



CWNA Board Meeting
May 17, 2018, 6:01pm to 7:00pm
Broken Top Boardroom

Attendees:

Board Members [Ward #]		Committee Heads/Coordinators/Guests	
TBD [#1]		Chad Sage & Glen Grochowski – Land Use	X
Chad Sage – Chair [#2]	X	Tina Burnside – Noxious Weeds	
TBD [#3]		Ron Webber – Broken Top	
Glen Grochowski [#4]		TBD – Reserve at Broken Top	
Alexis Scharff – Treasurer [#5]	X	Shane Austin – Membership DB	
Vacant [#6]			
Nathan Moses [#7]			
Perry Brooks [#8]	X		
TBD – [#9]			
Susan Collins – Secretary [#10]	X		
Lisa Mushel – Vice Chair [#11]	X		

Agenda Items:

Topic	Information
<ul style="list-style-type: none"> • Approve 4/15/18 Board meeting minutes 	Meeting minutes were approved.
<ul style="list-style-type: none"> • Regular Business 	<p><u>Volunteer Assignments to Committees</u></p> <ul style="list-style-type: none"> a) Land Use b) City wide Transportation Advisory Committee (CTAC) c) NART and NLA d) Charter Review Committee <p><u>Land Use:</u></p> <ul style="list-style-type: none"> 1. <u>Ray’s Development (Forum Westside LLC):</u> 6 stories, 200 apartments over ground-level retail establishments. 6.62-acre property zoned Mixed-Use Urban (MU). Note: Site Plan details can be found on the City’s website under PZ-18-0118 (rezone) and PZ-18-0117 (Site Plan Application). Link below to https://eplans.ci.bend.or.us/ProjectDox/Frame.aspx?ProjectID=28652 https://eplans.ci.bend.or.us/ProjectDox/Frame.aspx?ProjectID=28654 2. <u>Haul Road Trail Paving Project:</u> Perry reported BPRD received \$1.8M grant from Western Federal Land Grants for the paving of Haul Road. Total budget comprised of 80% federal funding with

20% matching funding contributed by BPRD, OSU-Cascades, and City of Bend. Survey, easement analysis, and construction in 2020. The trail will be repaired and/or paved between McKay Park and the National Forest Trail that connects just west of The Entrada Lodge. This project will provide paved trail access from McKay Park to the Deschutes National Forest Visitors Center.

3. Lodges at Bachelor View: April 28 – public release/lot sales event held on site of the new development. Bids were due May 11th, with winning bid notification by May 26th.

City Wide Transportation Advisory Committee (CTAC):

1. No meeting in past month. Next meeting scheduled for May 30th. Committee objectives and timelines under discussions, and CTAC is tentatively scheduled to meet with NA's in January 2019. Nick Arnis is the Project Director, and he will be working with the CTAC members and Consultants on behalf of the City of Bend.

NART and NLA –

1. Neighborhood Leadership Alliance (NLA) – on May 2nd, the City Council voted unanimously to form a citywide citizen's committee. As reported by the Bend Chamber of Commerce: "The NLA will have the same status as the Bend Economic Development Advisory Board (BEDAB), Planning Commission, and Affordable Housing Advisory Committee in how the committee works with city council. The second reading of the ordinance is on the calendar for May 16. If everything goes as planned, the Neighborhood Association Boards will propose committee members, subject to Mayoral appointment and Council approval. Although the NLA will be elevated to a citizen committee with ties to city council, the formation of the new organization will not diminish the autonomy of the individual neighborhood associations."
2. NLA – City of Bend: "The committee provides neighborhood associations the opportunity to address issues of City-wide concern. It gives neighborhood associations a direct and continuing means for providing input to the City Council from a neighborhood and community perspective. Read the [ordinance creating the committee](#) and [Bend Code chapter describing the committee](#) online. The committee will have 13 members, with one member from each of the 13 neighborhood associations recognized by the City. Each neighborhood association will recommend an applicant for the committee. Bend residents interested in applying for the committee should first contact the board members of the neighborhood association in which they reside. A map of neighborhood associations with links to neighborhood association websites is available on the [City's neighborhood association webpage](#). To apply for the

	<p>Neighborhood Leadership Alliance advisory committee, please fill out the online advisory committee application form.”</p> <p>3. CWNA BOD voted to appoint a member of the current BOD as the representative to NLA. This will ensure continuity between CWNA and the NLA/City of Bend.</p> <p><u>Charter Review Committee</u> –</p> <p>1. No Update.</p>
<ul style="list-style-type: none"> Action Items Update 	<p><u>Action Item</u></p> <ol style="list-style-type: none"> Survey to CWNA Membership – In progress for distribution. Contact Joshua at City to understand potential for remapping of NAs (Chad). Chad will be discussing with Nick Arnis – carried forward. Contact Mary Winters re: Ray's development project and lack of NA notification (Chad). NART has also expressed concern with the process. This has been elevated and is not isolated just to our NAs and the Ray's development issue. Chad to discuss with Joshua to understand where the process may be breaking down. City needs to ensure the NAs are being contacted via email and regular mail. Carried forward. Contact Chris Harrington in Planning for update on traffic study required as part of Lodges of Bachelor View approval. (Chad). Carried forward to July. Commercial BOD Opening - including developing/utilizing a flyer and canvas commercial prospects within CWNA (Lisa/Chad). Carried forward to July. Finalize & Update Ongoing Committees and Assignments (BOD) Prepare project/expenses to utilize remaining \$1291 budget by end of June (BOD). BOD approved allocation of \$1000 deposit to secure site for 2018 Annual Membership Meeting. Recruit for 3 Open Board Positions (BOD) <ol style="list-style-type: none"> Ward 1: Bachelor View Road, Sunrise Village Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village Member at Large #9 Ongoing. Verification/Update of Home Owner Association information (Lisa). Lisa has all HOA information and continues efforts to verify all information.
<ul style="list-style-type: none"> New Business 	<p><u>Steve Gatto</u>, CWNA Board Member for Ward #6, tendered his resignation from the Board. Professional travel commitments make it difficult for ongoing board participation. Chad noted his appreciation for the support Steve gave CWNA during his tenure.</p> <p><u>Nathan Moses</u>, <u>OSU-C</u> Email Update:</p>

