual report to the City Council addressing progress milestones from the workplan;
3. Identify activities and projects designed to enhance economic growth in the City of Bend
4. Propose annual revisions to the workplan as needed to improve the economic vitality of the City of Bend; and.
5. Advise the City Council on ordinances, policies and activities that affect the economic vitality within the City of Bend.

1.20.060 Arts, Beautification and Culture Commission.

A. The purpose of the Arts, Beautification and Culture Commission (ABC Commission) is to provide advice and recommendations on the appropriate role for the City of Bend to take in supporting arts, beautification and culture and to encourage and promote arts, community beautification and culture with emphasis on community gathering, events, cultural tourism and the arts.

B. The ABC Commission may make recommendations to the Council regarding City participation and cooperation in arts, community beautification and culture programs and activities. The ABC Commission may explore, encourage and monitor outside funding opportunities, and, to the extent funds are budgeted, participate or support arts, beautification, and cultural activities and programs.

C. The ABC Commission consists of four to seven community members who serve three-year terms, a City Councilor, and a staff representative from the City. The community members will be selected from diverse backgrounds including but not limited to art, culture, and tourism.

1.20.070 Transportation Safety Advisory Committee.

Repealed by Ord. NS-2299.

1.20.080 Affordable Housing Advisory Committee.

A. *Purpose.* The purpose of the Affordable Housing Advisory Committee (AHAC) is to advise the City Council and City staff on affordable housing issues and programmatic prioritization of housing policies and funding.

B. *Membership.* AHAC consists of up to nine members who serve three-year terms. All members must have an interest in meeting the needs of very low, low, and moderate income community members in Bend. Membership must include at least one member with the following affiliations, interest or experience:

1. A member of the building and development community.
2. A real estate professional.
3. A member of the business community.
4. A member of the affordable housing development community.
5. A person with experience in lending/financing.
6. A member of a tenant organization.

C. In making the appointments, the Mayor will consider the recommendation of Central Oregon Builders Association as to the member representing the building and development community, the recommendation of the Central Oregon Association of Realtors as to the real estate professional, and the recommendation of the Bend Chamber of Commerce as to the business community representative.

D. AHAC will:

1. Make recommendations to the City Council and City staff on the allocation of Community Development Block Grant (CDBG) funds and on programs for the promotion of affordable housing;
 2. Make recommendations on the development of criteria for the prioritization and selection of housing projects for affordable housing, CDBG funding, other resources as available;
 3. Evaluate applications for affordable housing and CDBG funding and make recommendations to the City Council regarding the allocation of funds;
 4. Furnish the public with information concerning funding available, eligible uses of funds, and programs and projects;
 5. Provide input on affordable housing plans and provide comments on the City's affordable housing programs;
 6. Conduct public meetings to obtain public input on the use of
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affordable housing funds; and 7. Help the City prioritize, develop, and improve City programs, funding recommendations and policy concepts for the spectrum of housing options including those related to shelters, transitional housing, permanent supportive housing, middling-income housing, affordable rental housing, affordable home ownership, market rate rentals, and market rate home ownership to align with Council goals.

1.20.090 Landmarks Commission.

A. Membership.

1. The Landmarks Commission is composed of five members with interest in architecture, history, architectural history, planning, prehistoric and historic archaeology, folklore, cultural anthropology, curation, conservation, landscape architecture or related disciplines to the extent such professionals are available.
2. Members must reside within the Urban Growth Boundary.
3. The Mayor, with the advice and consent of the City Council, may appoint two Alternate Commissioners who may take part in any deliberation but may vote only as provided in subsection (D) of this section.

B. Terms of Office. Landmarks Commissioners and Alternate Commissioners serve four-year terms.

C. Duties and Powers. The Commission serves as:

1. The hearings body on certain quasi-judicial applications as provided in the Bend Development Code.
2. An advisory body to the City Council on decisions that could affect historic resources.

D. Quorum. An Alternate Commissioner is counted as part of the quorum and may vote if their participation is necessary to make a quorum. If only one Alternate Commissioner is needed to make a quorum, the Alternate Commissioner who has served the longest time as Alternate Commissioner will be part of the quorum and vote.

