



CWNA Board Meeting
July 19, 2018, 6:08pm to 8:00pm
Broken Top Boardroom

Attendees:

Board Members [Ward #]		Committee Heads/Coordinators/Guests	
TBD [#1]		Chad Sage & Glen Grochowski – Land Use	
Chad Sage – Chair [#2]		Shane Austin – Membership DB	
TBD [#3]		Irene Gillette – Mt. Laurel Lodge Resident	X
Glen Grochowski [#4]		Joe Richie – Broken Top Resident, Former BOD	X
Alexis Scharff – Treasurer [#5]	X	Bob Brell – Bachelor View Resident, Former BOD	X
Vacant [#6]			
Nathan Moses [#7]	X		
Perry Brooks [#8]			
TBD – [#9]			
Susan Collins – Secretary [#10]	X		
Lisa Mushel – Vice Chair [#11]	X		

Agenda Items:

Topic	Information
<ul style="list-style-type: none"> Approve 5/17/18 Board meeting minutes 	Meeting minutes were approved.
<ul style="list-style-type: none"> Board of Directors Resignations/Election 	<p>Effective July 11, 2018, Chad Sage resigned from the CWNA Board of Directors. Chad was serving as Board Chair, and he vacates his officer role as well as representative of Ward #2 – Braeburn, Cascade Village, Westbrook Meadows, and Mountain Gate.</p> <p>Lisa Mushel, Vice-Chair, acknowledged Chad’s many contributions to CWNA over the years, and his involvement will be greatly missed. Chad’s professional responsibilities require him to travel extensively, and therefore he must focus his energies accordingly.</p> <p>Lisa Mushel agreed to assume the vacant Chair role and will serve in this position until annual Officer elections take place during the November 15th Board of Directors meeting.</p> <p>Susan Collins, CWNA Secretary, resigned from her position as Director - At Large #10 and was elected to fill the new Director - Ward #2 vacancy. Susan is a resident of Braeburn.</p>
<ul style="list-style-type: none"> New Business 	<p><u>Irene Gillette</u>, Resident of Mt Laurel Lodge, attended the meeting to discuss several topics.</p> <ol style="list-style-type: none"> Yates parking: Irene has made numerous attempts to address her concerns with the City of Bend, OSU-Cascades, City Counselor Nathan Boddie, and Chad Sage. Her concerns center around parking

	<p>conditions on Yates drive she views as unsafe for the current Mt Laurel residents. Yates currently provides parking on both sides of the street. During snowstorms, and when the road remains unplowed, Irene said the senior citizen residents are unable to safely exit their parking structure. Due to those parking close to or into their garage driveway on Yates, they also find visibility is limited, and turning into the road can be dangerous. Irene has requested the City paint their driveway yellow to alleviate this situation, but they've not heard from the city relative to this request. Nathan Moses said he will follow up with OSU and the City to determine if the same solution that was taken on Chandler access can be taken on Yates.</p> <ol style="list-style-type: none"> 2. Jake Braking and Speeding on SW Century Drive between the SW Century/14th St Roundabout and the SW Century/Mt Washington Roundabout: Irene has contacted DOT, City Engineers, and Bend Police, and the situation continues. Jake Braking is waking the residents at 4am (she stated the trucks are predominantly from large-scale construction). Requests the same "No Compression Braking" sign(s) be placed on SW Century similar to those on 27th St. Susan C to follow up with the City/DOT. 3. See attached letter from Irene regarding additional concerns. <p><u>Shane Austin, Austin Design:</u></p> <ol style="list-style-type: none"> 1. CWNA has been self-performing content-based web modifications to a much greater degree, and therefore the requests for Shane's time relate predominantly to website structural modifications. He continues to maintain the Mail Chimp database to house CWNA membership data. CWNA had requested rollover funds to further improve this database; however, due to the re-emergence of Awbrey Butte and Summit NAs, those groups required the funds to help with their startup priorities. 2. CWNA maintains a current retainer via agreement for \$60/month. The BOD voted to continue funding this retainer for another year to allow ongoing website and database modifications and maintenance. 3. Alexis will work together with Shane to continue funding reimbursement through the City of Bend. <p><u>Nathan Moses, OSU-C Update:</u></p> <ol style="list-style-type: none"> 1. OSU will be breaking ground on next project in August-September. There will be presentations to the impacted NAs, including CWNA. Suggested this is a presentation to occur at our upcoming Annual Membership Meeting. 2. Expansion of OSU-C Community Learning classes this fall. Nathan to work with Lisa to make this a link to CWNA website.
<ul style="list-style-type: none"> • Regular Business 	<p><u>Volunteer Assignments to Committees</u></p> <ol style="list-style-type: none"> 1. Land Use 2. City wide Transportation Advisory Committee (CTAC) 3. NART and NLA

