

CWNA Board Meeting Minutes
Thursday, January 28, 2016
Board Room @ Broken Top Country Club

The CWNA Board meeting was held on Thursday, January 28, 2016 at the Board Room at Broken Top Country Club. Co-Chair Chad Sage, called the meeting to order at 7:03pm. Ten (10) board members were present, therefore establishing a quorum (minimum of four (4) members required).

Board Members Present:

- Summer Oman**, Secretary
- Tracy Pfiffner**, Membership Committee Head & Member E-Communications
- Glen Grochowski**, BMPRD Liaison
- Alexis Scharff**, Treasurer
- Jane Raleigh**
- OSU-C, Kelly Sparks**
- Chad Sage**, Co-Chair, TSAC, NART
- Joe Richie**
- Jeanne Berry**, Co-Chair, TSAC, WTS Liaison, NART
- Lisa Mushell**

Board Coordinators Present: **Ken Schofield** (The Reserve @ Broken Top)
Committee Heads Present: **Julie Austin**, Website & Membership Data Base Manager
Other Members Present: **Jim & Nansee Bruce** (Bachelor View Road)

Board Meeting Minute Acronyms

BMPRD – Bend Metro Parks and Recreation District
BDC – Bend Development Code
CAC – Community Advisory Committee
CEAC – Campus Expansion Advisory Committee
CMSCTF – Cascade Middle School Crosswalk Task Force
COB – City of Bend
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
OSU-C – Oregon State University Cascades

TSAC – City of Bend Traffic Safety Advisory Committee

UGB – Urban Growth Boundary

WTS – Westside Transportation Study

Approval of Minutes

The Board received and reviewed the minutes from the November 12, 2015 CWNA Board Meeting.

A motion was made by Jane Raleigh, seconded and carried unanimously to approve the drafted Board Meeting Minutes from November 12, 2015 as prepared by Summer Oman.

Committee Reports

- 1. Membership** – Committee Head, Tracy Pfiffner - First newsletter through Mailchimp went out this week and was well received. There have been a couple suggestions for improvements such as changing CWNA to read Century West neighborhood Association. Julie will still need to manage membership database separately from the newsletter email list. Tracy & Julie are working with Bob to clean up the email lists to have one master list. Newsletter statistics: 426 recipients, 414 were delivered and a 46% open rate. It was suggested that Tracy and Julie would report twice a year on membership updates and numbers for each of the wards. Kelly Sparks will work with Tracy to create a spreadsheet to easily look up what addresses fall into which wards. Tracy also proposed starting a Facebook page that her and Julie would jointly manage.
- 2. TSAC** - TSAC Representative, Jeanne Berry, reported that TSAC will have their next meeting in April, last meeting was cancelled.
- 3. Land Use** - Committee Head, Bob Brell, not present but prepared a report that was sent to the board; see attached. ([Exhibit A](#))
- 4. Website/Membership Database** – Committee Head, Julie Austin, working on redesigning the website. By next meeting they will have a couple designs to get feedback on. Tracy will be the point of contact between the board and Julie. She spoke of options we have such as linking Facebook feed and Google calendar onto webpage. She reiterated that she will keep a database separate from the newsletters. Chad to reach out to Bob to see why we base our numbers on members in the household instead by tax lots. Perhaps we change the printed application to ask people how many adults in household are signing up. Currently the printed application that goes out in the pamphlet does not ask about number of adults in the household, but the website

does. It was brought up that just because one person in the household wanted to sign up, does not necessarily mean that any other adults in the household want to be counted in the membership, so we may not want to automatically include them in our numbers.

