



**CWNA Board Meeting**  
**August 16, 2018, 6:00pm to 7:25pm**  
**Broken Top Boardroom**

**Attendees:**

Board Members [Ward #]		Committee Heads/Coordinators/Guests	
Vacant [#1]		Glen Grochowski – Land Use	X
Susan Collins – Secretary [#2]	X	Shane Austin – Membership DB	
Vacant [#3]			
Glen Grochowski [#4]	X		
Alexis Scharff – Treasurer [#5]	X		
Vacant [#6]			
Nathan Moses [#7]	X		
Perry Brooks [#8]			
Vacant – [#9]			
Vacant [#10]			
Lisa Mushel – Chair [#11]	X		

**Agenda Items:**

Topic	Information
<ul style="list-style-type: none"> <li>• Approve 7/19/18 Board meeting minutes</li> </ul>	Meeting minutes were approved.
<ul style="list-style-type: none"> <li>• Regular Business</li> </ul>	<p><u>Volunteer Assignments to Committees</u></p> <ol style="list-style-type: none"> <li>1. Land Use</li> <li>2. City wide Transportation Advisory Committee (CTAC)</li> <li>3. NART and NLA</li> <li>4. Charter Review Committee</li> </ol> <p><u>Land Use – Glen Growchowski:</u></p> <ol style="list-style-type: none"> <li>a. <u>Land Use Notification:</u> Lisa is receiving these notices via the City of Bend. She is posting them as “Hot Topics” on the CWNA website and forwarding the relevant information to the impacted CWNA members. It was agreed to create a “Land Use Notices” Tab in the Hot Topics section of the website for ease of reference. Ongoing discussion of notice timing – often, by the time CWNA receives notice, there is no opportunity to review and discuss at monthly BOD meetings. Therefore, CWNA is unlikely to be able to formally discuss prior to a community meeting. Lisa indicated this will be a topic for the NLA , and they will work to understand if there is an improved mechanism that will allow for rapid and</li> </ol>

	<p>thorough NA review while not adversely delaying development timelines.</p> <p>b. <u>Revel Mountain Gate: 5-Acre Parcel at intersection of Mammoth Drive and SW Century</u>: Portland developer, DOWL Engineers, desires to build a 5-story Sr Living Complex: 1<sup>st</sup> floor as commercial space, 2<sup>nd</sup>-5<sup>th</sup> floors as condos. Initial plan review reveals there are 140 planned units, providing 120 parking spaces. DOWL contacted Lisa, asking for the opportunity to work with CWNA to arrange a neighborhood meeting. DOWL wishes to engage the impacted neighborhoods to discuss plans and solicit community feedback.</p> <p><u>City Wide Transportation Advisory Committee (CTAC)</u>:</p> <p>a. Chad Sage is a representative to this committee. Need to evaluate whether this will be his ongoing role, or will he pass along to another CWNA BOD?</p> <p><u>NLA</u> –</p> <p>a. Neighborhood Leadership Alliance (NLA) –City of Bend codified entity: Lisa Mushel is CWNA’s representative. First NLA meeting is 8/22. <a href="https://www.bendoregon.gov/government/neighborhood-leadership-alliance">https://www.bendoregon.gov/government/neighborhood-leadership-alliance</a></p> <p>b. Lisa was also approached at the NLA meeting concerning CWNA’s interest in co-sponsoring a mayoral debate. There was discussion as to CWNA’s overall role, including whether CWNA would take a position(s) on certain issues impacting our residents. This will be a topic addressed in our upcoming member survey and will be discussed at NLA and with Josh Romero, City of Bend.</p> <p>c. Old Farm District NA: Example of a NA taking a position on a significant topic impacting their neighbors. CWNA to evaluate doing the same. Link to their website and YouTube neighborhood meeting: <a href="http://oldfarmbend.com/septic/">http://oldfarmbend.com/septic/</a></p> <p><u>Charter Review Committee</u> – No Update.</p>
<ul style="list-style-type: none"> <li>• New Business</li> </ul>	<ul style="list-style-type: none"> <li>• Recruit for 5 Open Board Positions (BOD) <ul style="list-style-type: none"> <li>a. Ward 1: Bachelor View Road, Sunrise Village</li> <li>b. Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village</li> <li>c. Ward 6: The Parks</li> <li>d. Member at Large #9</li> <li>e. Member at Large #10</li> </ul> </li> <li>• Nathan Moses is writing a by-law amendment that will allow a 9-month resident to serve as a member of CWNA BOD. This</li> </ul>