	<ol style="list-style-type: none"> 1. May 16 is the City Council Public Meeting on OSU-Cascades master plan; OSU-C feedback is that progress is on-track to meet timelines outlined in March meeting. 2. OSU-C is moving to more evening-based activities for lecture series starting this summer for community members. 3. OSU-C is hosting the “Undergraduate Research Symposium” Wednesday, May 23rd from 12:00pm to 2:00pm (Dining Hall). This will be a poster showcase of 33 different research projects the OSU-C undergrads have been working on, with a large range of content. 4. October 13 – OSU-C hosting an “OSU 150” Land Grant festival on campus, and further information will be shared as developments take place. 5. OSU-C will be putting out a listing of “808 classes” that community members can sign up for. <p><u>Open Space between Tetherow and The Parks:</u> Perry noted there is no longer a plan for Tetherow to build a pool in the open space.</p>
<ul style="list-style-type: none"> • Old/Current Business 	<p><u>Creation of Commercial Ward – Targeted Businesses:</u> Westside Pharmacy, Entrada, Skjersaa’s, Croutons, Accounting/Professional firms, Cascade Lakes Brewery</p> <p><u>Budget Expenditure Ideas:</u> Board approved the expenditure of a \$1000 deposit for 2018’s Annual Membership. Targeted site is Athletic Club of Bend.</p>
<ul style="list-style-type: none"> • Committee Reports 	<p><u>Membership (Vacant)</u> – Survey to be sent in April</p> <p><u>Online-Communications (Lisa)</u> – Lisa continues to promote via Hot Topics and Facebook. BOD needs to help provide topics for upcoming newsletters. They’ll be held on a quarterly basis.</p> <p><u>Transportation/Traffic (Perry)</u> – As above.</p> <p><u>Land Use (Chad & Glen)</u> – Structure of this committee/role is being evaluated by Chad & Glen</p> <p><u>BMPRD (Glen)</u> – as above,</p> <p><u>Neighborhood Association Round Table - NART (Chad)</u> – as above.</p> <p><u>Finance (Alexis)</u> – Budget remaining is \$1,291</p>
<ul style="list-style-type: none"> • Next Board Meeting 	<p>No meeting in June. Next Meeting, Thursday, July 17th; 6:00pm Broken Top Board Room</p>

Action Items:

Responsible Person	Action Item	Due Date	Complete?
BOD	Plan for 2018 Annual Meeting to be held in September	July '18	
BOD	Chad to share weekly report received by City Manager (Eric King). This is a weekly update sent to City Council, containing a broad range of activities and action items. BOD to determine if this should be distributed or posted to our site as FYI.	July '18	
Steve Gatto/Lisa Mushel	Survey to CWNA Membership	April '18	
Chad Sage	Send BOD NLA charter language for review/feedback prior to next BOD meeting	May '18	
Chad Sage	Send BOD KPOV information to review, further discuss at next meeting	May '18	
Chad Sage	Contact Nick Arnis at City to understand potential for remapping of NAs	May '18	
Chad Sage	Contact Joshua at City re: NA notification process for proposed developments. NAs are reporting lack of notification, and this issue seems to be pervasive. Suggestion that City of Bend ensures notification has taken place.	May '18	
Chad Sage	Contact Chris Hennington in Planning for update on traffic study required as part of Lodges of Bachelor View approval.	May '18	
Chad Sage/Lisa Mushel	Commercial BOD Opening - including developing/utilizing a flyer and canvas commercial prospects within CWNA.	May '18	
BOD	Recruit for 4 Open Board Positions <ul style="list-style-type: none"> ◇ Ward 1: Bachelor View Road, Sunrise Village ◇ Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village ◇ Ward 6: The Parks ◇ Member at Large #9 	ASAP	
BOD	Finalize & Update Ongoing Committees and Assignments	May '18	
Perry Brooks & Nathan Moses	Haul Road Trail – project update/documentation needed (\$1.1M grant to BPRD & OSU)	May '18	X
BOD	Final decision for budget utilization	May '18	X
Chad/Alexis	Verify Shane Austin was paid.	May '18	X
BOD	BOD Attendance requested: NLA – City Counsel to vote on codifying to Charter	April '18	X
Lisa Mushel	Follow up - Next Door & Volunteer Network: Ads for Vacant BOD positions. Lisa to look into why Next Door only posted to a small area, as other BOD members did not receive the notification.	May '18	X

BOD	Prepare project/expenses to utilize remaining \$1291.80 budget by end of June	Ongoing	X
Susan Collins	UGB – Emergency Health Care Access for Westside	May '18	X
Lisa Mushel	Verification/Update of Home Owner Association information.	Ongoing	X

05/17/18

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

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