



CWNA Board Meeting
February 21, 2019, 6:30pm to 8:32pm
Broken Top Boardroom

Attendees:

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

Agenda Items:

Topic	Information
<ul style="list-style-type: none"> Approve 01/17/19 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> No update Lodges at Bachelor View eplan <u>Revel Mountain Gate: 5-Acre Parcel at intersection of Mammoth Drive and SW Century:</u> Curt Compton reported that the developer has walked away from the project. There was an unforeseen \$2M sewer investment that made the project infeasible. 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: No update.
[Former Ray's - Forum Westside Development eplans](#)
- f. LOGE – Entrada: 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:
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 formal CWNA BOD representation – Kristen Phillips has attended 7 of 9 meetings and is reporting to the BOD.
- b. SW Century Drive Traffic Speed Zone Request: David Abbas reported SW Century Drive, between Mt Washington/Century/Reed Market roundabout and city limits will be re-asphalted this summer, 2019.
- c. CTAC – Kristen discussed SW Century and ongoing pedestrian safety. There is a realization that connectivity of BPRD trails is important; however, there is no solution yet to provide safe passage to/from the north to south of SW Center.
- d. CTAC ongoing study reinforces a heavy emphasis on biking as a core part of the transportation solution.
- e. Information on transportation planning can be accessed on the COB website.

[CTAC Transportation and Planning - COB](#)

NLA/NART –

	<p>a) NLA: Neighborhood Leadership Alliance (NLA) –City of Bend codified entity: Lisa Mushel is CWNA’s representative.</p> <ul style="list-style-type: none"> • NLA and Bend Neighborhood Association will partner to propose land-use notification process change. The goal is to study and then propose changes to City Council. • NLA meeting minutes can be found at this link: https://www.bendoregon.gov/government/neighborhood-leadership-alliance <p>b) NART: Next meeting, March 9. Lisa will attend, and Nathan will represent going forward. New NART Mission Statement:</p> <p>The Neighborhood Association Round Table (NART), consisting of the thirteen Neighborhood Associations (NAs) sanctioned by the city of Bend, Shall act as a collaborative group to support the needs of all NAs, to create a space for sharing best practices and developing procedures for sustainability and improvement of the NAs.</p> <p>This is accomplished by:</p> <ul style="list-style-type: none"> • Providing a proactive and outcome oriented communications between NART and the NAs. • Providing a forum to share information, education, discuss policy and methodology, for the education, advancement and functionality of the NAs. <p style="text-align: center;">NART Website Link</p>
<ul style="list-style-type: none"> • New Business 	<p><u>David Abbas, City of Bend Department Director, Streets and Operations:</u></p> <ul style="list-style-type: none"> • David presented the Street Preservation Projects for 2019. COB Street Preservation Information • Key strategic changes will reduce the overall long-term budget by employing <i>Keep Good Roads Good</i> philosophy. Rather than performing no ongoing maintenance and simply replacing damaged asphalt, there will be greater use of Surface Seals to extend road asset lifespan: chipseals and slurry. The cost of a maintenance project is about 10% of the costs of total replacement. • ROUNDABOUT PROJECT – Spring 2019: Mt Washington/Shevlin Park roundabout will receive significant functionality updates and will be repaired. The project will address geometric design issues and reconstruct the road surface with 30 year concrete design. <ul style="list-style-type: none"> a. Closure: Expected to take 6 weeks, ideally to begin in April or May, weather dependent. b. Significant detours – will build a temporary 2 lane bypass on SW Corner of the roundabout for road for drivers on Shevlin Park drivers (will cross the vacant lot at the SW corner of the roundabout). Traffic to/from Newport Ave will reroute via NW College Way to Mt Washington.

	<ul style="list-style-type: none"> • SW Century Drive Repaving – Summer 2019: Re-asphalting to occur between Mt Washington/Century/Reed Market roundabout and Bend City Limits (just past The LOGE/Entrada). A speed radar sign (flashing sign that flashes current driver speed) will be placed just before the city limit to encourage speed reduction from 55 to 50mph. There was a suggestion to place a second sign at the location where the speed reduces from 50 to 45mph. This needs to be submitted via the Citizen Service Request. • Neighborhood Safety Commission (replacing TSAC) – would allow Bend citizens and NLA to have greater input into core street projects and needs. NLA will be working with the Streets department, and the prioritized list of projects will go to Council. Discussion focused on ways to make pedestrian crossing across Century Drive more accessible and safer for neighbors. • Curt Compton suggested getting a turn lane off Mammoth onto SW Century Drive. There is land owned by West Gate and Westbrook Meadows that might be accessed to deal with this safety issue. Ongoing discussion may take place between Curt, David, and interested neighbors in Westbrook Meadows. • Neighborhood Updates – Curt reported there was a young ~80lb cougar spotted in the West Gate/Sunrise Village neighborhood Monday evening, 2/22. • Lisa reported that the Mountain View NA has prepared a fireworks ban for consideration by all NAs. She also received a proposal to reduce the speed through NWX on Mt Washington from 35 to 25mph.
<ul style="list-style-type: none"> • Action Items Update 	<p><u>Action Items</u></p> <ol style="list-style-type: none"> 1. LOGE outdoor entertainment application – investigate parking plan and concern for parking across Century Dr from the LOGE. Glen researched ePlans, PZ-18-0638 LOGE CAMPS - CUP FOR OUTDOOR ENTRTNMT. Parking requirements have been met. No discussion about informal park-n-ride on land across SW Century owned by Tetherow or Deschutes National Forest. If this becomes a concern, COB advised we contact those entities. 2. Liaisons to City Boards/Committees: 14 COB citizen committees; how to ensure CWNA is represented in those of particular interest. Limited ability for current BOD to represent at all committees. All concurred it would be useful to have someone attend the planning committee, but at this point there is no bandwidth to do so. 3. Firewise Readiness – May 11th – 10a-2p, OSU-C hosts an educational event in partnership with Firefree. Will have information booths, including Fire Department, membership table for CWNA. Two presentations are

