



City of Bend Accessibility Advisory Committee

Meeting Summary

Board Room

August 22, 2019

1:00 – 2:30pm

FINAL

1. Welcome – Come to Order

Meeting Commenced at 1:00 pm by Dave Carlson

Members Present: Dave Carlson – Chair, Kori Sparks – Vice-Chair, Ashley Schahfer, David Blauwkamp, Jason Kropf, Nancy Allen, Peter Gunby

Members Absent: Daniel Murray, Jeff Huey, Jeff Lichtenberg, Julie Muller

Staff Liaison: Karin Morris

Council Liaison: Barb Campbell

City Staff: Sinclair Burr, Rory Rowan, Brad Tower, Lisa Larsen

Visitors: Kayla Wright – Abilitree, Scott Beaird – Kittleson & Associates, and Sharlene Wills – COCA

2. Approval of June 27, 2019 Meeting Summary (5 min)

First – Kori Sparks Seconded – Peter Gunby

3. Committee Chair/Vice Chair Update (Dave Carlson/Kori Sparks – 15 min)

Dave Carlson is unable to attend the October 24, 2019, COBAAC meeting.

Kori Sparks – Vice-Chair confirmed by email that she will conduct the October 24, 2019, meeting.

Kori Sparks attended a City Club Urban Area meeting asked about ADA and possibly adding accessibility awareness.



a. SWOT Analysis Sub-Committee Update

The SWOT subcommittee meeting held just before today's City of Bend Accessibility Advisory Committee (COBAAC) meeting. The subcommittee works on four (4) different elements, Strength, Weakness, Opportunities, and Threats that affect COBAAC. Matching one element to another; enhancing the outcome to help the City of Bend Accessibility Advisory Committee (COBAAC) take advantage of the positive outcome.

Today the subcommittee discussed COBAAC's Weaknesses to Strengths then connected the Opportunities element while referencing the list under the Opportunities element that the COBAAC members discussed at their March meeting.

The SWOT subcommittee discussed the Opportunities element and the advantages it could use with external involvement being on that list.

Suggestions brought up at the SWOT subcommittee meeting:

- Committee members participate in city events, committees and report back to COBAAC.
- Compile a list of six (6) City of Bend committees; see if any COBAAC members are interested in attending any of these other committees and reporting back.
- Track and list committee members' involvement in the community, Letters of Support and biannually send a letter or present this list to City Council.
- Committee members look for opportunities to write letters.
- Find Marketing and PR to advertise COBAAC meetings.
- Compile a list of disability awareness celebrated months

After Karin gave the report from the SWOT subcommittee, COBAAC members added to this list.

Suggestions brought up at the COBAAC meeting:

- Submit letters to the editor.
- Targeted outreach and speak about accessibility, Barrier Removal Request (BRR) vs Citizen Service Request (CSR).



Karin mentioned that, in the past, she had made presentations about accessibility, Barrier Removal Requests, and Citizen Service Request. Karin said to contact her if the opportunity arises and she can take a COBAAC member with her.

- Compile a list of committees and any other groups; look at the source and have communication with them to advertise COBAAC meetings.
- Going to other meetings might spark an interest in other outside contacts or meetings not yet known to the community for advertising

ACTION ITEM: Compile a list of Central Oregon committees & other social groups; send the list to COBAAC members to see if any members are interested in attending these; raise awareness about accessibility, COBAAC meetings and report back to COBAAC. (Karin added; if interest exists, locate two (2) members to each committee meeting just in case one (1) person cannot attend).

ACTION ITEM: Add to Agenda Track committee members' involvement/interactions with/in the community and biannually send a letter or present the list to City Council. **DONE**

ACTION ITEM: add to 9/26 Agenda Letter to Housing to prioritize ½ mile to the transit stop **DONE**

ACTION ITEM: Make a list of disability awareness months.