5. **Noxious Weed Eradication** - Committee Head, Tina Burnside, not present, no report given.
6. **Finance** - Treasurer, Alexis Scharff, reported 2016 budget \$2,198 in our fiscal budget and an addition \$3,150 in COB Rollover Grant Fund that was awarded. There is now a new form from city to submit bills, and Alexis asks to have all bills come through her.
7. **NART** - CWNA Representative, Chad Sage attended. They revised and approved new conditions and rules. NART views themselves as a group of NA's with no particular authority over any individual NA, but can represent multiple NA's to the city on issues with the NA's approvals. Questions have come up on why it was felt like NART was needed, and those questions have been posed to the city. Next step is to really define this group's purpose. Next meeting will be February 18th at 4pm at city hall. Chad recommended that everyone attend at least one meeting to see what it is about, so all board members can form their own opinion on the purpose and efficiency of the group if the question arises as to whether it should continue to exist and/or if CWNA should continue to participate.
8. **BPRD CWNA Liaison**, Glen Grochowski reported on the bridge prohibition in the wild and scenic river corridor. BPRD applied to have the rule lifted for the installation of the proposed bridge at the South UGB. There are a lot of legal boundaries that will need to be address to get that bridge prohibition lifted. The state will review the application in February and make a decision. Even with approval, the installation could still be 6-8 years down the road. Ice rink has opened and attendance and use has far exceeded expectations since opening. It was discussed that it is currently under parked. Kelly Sparks spoke on future master planning for that site and that the project called for improvements to the Simpson and Columbia intersection and Colorado and Columbia intersections by installing new round-a-bouts as well as expanding the current Simpson/Colorado round-a-bout. BPRD got an exemption from the COB until they do the full masterplan of the site in the next phase. We will keep an eye on it.
9. **Central Westside Transportation Study**, Jeanne Berry, Committee Member, first 8 mtgs looked at the scenarios and the study area and decided on a hybrid scenario that would include some zoning changes for maxing out development through 2040. This scenario

projected what the development direction or growth would be. They now are addressing all potential traffic issues derived from that maximized development scenario and are starting a draft transportation plan to address them. A lot of traffic modeling was done in September to get real research. The draft was posted on Tuesday on the city website, with long-term land use and transportation scenarios. Jeanne thought it was a very well thought out and organized meeting and look-ahead for the city. One of the best she's seen. A \$4 million improvement for 14th street is undergoing design right now, based on some of the findings. Two more public meetings coming up in March and April. Everything is posted on the city's website.

www.bend.or.us/westsideplan

New Business

1. Nomination to the CWNA Board (Tracy Pfiffner)

Tracy Pfiffner nominates Jim & Nansee Bruce as Co-Board Members for Ward #1 with one vote between the two.

A motion was made by Tracy Pfiffner, seconded and carried unanimously. Welcome to the board.

2. 2016 Imperatives – Discussion: “What does CWNA want to accomplish in 2016?” (All)
This was tabled for a later meeting due to the amount of new business to cover.

3. City of Bend Rollover Grant – Program, Scope, CWNA Application & Results (Joe Richie).
Our application was approved. The city was impressed with the level of detail in our applications and used it as a standard for other applicants. We thank those who worked on the application and helped make it a success.

4. Meeting Agenda Distribution – Releasing agenda prior to board meeting and independent of newsletter release (Tracy Pfiffner).
One option is to post the agenda to Facebook when we get it up and running and then when the website update is complete, it will automatically post to the website. For now, try to include new business and hot agenda items in the newsletter to inform members of topics to be discussed, in the event that they have an interest and want to attend the meeting.

5. Website Maintenance Costs - (Joe Richie). Increase in website maintenance costs was requested by Julie. Board thinks we need to cleanly define her scope of work, and we will evaluate at the next meeting to vote on what seems to be fair pay for the work involved.

Old Business

1. **OSU-Cascades Forum (All)**. Chad recommends putting together a task force to meet bi-weekly and the board agrees. Joe, Lisa, Tracy, Kelly, Jane and Chad volunteered for this task force. Chad met with Sally Russell and Erin Marlowe and decided that April 5th is the date that works for everyone. The event is tentatively planned to be held in the Mt. Bachelor Room, but Tracy is checking on availability for that date. Kelly Sparks described the development of OSU-C as a 3-legged stool; OSU-C, COB and Neighbors and that they want to involve everyone. We need to outline what this forum will look like, how it will be handled and who will be involved. We want to keep the event positive and have a productive session. Campus design and academic programs are of primary interest.. The task force will set a date to meet and will report back to the board.

