



**CWNA Board Meeting**  
**January 19, 2018, 6:00pm to 8:00pm**  
**Broken Top Club – Board Room**

**Attendees:**

Board Members [Ward #]	
TBD [#1]	
Chad Sage – Chair [#2]	X
Tracy Pfiffner [#3]	X
Glen Grochowski [#4]	X
Alexis Scharff – Treasurer [#5]	X
Steve Gatto [#6]	X
Nathan Moses [#7]	X
Perry Brooks [#8]	X
TBD – [#9]	
Susan Collins – Secretary [#10]	X
Lisa Mushel – Assistant Chair [#11]	X

Committee Heads/Coordinators/Guests	
Chad Sage & Glen Grochowski – Land Use	X
Tina Burnside – Noxious Weeds	
Ron Webber – Broken Top	
TBD – Reserve at Broken Top	
Shane Austin – Membership DB	
Sally Russell – Bend City Council	X
Joe Richie – Broken Top, CWNA member	X
Dave Krueger, DRW – Broken Top Publication	X

**Agenda Items:**

Topic	Information
1. Approve 11/13/17 Board meeting minutes	Meeting minutes were approved.
2. Regular Business	<p><u>Volunteer Assignments to Committees</u></p> <ul style="list-style-type: none"> <li>a. Land Use</li> <li>b. City wide Transportation Advisory Committee (CTAC)</li> <li>c. NART and NLA</li> <li>d. Charter Review Committee</li> </ul> <p>a) Land Use – Vehicle engine braking on SW Century Drive: Sally Russell, Bend City Councilor, CWNA Guest reported “Jake Braking” (compression release engine braking) in Deschutes County is legal while it is illegal within Bend city limits. Sally represented Bend City Council on the Deschutes Collaborative Forest Project that created the West Bend Project. This project is currently underway to make the forest better able to withstand wildfire and insect infestations. The project includes mowing, thinning and logging, and controlled burns. Scott Logging is one of the contractors responsible for the logging trucks using Jake Braking on SW Century Drive. Sally will contact Scott Logging to ask for immediate termination of Jake Braking. Sally will also ask that the trucks no longer travel at high rates of speeds in heavily trafficked areas on SW Century.</p>

	<p>b) City Wide Transportation Advisory Committee (CTAC): City has just begun reaching out to the CTAC membership. Currently, their first scheduled meeting is tentative for 28 February.</p> <p>c) NART and NLA update - Chad Sage and Lisa Mushel with comments from Sally Russell: NART continues discussions with the City relative to formalizing an elevated, in-code level of authority and responsibility for driving neighborhood priorities (as opposed to the city creating another steering committee for broader representation). Additional discussion on whether to create NLA for authority/accountability. NART will stay in existence to support neighborhood-specific issues and, where appropriate, provide operational insights for current NART members, e.g., database cleanup, membership boosting, etc. NLA’s continuing purpose is to advocate for and work with City Council and Staff on a larger set of issues that impact multiple neighborhood associations.</p> <p>d) Charter Review Committee update – Chad Sage: ongoing evaluation of charter amendment recommendations for: establishing a directly elected mayor; creating/voting on ward system with councilors from each ward; and removing all Council numeric pay language from the charter and instead to be set by independent advisory group without requirement for voter approval. Sally reported the council has approved direct mayoral elections, with a vote on Feb. 7 as to whether to remove the pay/stipend language in the charter which will then allow the independent advisory group to set compensation based upon equity, experience, community need, etc.</p>
<p>3. New Business</p>	<p><u>OSU-C Master Plan</u></p> <ul style="list-style-type: none"> <li>◇ Nathan Moses presented a modified version of the full “Master Plan and Zone Change Public Meeting” presentation. (Full version: <a href="http://osucascades.edu/campus-expansion/future-campus/resources">http://osucascades.edu/campus-expansion/future-campus/resources</a>)</li> <li>◇ Master plan expected to take place over 25-30 years and timeline is dependent on funding. Goal is to have 3,000-5,000 students; 40% to live on campus. Current enrollment: 1,207.</li> <li>◇ Innovation Center will be a public/private partnership, with participation awarded via a bid process and sharing of construction/development expenses.</li> <li>◇ Ongoing concern regarding student parking on Chandler: OSU has repeatedly notified students/staff about restrictions; however, enforcement resides with the City of Bend. City of Bend reports it is an OSU issue. Nathan to take this up with OSU again, but the City must enforce.</li> <li>◇ Nathan was asked to provide the board with a timeline for the various stages of OSU development.</li> </ul>