	<p>planned, and there will be an emergency management session by the Sherriff’s office</p> <p>Risk management - OSU Cascade students will help residents with demonstrated need; looking for CWNA to promote this within the HOAs directly. Working on terminology regarding restrictions for volunteers and homeowners; will have a list of items that are clear.</p> <p>4. CWNA Representative to BPRD citizens committee should footbridge issue further proceed.</p> <p>Kristen attended recent BOD meeting. BPRD adopted Resolution 419 which postpones the southern Deschutes River Trail connection project until such time that the District, other agencies, and the broad community share a vision on how to proceed. The south UGB bridge project will be removed from the 2019 five-year Capital Improvement Plan and 10 year System Development charge project list.</p> <p>5. 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?</p> <p>Per David Abbas, this is the correct forum. Susan to submit a request on behalf of CWNA.</p> <p>6. Town & Gown Representative – Nathan will update CWNA for volunteer needs at next meeting.</p> <p>xs</p>
<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., Touchmark. <p>Kristen is to approach Scott Neil about participation.</p> <ul style="list-style-type: none"> • <u>Liaisons to City Boards/Committees:</u> COB citizen committees; how to ensure CWNA is appropriately represented. <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 • Doug Green reached out to Mt Bachelor – the current conditions page on the website now gives an alert to drivers slow down. • Formalize and prioritize CWNA goals. <ul style="list-style-type: none"> a) Membership: GOAL: Increase by 10%

	<ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> a. 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). e) Town & Gown project: Nathan is OSU-C organizer and will need CWNA and COB volunteers. f) Annual Meeting – will be held late Sept/Early Oct. Target: Sept 26th at OSU-C. <ul style="list-style-type: none"> • <u>Funding Grant Application:</u> Grant to update CWNA membership database was not awarded to CWNA. • <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 <p>Ward 3: Kristen spoke with Cindy Chandler at Mt Bachelor Village, but to date, no strong interest. She also spoke with Scott Neil, at Touchmark. She will arrange a CWNA presentation, and she'll enlist support from Lisa and Susan.</p>
<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"> • Two new members joined in January. Members by year: 2018 - 40; 2017 – 151 (new members due to OSU-C); 2016 – 88; 2015 – 2 • Goal is to increase 2019 membership by 10%. Part 1 – BOD to scrub respective Ward member lists and contact the HOAs to ask their membership to join. Membership goal – 70 new members, approx. double 2015 • e-Communications: Tessa/Nathan will work with Lisa to assume this role.

	<p><u>Volunteer Assignments to Community: Events</u> – 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> – Bridge update provided above via Kristen.</p>
<ul style="list-style-type: none"> • Next Board Meeting 	<p>Next Meeting, Thursday, March 21st; 6:00pm Broken Top Board Room</p>

Action Items:

Responsible Person	Action Item	Due Date	Complete?
Tessa Moody	Post Transportation CTAC/City of Bend website link on CWNA website.	Mar '19	
Susan Collins	Request Speed Radar sign for SW Century to slow traffic at the point of 45mph speed reduction.	Mar '19	X
BOD	Post all official CWNA Documentation on CWNA gdrive	Ongoing	
BOD	Membership drive - Scrub all HOA lists in assigned Wards, contact all HOAs to solicit new members.	June '19	
Lisa Mushel	Invite Awbrey Butte and Summit West NA's to Firefree event on May 10 th at OSU-C.	April '19	
Kristen Phillips	Explore opportunity for CWNA promotion at Touchmark; potential board recruitment. Ask Scott Neil about Touchmark interest in filling the commercial BOD vacancy.	April '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	
Glen Grochowski	LOGE outdoor entertainment application – investigate parking plan and concern for parking across Century Dr from the LOGE	Feb '19	X
BOD	Liaisons to City Boards/Committees: 14 COB citizen committees; how to ensure CWNA is represented in those of particular interest.	Feb '19	X
Kristen Phillips	Firewise Readiness – initial research into actions CWNA can take to bring this to our HOAs/communities in 2019	Feb '19	X
BOD	CWNA Representative to BPRD citizens committee should footbridge issue further proceed.	Feb '19	X
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	X
Nathan Moses	Town & Gown Representative – will update CWNA for volunteer needs at next meeting.	Feb '19	X

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