1.20.100 Neighborhood Leadership Alliance – An Advisory Committee.

A. Purpose. The purpose of the Neighborhood Leadership Alliance (NLA) is to provide a direct and continuing means for neighborhood association constituent participation and input to the City Council from a neighborhood and community perspective. To facilitate this purpose, the NLA may provide:

1. Recommendations, as requested by Council, on the City's review of plans, ordinances and policies affecting how the City manages growth within the urban area and considers and implements the planning goals for the community.
 2. Continuing input to Council on the recommendations and needs of the Neighborhood Association constituents, particularly during Council planning and goal setting, and as otherwise scheduled by the City for advisory committees.
 3. Advisory input to the City Council and City staff on pertinent issues that affect well-designed, well-connected, diverse and safe neighborhoods, in light of Council goals and strategic plans.
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4. In coordination with the Bend Planning Commission and other appropriate committees, provide for increased civic engagement and education for neighborhood association constituents, including planning for an evolving vision of Bend to keep the City vital, and emphasizing quality of life for all residents.

B. Membership.

1. NLA membership consists of one member representing each recognized neighborhood association, recommended by the neighborhood association's board and appointed by the Mayor with the consent of Council.

2. Term(s) are four years. Members may be re-recommended by their boards.

C. The creation of the NLA is not intended to change or diminish the autonomy or roles of neighborhood associations, or impact board of director duties, neighborhood association articles of incorporation, bylaws or the legal structure of a particular neighborhood association. Any decisions made by a neighborhood association are under its own rules and procedures and are not governed by the City or this advisory committee.

1.20.110 Environment and Climate Committee – An Advisory Committee.

A. *Purpose.* The Environment and Climate Committee (ECC) is the advisory body to the City Council to develop recommendations to implement the City's Community Climate Action Plan (CCAP), and to provide a continuing venue for input and evaluation of City policies and actions relating to the community's stewardship of natural resources and the environment. The ECC will:

1. Develop recommendations to the City Council to implement the CCAP, including but not limited to developing cost-benefit assessments and building partnerships with stakeholders and industry and innovation leaders to meet CCAP goals.
2. Monitor and report on CCAP implementation to the Council.
3. Develop periodic updates to the CCAP.
4. As directed by the Council, participate in the City's review and development of plans, ordinances, actions, and policies related to the City's role as a steward of natural resources and the environment.
5. Advocate for stewardship of natural resources and the environment through input to the Council during the Council goal setting and budgeting processes, and through input on adopted Council goals as they relate to natural resources and the environment.

B. Membership.

1. The ECC consists of up to 11 voting members, selected to represent a diversity of expertise and experience, professional or lived, in subjects such as renewable energy, energy policy, energy-efficient building, alternative transportation, carbon emission reduction, natural resource stewardship, environmental justice, equity in environmental stewardship and sustainability, forestry, water resources, and other related areas.

2. The ECC may invite one representative each from the Bend LaPine School District, Deschutes County, and the Bend Park and Recreation District to participate as nonvoting ex officio members. If it chooses to participate, each entity will designate its representative to the

ECC. The Mayor will accept the designation unless there is good cause to reject the designation.

3. Terms are four years.

1.20.120 Human Rights and Equity Commission.

A. *Purpose.* The Human Rights and Equity Commission (HREC) will ensure historically marginalized and underrepresented people and communities in Bend have equal access to City programs and services, representation in City decision-making, and a venue to raise concerns and complaints about discrimination. HREC will:

1. Provide input to the City Council on City goals and policies using a diversity, equity, and inclusion lens and perspective, including recommending effective strategies to increase engagement with historically marginalized and underrepresented communities.
2. Create an action plan to achieve an equitable society, where our diversity is celebrated and all are included, and advise the City Council on implementation, progress, and updates to the plan. The plan should be responsive to the evolving needs and priorities of marginalized and underrepresented communities, engage with Bend community members, interested groups, other agencies, City staff, and businesses and nonprofits to develop strategies to promote diversity, equity and inclusion goals.
3. Work with the Bend community, interested groups, staff, and elected officials to make recommendations that embrace the City's commitment to building a more inclusive community, where all can be treated with compassion and respect, regardless of race, ethnicity, place of origin, immigration status, or any other perceived or self-identified class or status.
4. Provide opportunities for people seeking resolution and assistance regarding complaints of discrimination in Bend, including potential violations of the City's Equal Rights Ordinance. HREC may connect people with resources and assistance and seek resolution of complaints through conciliatory or educational processes, but does not have authority to compel participation, require specific actions, or impose economic sanctions or other penalties.

B. *Membership.*

1. HREC membership consists of nine to 13 community members, a majority of whom identify with one or more historically marginalized or underrepresented communities. HREC membership is intended to reflect a diverse spectrum of people and communities in Bend that have been historically marginalized, underrepresented in public governance and policy-making, and/or underserved by public programs and services. The Mayor has discretion to determine the number of members between nine and 13 at a given time, but shall consider the recommendations and input from HREC if membership is ever fewer than 13, and will strive to maintain an odd number of members to the extent possible.