	<p><u>Bend Zoning &amp; Comprehensive Plan Analysis</u></p> <ul style="list-style-type: none"> <li>◇ Effective 12/06/16, the Bend Comprehensive Plan replaced the Bend Area General Plan. The new plan provides “a guide for making wise land use decisions regarding future development within the Urban Growth Boundary.” When the new plan was adopted, the city council did not simultaneously update the zoning requirements/changes from the old plan to the new. As a result, there are lots/areas within the city in which a property’s original zoning under the General plan does not match the new Comprehensive Plan. This can create an economic and administrative burden for the property owner, as they must apply for a variance from their General plan zone in order to develop according to the zone requirement of the Comprehensive plan.</li> <li>◇ Under discussion is whether to unilaterally change all General Plan zones in existence today to the new, required zones under the Comprehensive plan. There are pros/cons to this – especially as the community has not evaluated and formally requested reconsideration of zone changes from the old to the new. Sally has asked the Board for our position, including whether there are specific lots/areas in which we believe the Comprehensive plan zones are not appropriate and should not be changed from the former General plan designation. Additionally, the Board is asked to review the information Chad provided via Central Oregon Landwatch for further explanation and counter-position.</li> </ul> <p><u>Discussion of Commercial Ward Vs. OSU-C ward</u></p> <ul style="list-style-type: none"> <li>◇ Chad proposed the idea of creating a new ward that would be comprised solely of OSU-C; leaving the current Commercial Ward in place for representation of the other businesses in our association. Board members agreed in principle, and this will be addressed further in an upcoming meeting. Joe reminded the Board that this would require a change to our bylaws, formal BOD approval, and then final approval by the general membership at our annual meeting. However, the process can begin with Chad (current Chair) providing the baseline language necessary to amend the Charter. Additionally, canvassing for membership for Ward #7 is allowed. This position would not be considered official until such time as the general membership provides approval.</li> </ul>
<p>4. Old/Current Business</p>	<p><u>Board Member Resignation</u></p> <p>Tracy Pfiffner has resigned her BOD position effective today. Tracy’s professional commitments require her stepping aside from her current CWNA position. She expressed her thanks and ongoing support of the work being done by CWNA. She will continue to help Lisa with the ongoing Online-Communications work to facilitate a smooth transition.</p> <p><u>Perspective Analysis</u></p>

	<p>◇ Prepared and highlighted by Joe Richie. Suggests the board take time to review, reflect and discuss the core topics he raised for BOD improvement. There are multiple suggestions we should evaluate to enhance efficiencies and ensure we prioritize time spent on several core issues facing our Neighborhoods. It will provide a mechanism to benchmark current state of CWNA board and its various missions.</p> <p><u>Environmental Center, Energy Challenge</u></p> <p>◇ CWNA has placed this on Facebook and our website.</p>
<p>5. Committee Reports</p>	<p><u>Membership (Steve)</u> – membership survey in final stages of completion; will be digitally provided; BOD to receive/review the draft, as the goal is to send to our membership by end of February. Desire to incentivize participation by some mechanism (e.g. potential to earn a gift certificate to one of our CWNA businesses/restaurants). Lisa/Chad evaluating whether this is allowed.</p> <p><u>Online-Communications (Tracy/Lisa)</u> – Need newsletter topics. BOD is asked for ideas. OSU-C and Land Use updates were suggested.</p> <p><u>Transportation/Traffic (Perry)</u> – BMPRD received \$2.1M grant to pave Haul Trail Road to connection with the section paved by the forest service this past fall (near “Good Dog Park”). Work will begin in 2019, completion 2020.</p> <p><u>Land Use (Chad &amp; Glen)</u> – Structure of this committee/role is being evaluated by Chad &amp; Glen</p> <p><u>BMPRD (Glen)</u> – comments above in Transportation/Traffic</p> <p><u>Neighborhood Association Round Table - NART (Chad)</u> – per update above.</p> <p><u>Finance (Alexis)</u> – \$1673.83 remaining, spent \$300 since last report for Shane’s ongoing technical support. Board conditionally approved use of \$100 for survey incentive; anticipated an additional \$300 for Shane, leaving approximately \$1200 that MUST be used by end of June 2018. BOD to evaluate projects that will utilize these resources.</p>
<p>6. Next Board Meeting</p>	<p>Thursday, February 15<sup>th</sup>; 6:00pm Broken Top Boardroom</p>

