



CWNA Board Meeting
January 17, 2019, 6:05pm to 8:10pm
Broken Top Boardroom

Attendees:

Board Members [Ward #]		Committee Heads/Coordinators/Guests	
Kristen Phillips [#1]	X	Glen Grochowski – Land Use	X
Susan Collins – Secretary [#2]	X	Shane Austin – Membership DB	
Vacant [#3]			
Glen Grochowski [#4]	X	Doug Meyer, Neighbor in Sagewood	X
Alexis Scharff – Treasurer [#5]		Curt Compton, Neighbor and HOA BOD member in West Gate	X
Vacant [#6]			
Vacant [#7]			
Nathan Moses [#8.A.]	X		
Tessa Moody [#8.B.]	X		
David Ewing [#9]	X		
Jeanne Berry [#10]			
Lisa Mushel – Chair [#11]	X		

Agenda Items:

Topic	Information
<ul style="list-style-type: none"> Approve 11/15/18 Board meeting minutes 	Meeting minutes were approved.
<ul style="list-style-type: none"> Regular Business 	<p><u>Volunteer Assignments to Committees</u></p> <ol style="list-style-type: none"> Land Use City wide Transportation Advisory Committee (CTAC) NART and NLA <p><u>Land Use:</u></p> <ol style="list-style-type: none"> <u>Lodges at Bachelor View:</u> Residents in Bachelor View neighborhood continue to experience significant impact. The temporary road (Bachelor View Drive) is very difficult to negotiate due to construction vehicles parked on both sides of the road and large pot holes. No action was requested by CWNA at this time, as the BV neighbors are working with the developers for ongoing resolution. Lodges at Bachelor View eplan <u>Revel Mountain Gate: 5-Acre Parcel at intersection of Mammoth Drive and SW Century:</u> The Wolff Company, Seattle-based Developer along with DOWL Engineers, has

placed their project on hold may end their contract to purchase land located in the Mountain Gate Neighborhood. It was reported to both Lisa and Curt that the newest (and largest) issue for the developer is unanticipated ~\$2MM assessment for their portion of a sewer update required for the West Gate property. As a result, the cost escalation has made the ~\$40MM project questionably doable. The developer continues discussions with COB, and for now the project is on hold.

[Revel Mountain Gate eplans](#)

<https://www.revelmountaingate.com/>

- c. Broken Top – Tennis Court potential development: No action at this time.
- d. 930 Yates – Proposed Condos – MU Partitioning: No activity since 03/2018. Proposed 14 Luxury Condo complex. Various eplans. Owner: Engle Trust
[930 Yates / Engle Condo project eplans](#)
- e. Former Ray's: Forum Westside, LLC – 210 SW Century Dr:
[Former Ray's - Forum Westside Development eplans](#)
- f. LOGE – Entrada: Notice of Proposed Development for a Type II site plan minor alteration & conditional use review for an unenclosed outdoor entertainment area under consideration by COB. BOD reported only concern at this point pertains to parking for public events, more specifically the parking located immediately across Century Dr. from The LOGE. This is a safety issue, as the speed limit is 55mph and people could be crossing the highway during the dark. Nicolas Lennartz is city contact. Bend Planning files: 18-0636 & 18-0638. See link below for descriptions, drawings, site impact, parking, drainage.
<https://eplans.ci.bend.or.us/ProjectDox/Frame.aspx?ProjectID=31396>
- g. OSU-Cascades: EPA grant proposal in place. Analysis, proposed study, and minutes will be published. Information regarding the remediation and reclamation for dump. Nathan will be CWNA's point for all OSU-C progress. Initial test pits started in January. See below for OSU Cascades project links and Landfill expansion article by Bend Bulletin.

Community Meeting Agenda

- https://osucascades.edu/sites/osucascades.edu/files/epa_cleanup_grant_pub_meeting_jan_2019.pdf

Public Comment Form Page along with the Proposal and Analysis - <https://osucascades.edu/webform/brownfields-cleanup-grant-proposal-public-comment-form>

<https://osucascades.edu/campus-expansion>

<https://www.bendbulletin.com/localstate/6703614-151/turning-osu-cascades-landfill-and-pumice-mine-into-a>

City Wide Transportation Advisory Committee (CTAC):