4. Charter Review Committee

Land Use – updates provided by Bob Brell, Guest:

- a. OSU-Cascades – City Council heard the application approximately 3 weeks ago, and it was unanimously approved. No one commented on the Master Plan.
- b. 5-Acre Parcel at intersection of Mammoth Drive and SW Century: Portland developer desires to build a 5-story Sr Living Complex: 1st floor as commercial space, 2nd-5th floors as condos. Mountain Gate subdivision HOA is very aware and is actively monitoring and engaging in the evaluation process.
- c. LOGE Entrada: 10-year lease from current LOGE management company; 7/30 there is a 4pm public meeting at the LOGE site to review a public meeting application. Proposed is a 20,000 sq. ft. location to be used for outdoor music. Topics: noise, lighting, parking, resident impact mitigation, etc.
- d. Chandler Parking: Parking remains a major concern. Presently have one side of the street reserved for parking while the other remains No Parking. CWNA has historically been quite outspoken on this issue, but with little result. Bob suggested re-engaging Sally Russell.

City Wide Transportation Advisory Committee (CTAC):

- a. Chad is representative to this committee. Need to evaluate whether this will be his ongoing role, or will he pass along to another CWNA BOD?

NART and NLA –

- a. Neighborhood Leadership Alliance (NLA) –City of Bend codified entity: Lisa Mushel is CWNA’s representative. Ongoing intention to support NART – BOD need to replace Lisa Mushel on NART. First NLA meeting is 8/22.
<https://www.bendoregon.gov/government/neighborhood-leadership-alliance>
- b. Members:

Hans Jorgensen (Awbrey Butte)
Matthew Bryant (Boyd Acres)
Lisa Mushel (Century West)
Susan Sullivan (Larkspur)
Beth Hoover (Mountain View)
Brett Yost (Old Bend)
David Johnson (Old Farm District)
William Caram (Orchard District)
Cassie Giddings (River West)
Bill Galaway (Southeast)

	<p>Valerie Pharr (Southern Crossing) Elizabeth Weltin (Southwest) Kathrine Schroeder (Summit West)</p> <p>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.”</p> <p>“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.</p> <p><u>Charter Review Committee</u> –</p> <p>5. 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 – will be sent in September, results to form agenda topics for Annual Membership meeting. Contact ODOT/City of Bend for update on traffic study required as part of Lodges of Bachelor View approval. (Glen). Carried forward to August. Commercial BOD Opening - including developing/utilizing a flyer and canvas commercial prospects within CWNA (Lisa). Carried forward to August. 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 Ward 6: The Parks Member at Large #9 Member at Large #10 Bob Brell to help recruit for Sunrise Village and The Parks at Broken Top.