With no further business brought before the Board, a motion was made by Chad Sage and seconded to adjourn the meeting at 8:50pm.

Next CWNA Board Meetings: 6:30pm on February 25, 2016 at the Broken Top Board Room and 6:30pm on March 31, 2016 at the Broken Top Board Room.

January 2016 Land Use Development Report:

Century West NA Land Use Committee: Bob Brell-Head, Rich Ray and Ken Schofield.

1. **OSU-CASCADES.** Important developments within the past month or so include:
 - a. OSU-Cascades Community Integration Advisory Group (CIAG). OSU-Cascades established the CIAG in November 2015 to help guide the successful integration of the new, four-year campus into the local community. The CIAG was charged with looking at creating connections between OSU-C and surrounding neighborhoods as well as with the larger community of Bend and Central Oregon. The four groups were convened this fall and are considering how OSU's expanded campus can enhance and contribute to the community and region in the areas of arts, culture and enrichment; community integration; sustainability; and health and wellness. The final recommendations will be used as guiding principles by an architecture and engineering design team to create a long range development plan for the expanded campus beyond the initial 10-acre site.
 - i. Highlights of the advisory groups' work to date include recognition that:
 1. As a living laboratory, the campus has an opportunity to model and be a hub for a community focus on sustainable policies put into practice.
 2. Neighborhood livability issues can only be mitigated through an ongoing commitment by OSU administration, faculty and students.
 3. OSU should be a leader in the arts, setting a high quality standard.
 4. Learning, study, recreation, social, and health and wellness spaces will entice students to stay on campus, reducing the need for cars and increasing influence on student behavior.
 - ii. Presentations and full highlights from past work sessions can be found at <http://osucascades.edu/4/meeting-materials>.
 - b. 10-Acre Site Application. PZ 14-0210. The last legal obstacle standing in the way of Oregon State University – Cascades' development of a 10-acre campus in Bend was removed on 12/24/15 when the Oregon State Supreme Court decided to not consider an appeal filed in opposition to the campus. The Supreme Court decision to not consider the appeal marks the fifth decision in support of OSU-Cascades' site development plan for the 10-acre campus on Bend's west side. An independent hearings officer, the Bend City Council, the Oregon Land Use Board of Appeals and the Oregon Court of Appeals all previously ruled in favor of the plan. The Oregon Court of Appeals ruled on September 16, 2015 to uphold

the Land Use Bureau of Appeals decision without issuing an opinion thus affirming the land use process relating to the OSU-Cascades site application. The decision was appealed on October 20, 2015 by Truth in Site to the Oregon Supreme Court. The OSC hears about 10% of the cases filed.

- c. Construction of the 10-acre campus began in June 2015 and university officials anticipate the campus opening for classes in fall 2016.
2. **Development Code Amendments-Accessory Dwelling Units. PZ-15-0849.** The City of Bend will hold a Public Hearing on Wednesday, January 20, 2016 before the City Council regarding Development Code (DC) Amendments to Chapter 1.2 Definitions, Chapter 2.1 Residential Districts, Chapter 3.3 Vehicle Parking, Loading and Bicycle Parking, Chapter 3.6 Special Standards and Regulations for Certain Uses in Section 3.6.200.B Accessory Dwelling (Attached, Detached or Above Detached Garage) , and Table 4.1.1600 Summary of Development Types. The proposed amendments are primarily for Accessory Dwelling Units (ADU). All persons wishing to be heard on this issue are invited to attend the Public Hearing or provide written comments. In providing written comments, refer to PZ- 15-0849 and submit to City of Bend, Planning Division, 710 NW Wall Street, Bend, OR 97701.
- The Application, all documents and evidence can be viewed in ePlans at least 7 days before the Public Hearing. To access ePlans, go to www.bendoregon.gov. From the ONLINE SERVICES menu at the top of the page, select ePlans (Public Viewer), then enter PZ-15-0849 in the search bar.

Bob Brell

CWNA, Land Use Development Committee Head.