

Meeting Minutes

Core Area Advisory Board

Location: Council Chambers

Date: November 19th, 2025

Time: 12:00 PM

Facilitator: Jonathan Taylor

In Attendance

- Corie Harlan, Dale Van Valkenburg, John Fischer, Katherine Austin, John Heylin, Dawn Cofer

New Business

The Core Area Advisory Board was called to order at 12:00 pm on November 19, 2025, by Corie Harlan, Chair.

1. Visitor's Section – Public Comment

- Public comment received from Nicole Mardell, Planner, Deschutes County, introducing herself as the County's ex-officio representative to CAAB (taking over for Whitney Hale).

2. Approval of Meeting Minutes

- Motion by John Fischer to approve the meeting minutes for September and October 2025 CAAB Meetings was made and seconded by Dawn Cofer.
- Minutes for September and October were approved unanimously.

3. Core Area Business or Property Owner Impact – John Kish, Somewhere That's Green

- John shared a five-year perspective operating in the Bend Central District: business renewal of lease, expansion of professional performing arts theater, and strong demand (sold-out five-week musical run).
- Challenges highlighted: change-of-use costs and fees (including SDCs), permitting timelines, and adaptive reuse barriers; need for flexibility on minimum development standards (MDS), meter sizing, and infrastructure upsizing during interim activation years.
- Neighborhood collaboration on parking and event coordination; concerns about Greenwood median and upcoming street reconstruction impacts; building condition upgrades in an older (1930s) structure.
- City staff noted the Development Navigator (Erica Jensen) role is available to help shepherd complex permits; CFO clarified distinctions between permitting costs and SDCs.

4. Council Update

- Councilor Gina Franzosa invited dialogue and noted Council's interest in activating the Central District despite economic constraints around the City Hall concept; highest-and-best-use analysis underway for City-owned land (core area and downtown).
- Councilor Mike Riley underscored commitment to near-term activation in the Central District using assets, properties, and TIF—potentially accelerating investments even if



City Hall location changes; ongoing discussion of services (e.g., BottleDrop impacts) and alternative site considerations (including 15th Street).

5. Monthly Bend Central District Business Association –

- a. A monthly update on programs, projects and events of the Bend Central District Business Association (BCDBA). Dawn Cofer, Core Area Advisory Board Member & Treasure, BCDBA
- b. Planning an artist-focused street festival tentatively July 10–11, 2026—family-friendly daytime programming and an eclectic evening event to draw visitors into the district.
- c. BCDBA pursuing Economic Improvement District (EID) formation to fund beautification, maintenance, marketing, and safety/sanitation services; targeting Council scheduling (likely March due to required process).

6. Adopt Core Area Metrics

- a. Staff presented refined metrics (reduced set for practicality) spanning housing, businesses, employment (baseline ~9,451), lifestyle businesses, park access, affordability, mobility, transit, market activity, and assessed value growth (target ~3% avg annual over five-year periods).
- b. Park metric amended to “create approximately one-acre (\pm) park, plaza, open space, or natural area” and maintain the 2051 target of 100% of core-area residential units within a half-mile of such amenities.
- c. Affordable housing target: 20% of new units at \leq 80% AMI (noting existing site-specific 90% AMI policy may be revisited).
- d. Motion to adopt the 2030 Core Area Metrics as amended by Dale Cofer and seconded by Katherine Austin. Motion was approved unanimously.

7. Policy Recommendations

- a. **Recommendation to BURA: BURA Be More Adaptable and Responsive** – Dale Van Valkenburg made a Motion to recommend to BURA for consideration on December 17th, 2025., Seconded by John Fischer. Motion passed unanimously.
- b. **Recommendation to Council: Permit Review Recommendation** – Title changed to Reduce Development Burden. Motion to recommend to Council the Reduce Development Burden recommendation as amended for consideration on 17 December 2025 for consideration was made by Dale Van Valkenburg and seconded by John Fischer. Motion passed unanimously.
- c. **Recommendation to Council: Development Incentives** – Motion to move this recommendation forward to Council for consideration was made by Dawn Cofer and seconded by Dale Van Valkenburg. Motion passed unanimously.
- d. **Recommendation to Council: Zone Code Changes Incentives** – Motion to move this recommendation forward to Council for consideration was made by John Fischer and seconded by Dale Van Valkenburg. Motion passed unanimously.
- e. **Recommendation to Council: Prioritize Core Area Public Infrastructure Projects and Needs** - Motion to move this recommendation forward to Council for consideration on December 17th, 2025, was made by Dale Van Valkenburg and seconded by John Fischer. Motion passed unanimously.
- f. **Recommendation to Council: BURA Effectiveness Recommendation** - Motion to recommend the BURA Effectiveness Recommendation as amended to Council for consideration on 17 December 2025 for consideration was made by Dale Van Valkenburg and seconded by Dawn Cofer. Motion passed unanimously.

8. **High-Value Property Map Discussion**

- a. Introduced working map using real-market improvement-to-land-value ratio (< 0.5) to identify areas with redevelopment potential; discussed adding overlays (≥ 0.3 -acre parcels, primary frontage, infrastructure liabilities, planned projects).
- b. Intended uses: guide incentive deployment, capital-improvement planning, and targeted outreach to property owners; legal noted potential conflicts-of-interest to manage. Detailed workshop deferred to January/February 2026.

9. **Next Quarter Action Plan and Staff Liaison Update**

- a. A preview of the upcoming CAAB schedule and work plan for Q1 2026. This is tentative until the Bend Urban Renewal Agency adopts the 5-Year Investment Strategy.
- b. January 2026 Agenda:
 - i. High Value Property Map Workshop
 - ii. Administer CARE Program
- c. February 2026 Agenda:
 - i. Approve High Value Property Map
 - ii. City of Bend Projects Update
 - iii. Finance Policy Presentation
 - iv. Incentive Development Workshop
 - v. Administer CARE Program
- d. March 2026 – No Meeting

Notes

Meeting was adjourned at 1400 by the Board Chair. Next CAAB meeting is scheduled for January 15, 2026.



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