2. Terms are four years.

C. HREC derives its authority from BC 1.20.005 and this section. HREC may advocate to the City Council when HREC identifies issues of community significance involving diversity, equity, and inclusion during goal setting or as otherwise scheduled by the City for advisory committees or for the HREC.

1.20.130 Transportation and Mobility Advisory Committee.

A. *Purpose.* The Transportation and Mobility Advisory Committee (TMAC) is the advisory body to the City Council on matters relating to the City's transportation system, as set forth in this section and as further directed by the City Council.

B. The TMAC will:

1. Advise the City Council and City staff on the implementation and progress of the general obligation bond for transportation infrastructure approved by voters in November 2020 (the "2020 GO Bond"), and provide information to the public on the progress of projects funded by the bond;
2. Advise the City Council and City staff on issues related to strategic planning and policy related to the City's transportation system, including implementation of and updates to the Transportation System Plan, transportation capital improvement plans, planning and prioritization of capital transportation improvement projects, and strategic policy for operations and maintenance programs of the City;
3. Provide input to the City Council and City staff on updates to the City's transportation design and construction standards for City and private projects delivering public infrastructure and scoping of specific projects to help projects meet City and community safety and functionality needs;
4. Provide input and feedback on City programs for community education on safety, travel behavior, and enforcement; and
5. Provide input on other topics related to the City's transportation system as requested by the City Council or City staff or proposed by the Committee and supported by the City Council or City staff.

C. In its oversight and advisory role for the 2020 GO Bond, the TMAC will recommend to Council:

1. Performance metrics for prioritizing bond projects and evaluating progress. Metrics should cover the following themes: alignment with Council goals, crash reductions and other measures of safety, equity, synergy opportunities with other projects (utilities/streets/private development) and other partner agencies (such as the Bend Park and Recreation District, Bend LaPine School District, the Oregon Department of Transportation, and the Central Oregon Intergovernmental Council), travel time reliability improvements, construction fatigue of areas of town, and other metrics identified by the City Council or the TMAC. The TMAC will review progress reports and benchmarks provided by staff (cost of projects, type of projects, future planning for projects), which will form the Capital Improvement Project (CIP) lists against these identified performance metrics.
2. Sequencing of projects for the life of the projects, and may make recommendations on changes or adjustments in project scheduling or sequencing. The TMAC will not have the authority to change which projects are funded by the 2020 GO Bond, but may provide input and recommendations on design and desired project outcomes at the project scoping state, as described above in Section B.3. The TMAC may make recommendations for revisions to the project list if planned projects are no longer feasible or desirable (i.e., contributions to identified ODOT projects) or additional projects consistent with the November 2020 ballot measure language.

D. The **TMAC** should create a workplan to guide its work, for approval by the City Council, on an annual or other basis as deemed appropriate by the TMAC or as directed by the City Council. The

workplan should identify projects, programs, or other activities the TMAC will address with City staff during the term of the workplan. The TMAC is not expected to engage on every topic authorized for their consideration every year but may prioritize topics to fit within the TMAC's meeting schedule.

E. The TMAC is expected to meet at least quarterly. Additional meetings may be scheduled at the discretion of the City. If there is no need for the TMAC to meet because of lack of substantial topics, the chair and City staff will determine whether a scheduled meeting may be canceled or postponed and provide sufficient public notice.

F. *Membership.*

1. The TMAC consists of up to 11 individuals who live within city limits. The Mayor has discretion to determine the number of members, and should strive to maintain an odd number of members to the extent possible. Members should be representative of the entire community, from the citywide geographical area, with representation from throughout the city, diverse perspectives, and including person(s) from historically underserved areas with respect to transportation, varying socioeconomic backgrounds and industry sectors, and an interest in varying transportation modes and budgeting. The City may consider including some members from permanent or advisory committees to facilitate connectivity between the various City volunteer groups.

2. The TMAC may invite one representative each from the Bend LaPine School District, Deschutes County, the Bend Park and Recreation District, the Oregon Department of Transportation, and the Central Oregon Intergovernmental Council, or other entities relevant to the purpose of the TMAC, to participate as nonvoting ex officio members. If it chooses to participate, each entity will designate its representative to the TMAC. The Mayor will accept the designation unless there is good cause to reject the designation.

3. There will be two designated Council liaisons to the TMAC.

4. Terms are four years.
