



CWNA Board Meeting
August 15, 2019, 6:30pm to 8:00pm
Broken Top Boardroom

Attendees:

| Board Members [Ward #] | | Committee Heads/Coordinators/Guests | |
|---------------------------------|---|-------------------------------------|--|
| Kristen Phillips [#1] | | TBD – Land Use | |
| Susan Collins – Secretary [#2] | X | Shane Austin – Membership DB | |
| Vacant [#3] | | | |
| Glen Grochowski [#4] | | | |
| Alexis Scharff – Treasurer [#5] | | | |
| Vacant [#6] | | | |
| Vacant [#7] | | | |
| Nathan Moses [#8.A.] | X | | |
| Tessa Moody [#8.B.] | | | |
| David Ewing [#9] | X | | |
| Jeanne Berry [#10] | | | |
| Lisa Mushel – Chair [#11] | X | | |

Agenda Items:

| Topic | Information |
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| <ul style="list-style-type: none"> • Approve 6/20/19 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"> 1. Land Use 2. City wide Transportation Advisory Committee (CTAC) 3. NART and NLA <p><u>Land Use:</u></p> <ol style="list-style-type: none"> a. <u>Lodges at Bachelor View:</u> Phase II infrastructure finished. b. <u>930 Yates – Condos – MU Partitioning:</u> Engle Project: 9 1600 sf Luxury Condo, Retail complex. Owner: Engle Trust Site preparation has begun; approved Mixed Use Urban building in Commercial Limited zone. Underground parking; First floor is commercial – retail, office and lodging; Upper 3 floors/roof decks are residential units. CWNA interest in ability to accommodate short-term rentals; perhaps targeting parents of OSU students who would potentially buy the unit, then rent to other parents; parking spots allowed; Nathan will contact the project manager to understand what may be allowed |

relative ownership and rentals. Key concern is parking on Chandler, especially snow emergency parking; Lisa investigating short term rental status.

c. Westside Village (Former Ray's): Forum Westside, LLC – 210 SW Century Dr.:

Under Construction – 6 story: 1st floor commercial (7-8 businesses, 1 restaurant); 5 floors with 200 high-end apartments; 360 parking spaces. Estimated completion – fall 2019.

[Former Ray's - Forum Westside Development eplans](#)

d. 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>

e. 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) Information on transportation planning on the COB website.

[CTAC Transportation and Planning - COB](#)

b) No Update by BOD

NLA/NART –

NLA: Neighborhood Leadership Alliance (NLA) – Lisa Mushel is CWNA's representative.

- focusing on ways to help NA members better understand land use projects, trying to improve the process and educate the public about how the system operates. The new system is "City View," which will be rolled out over time.
- NLA meeting agenda and minutes can be found at this link: <https://www.bendoregon.gov/government/neighborhood-leadership-alliance>

NART:

- **September 14th** Emergency Preparedness
- Nathan to conduct a training for the NART members to help

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| | <p>members understand how to secure better representation and stronger organizations; will discuss annual meeting ideas – picnic or community clean up.</p> <ul style="list-style-type: none"> • See link for agenda and minutes. NART Website Link |
| <ul style="list-style-type: none"> • New Business | <p><u>NSPP</u> – DUE BY SEPT 20, 2019; \$800K available for street safety improvement projects.</p> <ul style="list-style-type: none"> • Lisa will put forth a submission for paid parking on Chandler; • Susan/Glen/Kristen to collaborate on the pedestrian crossing at Bachelor View and SW Century • IDEAS: Safe crossing for the Skyline Park for pedestrians and users; (e.g. no parking on Chandler for .5 mile; or provide a safe crossing; tunnel crossing) • Nathan to send out alert to CWNA membership <p><u>NA Communication</u>: Discussion on HOA engagement and how to best encourage participation: Next Door, paid marketing; collaboration with other NAs and perhaps combine NAs or conduct a combined annual meeting.</p> <ul style="list-style-type: none"> • David discussed Manski media – they manage social media activity. Perhaps have them present to CWNA BOD to understand options for increasing social media presence. • Lisa to draft wording to use with HOAs to send direct emails and encourage them to attend our annual meeting. • Lisa will contact with Ben S. on BDAB – work on how to increase commercial engagement in the NAs <p><u>Annual Meeting</u>: Desire to move the annual meeting to the spring to allow for better timing for community projects and Fire Ready Bend. Susan to review the bylaws to determine if we can hold a meeting later in the year.</p> <p><u>State Farm Grant</u>: Not awarded to CWNA – higher priority community projects prevailed.</p> |
| <ul style="list-style-type: none"> • Old/Current Business | <p><u>Sun Fire Defense – Dr. Ambrose Su</u>: Nathan to send information to CWNA on this topic and service Sun FireDefense website</p> <p><u>Century West Magazine</u> – Sue Carrington will see if we can get a promo ad and/or article for CWNA; Susan to follow up with Sue.</p> <p><u>Traffic Mitigation – Deer Crossing Sign Discussion</u>: per a concern expressed by Sue Carrington, there was an inquiry as to whether or not the city would place Deer Crossing signs to slow traffic on SW Century near Westbrook Meadows. There are many deer incidents that take place in this area, injuring both animals and drivers. Susan investigated the City’s response: <i>“The City of Bend does not install deer warning signs. We understand</i></p> |