<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>Annual Membership Meeting:</u> Discussion on location and topics. BOD elected to move meeting date from Sept 27 to October 22nd in order to host at OSU Cascades. Catering from OSU in exchange for free room/AV. Goal to have OSU leadership present remediation plans to membership. Additional discussion relative to Q&A with City Leadership (King, Russell, Mosley, etc.). Nathan, Susan and Lisa to jointly work on agenda.</p>
<ul style="list-style-type: none"> • Committee Reports 	<p><u>Membership (Lisa Mushel) –</u></p> <ul style="list-style-type: none"> • BOD elected to send survey in September preceding the Annual Membership meeting. Results will be used to construct the October Agenda. • Irene Gillete stated she’d not been receiving CWNA notices. Lisa Mushel to investigate. <p><u>Online-Communications (Lisa) –</u></p> <ul style="list-style-type: none"> • 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><u>Transportation/Traffic (Perry) –</u> No update.</p> <p><u>Land Use (Glen) –</u> Structure of this committee/role is being evaluated by Glen.</p> <p><u>BMPRD (Glen) –</u> No update.</p> <p><u>Neighborhood Association Round Table - NART (Lisa) –</u> as above.</p> <p><u>Finance (Alexis) –</u></p> <ul style="list-style-type: none"> • 2018-19 Budget not released. Spent \$1,253.20 last year, returned \$1291 unused funds to City of Bend. 2017 Annual meeting Budget: \$571.20.
<ul style="list-style-type: none"> • Next Board Meeting 	<p>Next Meeting, Thursday, August 16th; 6:00pm Broken Top Board Room</p>

Action Items:

Responsible Person	Action Item	Due Date	Complete?
Nathan Moses	Discuss with OSU-Cascades/City of Bend a solution for painting yellow the driveway access for Mt Laurel Lodge on SW Yates Dr.	Sept '18	
Susan Collins/Glen Grochowski	Contact Sally Russell and ODOT regarding speeding/Jake Braking issues on SW Century near Mt Laurel and at City limit. Relate findings to Irene and BOD. Susan/Glen to discuss contacting CTAC for assistance with appealing decision to maintain 55mph speed limit on SW Century from city limits to Mammoth.	Aug '18	
Alexis Scharff	Work w/ Shane Austin re: ongoing website/database management financial billing via City of Bend	Sept' 18	
Lisa Mushel	Irene Gillete stated she'd not been receiving CWNA notices. Lisa Mushell to investigate	Aug '18	
BOD	Plan for 2018 Annual Meeting to be held in September	July '18	
Susan Collins/Glen Grochowski	Chandler Parking – ongoing discussion for solutions. Need to engage Sally Russell	Sept '18	
Lisa Mushel, Nathan Moses/Susan Collins	Sub-committee meeting to develop Annual Membership Meeting agenda	Aug-Sept '18	
Lisa Mushel	Introduce KPOV into CWNA Newsletter	Oct '18	
BOD	CTAC Representative: Chad Sage is rep to this committee. Need to evaluate whether this will be his ongoing role, or will he pass along to another CWNA BOD?	Aug '18	
Susan Collins	Secure CWNA Sandwich boards from Chad Sage	Aug '18	
Lisa Mushel	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.	Sept '18	
BOD	NART Volunteer? BOD need to replace Lisa Mushel on NART, as she will assume NLA.	Sept '18	
Bob Brell	Bob to work with Susan on securing representation for The Parks and Sunrise Village	Aug '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 ◇ Member at Large #10 	ASAP	
Alexis Scharff	Book Broken Top Board Room 6pm for Monthly meetings: Aug 16, Sept 20, Nov 14, and Jan 17, 2019	Aug '18	

Susan Collins	Contact Joshua Romero at COB to discuss potential candidates for BOD (Leadership Bend?)	Sept '18	
Nathan Moses	Recruit for OSU-C student leader for At Large position. Potential to engage community youth and diversify CWNA BOD. Confirm by 08/24.	Oct '18	
BOD	Create NLA special announcement to CWNA membership and use this as opportunity to recruit for BOD membership. Need members to see the direct tie between this role and City of Bend.	Sept '18	
Nathan Moses	Set process for manner in which to add and modify CWNA bylaws. Investigate whether City Council needs to approve changes. Lisa to contact Josh Romero	Sept '18	
Lisa Mushel	Survey to CWNA Membership	Sept '18	
Lisa Mushel	Commercial BOD Opening - including developing/utilizing a flyer and canvas commercial prospects within CWNA.	Oct '18	
BOD	Finalize & Update Ongoing Committees and Assignments	May '18	X

07/19/18

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 Glen Grochowski, CWNA Land Use Head