ACTION ITEM: add to 9/26 Idea of Letters to the Editor Sept. or Oct. Meeting Agenda

ACTION ITEM: Save the date for the next SWOT Analysis subcommittee meeting on 9/26/2019 from 11:30 am to 12:30 pm. **DONE**

Karin let committee members know that City Quest will be at the Bend Fall Fest and that she will have a booth. In the past, Karin has asked for Volunteers from COBAAC to help at the booth. Karin asked the committee members to think about it and added it to the September Agenda.

ACTION ITEM Add to 9/26 Agenda: Ask for volunteers for City Quest at Bend Fall Fest. **DONE**

b. Check on Progress of Snow Removal Static Cling Decal Design

Ashley Schahfer worked one (1) mock-up design, Snow Angels, and emailed it to COBAAC members earlier this month.

Snow Angels is one of the three (3) names submitted by the members for the City of Bend Accessibility Advisory Committee Snow Removal.

Ashley is not able to proceed with a design until the committee has voted on a name.



c. Discuss who is Accountable for Finding the Company to Produce the Static Window Cling

Kori Sparks has worked with a printing company in the past and will look for and give Karin the information as well and other companies that can fulfill the production on the static window cling decals needed for the City of Bend Accessibility Advisory Committee (COBAAC) snow removal season.

ACTION ITEM: Kori Sparks will email Karin a list of printing companies that are able to produce the static window cling decal. (Reminder sent to Kori on 9/10/2019)

d. Discuss the Process of Snow Removal Kick-Off; define the distribution of the Static Window Cling

Karin will revise the COBAAC Snow Removal Nomination Process before the distribution of the snow removal kick-off.

ACTION ITEM: Karin will revise the COBAAC Snow Removal Nomination Process when the decals are ordered added to November ACTION ITEMS dotx. **DONE**

e. Discuss and Vote on the List of Snow Removal Name Entries

Kori Sparks – Walk and Roll Stars, then inducted into the Walk and Roll hall of fame

Julie Muller – Snow Angels

Dave Carlson – Snow Business Stars

From the three (3) Snow Removal names entered prior to this meeting, there was no vote taken or a decision made, but additional names suggested. Discuss and vote at Septembers' meeting.

Additional Snow Removal Award names suggested:

| | |
|---------------|---------------------|
| Snow Angels | Winter Warriors |
| Winter Access | Makers |
| Clear Access | Keeping Access Open |

On 8/27/2019, five (5) days after Augusts' COBAAC meeting, Karin and I (Lisa) discussed the Snow Removal Kick-off scheduled for October, with no snow removal name being chosen at the August COBAAC meeting, and not being able to proceed with the design or production of the window cling decal, the October kick-off will have to be delayed.



On 8/27/2019, Karin sent an email to the committee members with six (6) of the popular names discussed at the August meeting. In addition, asking the committee members to vote one (1) through six (6), with one (1) being their first choice and informing them due to time constraints, there are no considerations for new names. In doing this the one with the most number one (1) votes will be COBAAC's new snow removal name so that we can move forward with the design and production of the window cling decals.

**ACTION ITEM Add to 9/26 Agenda: Snow Removal Name & Window Cling Update.
DONE**

4. Pedestrian Signalization at Roundabouts (Sinclair Burr – 15 min)

Roundabout Pedestrian Signalization Presentation

Sinclair's presentation is on pedestrian signalization at roundabouts is in reference to Empire Avenue and Butler Market Road at 27th Street.

There are two (2) different types of signalization options:

- 1) Pedestrian Hybrid Beacons, also known as HAWK signals, are similar to traffic signals but only have to flash yellow, solid yellow, solid red, and flashing red phases. They are dark until activated by someone using the crosswalk where they are located.
- 2) Rectangular Rapid Flashing Beacons, also known as RRFBs, are more common throughout Oregon and there are several already in and around Bend. Installed on roadside yellow crosswalk signs and flash yellow when activated by someone using the crosswalk where they are located. They are otherwise dark when not in use. Existing locations include on the Bend Parkway (US 97) at Reed Lane, Badger, and Pinebrook; on Greenwood (US 20) at 12th Street (near the entrance to Pilot Butte), and on 3rd Street at SE Roosevelt Avenue.