	<p>amendment will require General Membership approval at the Octo 23<sup>rd</sup> meeting. The purpose is to allow representation from an OSU-C student (e.g. President of the Student Committee). This will engage an important demographic of our NA and may provide an opportunity for the representative to connect our campus residents with our residential neighbors. It is viewed as a way to enhance communications and potentially provide an opportunity for a student to help CWNA on key NA project(s) or priorities.</p>
<ul style="list-style-type: none"> <li>• Action Items Update</li> </ul>	<p><u>Action Item</u></p> <ol style="list-style-type: none"> <li>1. Survey to CWNA Membership – will be sent in September, results to form agenda topics for Annual Membership meeting.</li> <li>2. Nathan worked with COB to provide Irene Gillette the mechanism by which to request painting of the Mtn Gate driveway for improved safety. There is an ODTO non-emergency line with the city.</li> <li>3. Contact ODOT/City of Bend for "No Exhaust Braking" sign on SW Century (Susan). Carried forward to Sept.</li> <li>4. Susan/Glen to discuss contacting CTAC for assistance with appealing decision to maintain 55mph speed limit on SW Century from city limits to Mammoth.</li> <li>5. Commercial BOD Opening - including developing/utilizing a flyer and canvas commercial prospects within CWNA (Lisa). Carried forward to October.</li> <li>6. Recruit for 6 Open Board Positions (BOD) <ol style="list-style-type: none"> <li>a. Ward 1: Bachelor View Road, Sunrise Village</li> <li>b. Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village</li> <li>c. Ward 6: The Parks</li> <li>d. Ward 7: Commercial Zone (assuming we create 7a-OSU-Cascades as an additional Commercial Zone)</li> <li>e. Member at Large #9</li> <li>f. Member at Large #10</li> </ol> </li> </ol>
<ul style="list-style-type: none"> <li>• Old/Current Business</li> </ul>	<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 Meeting – October 23 at OSU-Cascades:</u> Agenda will be formed by sub-committee consisting of Lisa, Nathan, and Susan. Format: Annual Membership meeting, Open BOD election, Land Use overview, CTAC update, and potential for presentations by significant developments within and near CWNA. We agreed to contact the following for their participation: Revel Mountain Gate Sr. Living (Lisa); OSU-Cascades (Nathan); Proposed Condo/Commercial space by Andrew Engel, DDS (Lisa); The LOGE, formerly The Entrada (Susan); Lodges at Bachelor View (Susan)</p>
<ul style="list-style-type: none"> <li>• Committee Reports</li> </ul>	<p><u>Membership (Lisa Mushel) –</u></p>

	<ul style="list-style-type: none"> <li>• Survey to be sent in September preceding the Annual Membership meeting. Results will be used to construct the October Agenda.</li> </ul> <p><u>Online-Communications (Lisa)</u> –</p> <ul style="list-style-type: none"> <li>• Lisa continues to promote via Hot Topics and Facebook. New “Land Use Notices” tab created for ease of referral.</li> <li>• Lisa to send Save the Date and Annual Meeting communications via CWNA website as well as via NextDoor.</li> </ul> <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> – the ongoing need for this group will be discussed among NLA and current NART membership.</p> <p><u>Finance (Alexis)</u> –</p> <ul style="list-style-type: none"> <li>• 2017-2018: Budget: \$2,545. Actual Spent: \$1,252.82. Returned: \$1,292.18</li> <li>• 2018-19 Budget not released. BOD will send ~2 hard copy mailings to CWNA membership this year. We did not elect to do this in 2017-18, and we believe it is important to provide both hard copy and email communication to our membership.</li> </ul>
<ul style="list-style-type: none"> <li>• Next Board Meeting</li> </ul>	<p>Next Meeting, Thursday, September 20<sup>th</sup> ; 6:00pm Broken Top Board Room</p>

**Action Items:**

<b>Responsible Person</b>	<b>Action Item</b>	<b>Due Date</b>	<b>Complete?</b>
Lisa Mushel	Annual Report filing – Lisa will coordinate with Chad Sage and submit by deadline	Sept '18	
Lisa Mushel	Coordinate CWNA outreach for community meeting to discuss DOWL's Revel Mountain Gate Senior Living project.	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. Susan/Glen to discuss contacting CTAC for assistance with appealing decision to maintain 55mph speed limit on SW Century from city limits to Mammoth.	Sept '18	
BOD	Plan for 2018 Annual Meeting to be held in September	Oct '18	
Susan Collins/Glen Grochowski	Chandler Parking – ongoing discussion for solutions. Need to engage Sally Russell	Sept '18	
Lisa Mushel	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?	Sept '18	
Susan Collins	Secure CWNA Sandwich boards from Chad Sage	Sept '18	
Lisa Mushel	Lisa 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	Oct '18	
BOD	Recruit for 6 Open Board Positions <ul style="list-style-type: none"> <li>◇ Ward 1: Bachelor View Road, Sunrise Village</li> <li>◇ Ward 3: Mt Bachelor Village, Touchmark at Mt. Bachelor Village</li> <li>◇ Ward 6: The Parks</li> <li>◇ Ward 7: Commercial</li> <li>◇ Member at Large #9</li> <li>◇ Member at Large #10</li> </ul>	ASAP	
Nathan Moses	Recruit for OSU-C student leader for At Large position. Potential to engage community youth and diversify CWNA BOD.	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. Nathan to contact Josh Romero	Sept '18	X
Lisa Mushel	Survey to CWNA Membership	Sept '18	X
Lisa Mushel	Commercial BOD Opening - including developing/utilizing a flyer and canvas commercial prospects within CWNA.	Sept '18	
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	X
Alexis Scharff	Work w/ Shane Austin re: ongoing website/database management financial billing via City of Bend	Sept' 18	X
Lisa Mushel	Irene Gillete stated she'd not been receiving CWNA notices. Lisa Mushel to investigate	Aug '18	X
Lisa Mushel, Nathan Moses/Susan Collins	Sub-committee meeting to develop Annual Membership Meeting agenda	Aug-Sept '18	X
Lisa Mushel	Introduce KPOV into CWNA Newsletter	Oct '18	X
Alexis Scharff	Book Broken Top Board Room 6pm for Monthly meetings: Aug 16, Sept 20, Nov 14	Aug '18	X

08/16/18

**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** – Citywide 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**