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| | <p><i>citizens are concerned with motorists and wildlife safety; however, deer signs are not demonstrated to change driver behavior or reduce crashes, especially in areas like Bend where wildlife patterns vary by season and location. Injured or dead deer are reported throughout the entire street system, not just in a few locations.”</i></p> <p>Further discussion warranted to determine if this is something CWNA wants to sponsor.</p> |
| <ul style="list-style-type: none"> • Action Items Update | <p><u>Action Items</u></p> <ol style="list-style-type: none"> 1. All items due were completed. |
| <ul style="list-style-type: none"> • Committee Reports | <p><u>Finance (Alexis)</u> – Budget is \$5012 – must file annual report, which Lisa will submit and copy to Board.</p> <p><u>Membership (Lisa Mushel)</u></p> <ul style="list-style-type: none"> • Goal is to increase 2019 membership by 10%, to be measured on an annual basis. <p>Part 1 – BOD to scrub respective Ward member lists and contact the HOAs to ask their membership to join. Email or present to HOA Board meeting – increase CWNA visibility.</p> <p>Membership goal – 70 new members, approx. double 2015</p> <p><u>eCommunications (Tessa)</u></p> <ul style="list-style-type: none"> • No update in August; Tessa/Nathan will report at Sept Meeting. <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> |
| <ul style="list-style-type: none"> • Next Board Meeting | <p>Next Meeting, Thursday, September 19 - Broken Top Boardroom</p> |

Action Items:

| Responsible Person | Action Item | Due Date | Complete? |
|---------------------------|---|-----------------|------------------|
| Sue Carrington | Determine steps to get a promotional plug in new Century West Magazine | Aug '19 | |
| Nathan Moses | Post information about Dr. Su's Sun Fire Defense on website | Aug '19 | |
| Susan/Glen/Kristen | Submit NSSP request for SW Century/Bachelor View safe crossing | Sept 20, '19 | |
| Nathan Moses | Send alert to CWNA Membership about NSSP Application process | Sept '19 | |
| David Ewing | Contact Manski Media – investigate social media consulting to increase CWNA presence | Sept '19 | |
| Susan Collins | Investigate by-laws for ability to move annual meeting to spring | Sept '19 | |
| ? | Lodges at Bachelor View – study city requirements from Phase I before platting of Phase II could be initiated, what was required and has it been completed | Sept '19 | |
| Lisa Mushel | Contact Ben S on BDAB how to increase commercial engagement | Oct '19 | |
| Lisa Mushel | Draft wording to use with HOAs to send direct emails and encourage them to attend our annual meeting. | Oct '19 | |
| Lisa Mushel | Create CWNA Business Card to use at promotional events | Oct '19 | |
| BOD | Commercial Business Engagement – consider “what’s in it” for our local businesses and discuss at June meeting | Oct'19 | |
| BOD | Membership drive - Scrub all HOA lists in assigned Wards, contact all HOAs to solicit new members. | Nov '19 | |
| BOD | Post all official CWNA Documentation on CWNA GDrive | Ongoing | |
| 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 | Ongoing | |
| BOD | Post SW Century Road Paving on website | June '19 | X |
| Susan Collins | 930 Yates – research project specifics | Aug '19 | X |
| Susan Collins | Check DIAL to determine who owns property on SW Century, and then work with COB to ensure the property is maintained for fire prevention | Aug '19 | X |

DRAFT 08/15/19

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 (TBD) - CWNA Land Use Head