Sinclair explained that the project team on Empire is considering these different signal options for the crosswalks on the entries and exits to the proposed roundabout at Empire and 27th and Butler Market. The reason for this consideration is that the roundabout is planned to be multiple lanes of traffic. Additionally, a proposed design was shown that included the crosswalks being both far back from the roundabout circle itself as well as an offset (crosswalk across entry and exit on the same leg are not aligned, there is a jog proposed between them).

Questions committee members asked of Sinclair:

Have been any problems because these are newer to the area?



- For RRFBs, have been installed and in use around Bend for nearly a decade now, driver understanding and compliance with these have been good.
- For Pedestrian Hybrid Beacons there is none currently installed and very few in the entire state. Experience from other cities is that some education is typically needed to help drivers understand the meanings of the different signal phases associated with them.

Why are the proposed crosswalk locations offset on the entry and exit portions of the roundabout legs?

- The roundabout is proposed to be so large (multiple lanes) and busy, offsetting the exit crosswalk further back than the entry one provides additional space for drivers to wait while yielding to people in the crosswalk outside of the roundabout itself. It should lessen the risk of vehicle rear-end collisions, etc. The entry crosswalk is further up; this is typical, where drivers are at their slowest just as they prepare to enter the roundabout itself so it should result in better-desired yielding by drivers to people at the crosswalk.

Sharlene Wills, from COCA, is blind and uses a cane asked two (2) questions of concern, how will she find the second opening/button and how will she know that it will lead in a different (offset) direction?

- The pedestrian path through the island between the offset crosswalks will be curbed and at the point where the person will enter the crosswalk to cross the entry or exit of the roundabout, there will be detectable warning tiles and a signal pushbutton.

How long do you have to walk across the crosswalk?

- Typically seven (7) seconds, it depends on the length of the walk. Audio and timing are adjustable.

What are the power needs of the Rectangular Rapid Flashing Beacon (RRFB); will it be hardwired?

- The RRFB can be solar powered so very little wiring needed. However, if a Pedestrian Hybrid Beacon signal is utilized, it would need to be hardwired as it cannot run off of solar. Therefore, the conduit will be installed under the roundabout entry and exit to allow for this, whether this signal option is chosen now or retrofitted in the future.

Sinclair said that he would be researching these signal options at roundabouts further including seeing the experiences of other states before making any final decisions.



5. Accessibility Manager Update (Karin Morris – 20 min)

a. New Business:

Karin talked about a problem with a blind tenant having access to Dial-A-Ride at the apartment complex where he lives. The development where the blind tenant lives; the parking lot is tightly configured, and the bus is unable to turn around. Karin asked the committee if a letter to Affordable Housing sharing accessibility impact and the prioritization of the ½ mile to transits stops. Consensus for writing a letter to Affordable Housing was yes that a letter should be written which led to a discussion.

Points and comments raised for the Affordable Housing Letter:

- Change code for parking requirements and space of lots
- Bigger parking lots can accommodate emergency vehicles
- Drivers that need accommodation that have no garage or limited development lot parking, use PROWAG for off-street parking and apply for an accommodation

Due to previous discussions running over the allotted time Rory asked if the Affordable Housing impromptu discussion could be held over for the next meeting; his department still needed to report. Karin agreed and the Affordable Housing Letter is tabled until September 26, 2019, COBAAC meeting.

ACTION ITEM add to 9/26 Agenda: Discuss Affordable Housing Committee Letter **DONE**

b. Adopted Accessibility Program Fund

No significant changes in funding

c. Adopted Accessibility Construction Fund

The Accessibility Construction Fund receives approximately \$600,000 annually for construction projects. Projects likely to occur in fiscal year 19-21 include NE Division St Corridor, Drake Pump Station Upgrade, Brosterhouse Road Accessibility Improvement, Murphy & 15th Street Project, Newport Pipe Replacement, and \$100K to the Accessibility Opportunity Projects.

ii. Accessibility Opportunity Projects

- Barrier Removal Request (BRR) one hundred (100) thousand annually – of the Opportunity line item is for smaller projects to correct older barrier removal requests that are not included in a larger planned project.