**Action Items:**

Responsible Person	Action Item	Due Date	Complete?
Steve Gatto / Lisa Mushel	Steve to send pdf of member survey for BOD edits	Jan '18	
Alexis Scharff	Reserve Broken Top Board Room for next meeting (Feb. 15, 6PM)	Jan '18	X
Glen Grochowski, Nathan Moses	Submit blurbs to Lisa for Newsletter items	Jan '18	
Lisa Mushel and Tracy Pfiffner	Transition Tracey's role/responsibilities – Tracey to serve as editorial advisor, as needed.	Jan '18	
Lisa Mushel	Verification/Update of Home Owner Association information	Feb '18	
BOD	Set Annual Calendar – next meeting	Feb '18	
Nathan Moses	Provide BOD with a timeline for the various stages of OSU development	Feb '18	
BOD	Prepare project/expenses to utilize remaining \$1200 budget by end of June	Ongoing	
BOD	Topics for upcoming Newsletter (OSU-C update; Land Use update)	Feb '18	
BOD	Recruit for 3 Open Board Positions <ul style="list-style-type: none"> <li>◇ Ward 1: Bachelor View Road, Sunrise Village</li> <li>◇ Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village</li> <li>◇ Member at Large #9</li> </ul>	Feb '18	
Lisa Mushel	Incentive options follow up with Joshua Romero (City Staff).	Feb '18	X
Chad Sage	Finalize next meeting date	Jan '18	X
Lisa Mushel/Tracy Pfiffner	Energy Challenge – post link on website and alert membership via social media <a href="https://www.theenergychallenge.org/take-action/freebulbs/">https://www.theenergychallenge.org/take-action/freebulbs/</a>	Jan '18	X
Lisa Mushel/Chad Sage	Prepare/submit City Roll Over Fund Application	Dec 1, '17	X
BOD	Century West Neighborhood Association – A Perspective	Jan '18	X

01/18/18 DRAFT

Submitted by: Susan Collins, CWNA Secretary

**Board Meeting Minute Acronyms****BMPRD** – Bend Metro Parks and Recreation District**BDC** – Bend Development Code**BEDAB** – Bend Economic Development Advisory Board**CAC** – Community Advisory Committee**CEAC** – Campus Expansion Advisory Committee**COB** – City of Bend**CTAC** – Citywide Transportation Advisory Committee

**CWNA** – Cascade West Neighborhood Association  
**CWNA BOD** – CWNA Board of Directors  
**LUBA** – Land use Board of Appeal  
**NA** – Neighborhood Association(s)  
**NART** – Neighborhood Associations Roundtable  
**NLA** – Neighborhood Leadership Alliance (New, codified group under development)  
**OSU-C** – Oregon State University Cascades  
**PC**-- Planning Commission  
**UGB** – Urban Growth Boundary  
**WTS** – Westside Transportation Study

**“Month” Land Use Development Report by Chad Sage & Glen Grochowski, CWNA Land Use Heads**

DRAFT