- a. No current CWNA BOD representation. Glen will remain engaged in transportation issues, and Kristen will attend CTAC meetings. To date, she attended 5 of 9 City Wide Transportation events. See below attachment for summary. She will write an article to inform CWNA membership about current activities. There are two potential Deschutes River bridge crossings being contemplated for long-term relief of congestion on SW Reed Market. Locations proposed – Powers and Murphy. These bridges may then supersede the BPRD efforts to create a footbridge across the Deschutes at/near Good Dog Park. Discussion centered on how to ensure CWNA is represented on the citizen’s advisory board with BPRD to further study this issue, should it move forward.
- b. SW Century Drive Traffic Speed Zone Request: Glen spoke with Janet Hruby at COB: originally submitted in March 2018; ODOT sent findings to Salem, Salem’s findings recommended 50mph based on 85% of prevailing speed evaluated in July 2018. COB requested 45mph. Janet informed COB will be repaving Century this summer. Project is currently in Engineering – and they are evaluating traffic calming steps than can be taken through the repaving project. Option could be to eliminate all passing lanes; move speed zone signs closer to Entrada (city limits); lanes width change to 12’ and increase bike lane to 6’. Any additional suggestions to be submitted to Janet. Doug said he’d send a note to Mt Bachelor to ask them put a “note” on their website about slowing traffic in the neighborhoods on SW Century. It was also encouraged to have our voices heard via the Citizen Request form on the COB website to get additional NA voices into the city specific to this issue.

NLA/NART –

- a) NLA: Neighborhood Leadership Alliance (NLA) –City of Bend codified entity: Lisa Mushel is CWNA’s representative.

	<ul style="list-style-type: none"> • Hans Jorgenson from Awbrey Butte is NLA Chair, Lisa is NLA co-chair. Lisa presented to City Council’s Listening Session on Land Use communication to CWNA. Reported that the process is not smooth, consistent, nor timely. Traffic/Safety – less of an issue for CWNA as compared for other NAs due to rapid growth. Lisa will partner with Awbrey West, Summit West, CWNA and Bend Neighborhood Association on Land Use challenges, and use this to inform NLA and City Council. • NLA is requesting \$140K budget. • NLA meeting minutes can be found at this link: https://www.bendoregon.gov/government/neighborhood-leadership-alliance <p>b) NART – Nathan felt this was a good cross-NA opportunity to network, share best practices and streamline activities. Work on the mission statement is underway to define the scope of the work to be performed by NART. Discussion centered upon sharing best practices. The group is also investigating providing a uniform resources page that would be available for all NAs rather than having each create this it on their own. NART will convene every two months on a Saturday for 2 hours.</p>
<ul style="list-style-type: none"> • New Business 	<p><u>Liaisons to City Boards/Committees:</u> COB citizen committees; how to ensure CWNA is appropriately represented. This item will be carried forward to February.</p> <ul style="list-style-type: none"> ○ Affordable Housing Advisory Committee ○ Bend Economic Development Advisory Board ○ Budget Committee ○ City of Bend Accessibility Advisory Committee (COBAAC) ○ Landmarks Commission ○ Neighborhood Leadership Alliance ○ Planning Commission ○ Citywide Transportation Advisory Committee ○ Downtown Parking Stakeholder Advisory Committee ○ Southeast Bend Septic to Sewer Advisory Committee
<ul style="list-style-type: none"> • Action Items Update 	<p><u>Action Items</u></p> <ol style="list-style-type: none"> 1. Tessa and Nathan provided final annual meeting F&B bill for payment. 2. CTAC Public Meeting: Kristen Phillips attended and will continue to do so on behalf of CWNA. See addendum for her summary. 3. Lodges at Bachelor View added to Ward 1, and will be formally added to Bylaws at Fall Annual Membership Meeting.

	<ol style="list-style-type: none"> 4. Firewise Readiness – carried forward to February Meeting. 5. Liaisons to City Boards/Committees: 14 COB citizen committees; how to ensure CWNA is represented. This item will be carried forward to February. 6. Communications – Lisa has been handling for CWNA, and the workload is too high in addition to her Chair and NLA responsibilities. Nathan and Tessa will co-chair this effort. They will work with Lisa to streamline activities and ensure continuity. The goal is to seek a quick way to communicate with our membership. 7. NART Volunteer: Nathan will represent CWNA and collaborate with Lisa.
<ul style="list-style-type: none"> • Old/Current Business 	<ul style="list-style-type: none"> • <u>Carried forward - Commercial Ward – Targeted Businesses:</u> Westside Pharmacy, Entrada, Skjersaa’s, Croutons, Accounting/Professional firms, Cascade Lakes Brewery. • Bylaw Change - Ward Assignments (to be adopted at next annual meeting – Susan to ensure this is added to the annual meeting agenda. • Formalize and prioritize CWNA goals. <ol style="list-style-type: none"> a) Membership: GOAL: Increase by 20% b) Communications – will be handled by Lisa/Nathan/Tessa c) Land-Use - improve the pull of the communication from the COB and set process for how to best translate this for the CWNA membership d) Fire Safety / Firewise: Individual NAs, NART, NLA all are discussing this issue. We need a new format to educate the community. <ol style="list-style-type: none"> a. Nathan spoke with Fire Department; on May 11th, 10a-2p, OSU-C, CWNA, students, and community leaders will provide programming (e.g. fire demonstrations; top 10 ways to fireproof homes; firework damage mitigation). The program will be conference style – ongoing discussions in different rooms. Tessa will be working with students to become stewards of the Firewise event. She has 80-100 students on the mailing list for students who want to help. Looking for a way to pair students with neighbors to help them when they cannot do that themselves (e.g. pine needle removal). This enables the NA and Students to partner and show what we can do. Nathan to bring budget proposal. e) Town & Gown project: Nathan is OSU-C organizer and will need CWNA and COB volunteers. T&G meeting in February, and Nathan will update specifics at Feb. meeting. f) Annual Meeting – will be held late Sept/Early Oct. Target:

	<p style="text-align: center;">Sept 26th at OSU-C.</p> <ul style="list-style-type: none"> • <u>Funding Grant Application:</u> COB has not yet notified NAs of Grant approvals. As a reminder, CWNA submitted a project proposal for Austin Design, LLC to help CWNA improve the management of member data to facilitate the creation of accurate member reports and targeted mailing lists. • <u>Recruit for 3 Open Board Positions (BOD)</u> <ul style="list-style-type: none"> a. Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village b. Ward 6: The Parks c. Ward 7: Commercial
<ul style="list-style-type: none"> • Committee Reports 	<p><u>Finance (Alexis) –</u> 2018-2019 Budget: \$2,506. Spent \$1,017; \$1,488 remaining Will have another \$600 contractually for website maintenance plus a small fee for data reports generated from CWNA survey. This will leave \$863 remainder for the year, likely to be spent on an event and/or mailer to the community.</p> <p><u>Membership/e-Communications (Lisa Mushel) –</u></p> <ul style="list-style-type: none"> • Membership Communications: goal is increase CWNA membership. Lisa has lists of HOAs, and she will share with BOD and the Ward heads. We will then determine if we have the desired representation from all HOAs. NLA is also asking for money to be allocated on a “door front” basis vs. tax lot. Doing so will increase our membership, as it incorporates renters and commercial properties. Nathan/Tessa – will evaluate how/if to approach Z Pizza (and Best Western). We will also look for ways to increase mailing list for BOOM. • e-Communications: Tessa/Nathan will work with Lisa to assume this role. <p><u>Volunteer Assignments to Community:</u> Events – Nathan Moses to spearhead on behalf of CWNA.</p> <p><u>Land Use (Glen) –</u> See above.</p> <p><u>NLA/NART -</u> See above.</p> <p><u>Transportation/Traffic –</u> See above under CTAC.</p> <p><u>BPRD (Glen) –</u> No update.</p>
<ul style="list-style-type: none"> • Next Board Meeting 	<p>Next Meeting, Thursday, February 21st; 6:30pm Broken Top Board Room</p>

Action Items:

Responsible Person	Action Item	Due Date	Complete?
Glen Grochowski	LOGE outdoor entertainment application – investigate parking plan and concern for parking across Century Dr from the LOGE	Feb '19	
BOD	Evaluate COB standing citizen committees that are of particular importance to CWNA and determine best way to ensure representation.	Feb '19	
Kristen Phillips	Firewise Readiness – initial research into actions CWNA can take to bring this to our HOAs/communities in 2019	Feb '19	
BOD	Liaisons to City Boards/Committees: 14 COB citizen committees; how to ensure CWNA is represented. This item will be carried forward to February.	Feb '19	
BOD	CWNA Representative to BPRD citizens committee should footbridge issue further proceed.	Feb '19	
BOD	Outline NA member action needed to ensure public comment is heard about SW Century speeding and include suggestions for traffic calming efforts. Citizen Request form?	Feb '19	
Nathan Moses	Town & Gown Representative – will update CWNA for volunteer needs at next meeting.	Feb '19	
Doug Meyer	Capture photos to demonstrate congestion on the unstructured current park and ride in the dirt, off-road parking area of SW Century across from ACB. There is a desire to monitor and reduce congestion and safety.	Mar '19	
Kristen Phillips	Write CTAC summary for CWNA newsletter	Mar '19	
BOD	Recruit for 3 Open Board Positions <ul style="list-style-type: none"> ◇ Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village ◇ Ward 6: The Parks ◇ Ward 7: Commercial 	ASAP	
BOD	<u>Documentation of CWNA Procedures:</u> We will revisit this later in 2019, as it is felt there were more immediate, important goals for the coming months.	June '19	
Tessa Moody	Coordinate w/ Nathan on final F&B Bill for OSU-C; provide to Alexis for COB processing/payment	Dec '18	X
Glen Grochowski or Jeanne Berry	CTAC Public Meeting, potential attendance	Dec 4, '18	X
Susan Collins	Add Lodges at Bachelor View to Bylaws, Ward 1 responsibility	Oct '19	X
Lisa Mushel/Tessa Moody/Nathan Moses	Communications – Lisa is handling for CWNA, and the workload is too high in addition to her Chair and NLA responsibilities. Look for ways to streamline the work.	Jan '19	X
BOD	NART Volunteer? BOD need to replace Lisa Mushel on NART, as she will assume NLA.	Sept '18	X

01/17/19

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 – **C**itywide 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

“Monthly” Land Use Development Report by Glen Grochowski, CWNA Land Use Head