- All barrier removal requests are not created equal, so funding is different.
- Smaller projects will be saved for the opportunity fund.

6. ADA CIP Project(s) Report (Rory Rowan/Brad Tower – 20 min)

NE Division Street Accessibility Improvements Presentation

Brad Tower for the Project Engineer for the Engineering & Infrastructure Planning Department (EIPD) is conducting the NE Division Street Accessibility Improvements presentation.

The original project scope was between NE Revere Avenue and Highway 20. There is no funding for that extension, so the project limits have changed. The project limits are NE Division between Thurston Avenue and Yale Avenue; included are three (3) Barrier Removal Request in this section.

After asking, City Council approved a budget increase to six-hundred and seventy thousand (670,000.00) dollars for this project and the budget is now in place. After the planning and design phase, it leaves four hundred and fifty (450,000.00) thousand for construction, with no option to ask for another increase in budget. With the project just at budget or possibly a little over, we now face a prioritization issue to stay within budget.

Brad is asking for feedback from the committee members on the three (3) options they are posing and the option they would like the money allocated.

- 1) Option one (1) is to complete the curb ramps at three (3) intersections on Northeast Division Street between Thurston Avenue and Yale at Vail, Webster, Xerxes, and Lakeside and add a small amount of missing sidewalk. This would consist of twenty-two (22) ADA ramps and one hundred (100) feet of new sidewalk.
- 2) Option two (2) is to complete the curb ramps only on the west side of Division Street and six (6) sections of missing sidewalk on the east side between Thurston Avenue and Yale Avenue. This would consist of seventeen (17) ADA ramps and six hundred and fifty (650) feet of new sidewalk on the east side.
- 3) Option three (3) is to leave some existing curb ramps on the west side between Thurston Avenue and Yale Avenue in place while replacing others; adding the missing sidewalk on the east side and add several curb ramps to complete as much of the corridor as possible. This would consist of twenty-six (26) to thirty-two (32) ADA ramps and six hundred and fifty (650) feet of new sidewalk.



Question and comments made by committee members or others:

- This area does not seem like it would have very many pedestrians due to it being an industrial area.
- Karin mentioned there are quite a few shelters in the area; there is a need for sidewalks and accessible curb ramps.
- Engineering & Infrastructure Planning Departments (EIPD) reasoning for the three (3) options provided is to make sure that construction will not look like a zigzag because pedestrians are less likely to use it and they want to finish sections while there is already construction being done in that area.
- Are you able to use a phasing approach?

Due to time constraints, and other agenda items taking longer to discuss, the discussion of the NE Division Street Accessibility Improvements held over and added to September 26, 2019, COBAAC meeting agenda.

ACTION ITEM Add to 9/26 Agenda: Discuss NE Division Street Accessibility Improvements. **DONE**

7. Public Comment (5 min)

No public comment

8. Council Liaison(s) Comment (5 min)

Barb Campbell offered to take Sharlene Wills (COCA member) to the Rectangular Rapid Flashing Beacon located on Hwy 20 at 12th Street, do a walkthrough, after the next COCA meeting that they were both planning to attend.

9. Adjourned

Meeting adjourned at 2:30 pm by Dave Carlson

10. Links to Other Committees or Events of Interest

[Timeline of the Americans with Disabilities Act \(ADA Anniversary July 26\)](#)

[Information and Technical Assistance on the Americans with Disabilities Act](#)



11. Next Meeting:

- September 26, 2019, from 1:00 – 2:30 p.m. in the Board Room, City Hall
- Please notify the Accessibility Program if you are not able to attend accessibility@bendoregon.gov or call (541) 693-2198



Accessible Meeting Information: This meeting/event location is accessible. Sign language interpreter service, assistive listening devices, materials in an alternate format such as Braille, large print, electronic formats, and CD Formats, or any other accommodations are available upon advance request. Please contact the Accessibility Division no later than 72 hours in advance of the meeting at accessibility@bendoregon.gov, or call (541) 693-2198. Relay Users Dial 7-1-1, or fax (541) 385-6676. Providing at least 3 days' notice prior to the event will help ensure availability.