

Meeting Minutes

Neighborhood Leadership Alliance

November 12, 2019

City Council Chambers, Bend City Hall

710 NW Wall, Bend, Oregon



CITY OF BEND

4:00 p.m. Neighborhood Leadership Alliance Meeting

1. **Roll Call:** Hans Jorgensen, Lisa Mushel, Sue Sullivan, Beth Hoover, Brett Yost, Dave Johnson, Bill Caram, Cassie Giddings, Courtney Underhill, Karen Bergsvik, Liz Weltin, Jill Mehner, Matt Bryant

Councilor Liaison: Bill Moseley

Also Attended: Makayla Oliver, Kayla Duddy, Ian Leitheiser, Anne Aurand

Absent: Bill Caram, Matt Bryant, Liz Weltin

Member Ms. Underhill was present by phone.

2. **Approve Minutes (Chair)**

Member Mr. Johnson made a motion to approve the October 8, 2019 meeting minutes. Member Ms. Mehner seconded, the motion passed 9-1, member Ms. Hoover abstained.

3. **Public Comments (Visitors; 15 minutes)**

4. **Working Group Updates (NLA Reps; 40 minutes)**

- o **Neighborhood Safety Working Group (10 minutes)**

- **NSSP Prioritization Update**

No update from the Neighborhood Safety Working Group

Member Mr. Jorgensen mentioned that Robin Lewis is in the process of meeting with each Neighborhood Association representatives to discuss the Neighborhood Street Safety Projects that need to be submitted by December 5, 2019.

Makayla Oliver, Community Relations Manager, shared that time will be put aside during the December and January NLA meetings so that the NLA can discuss and prioritize the projects that come from the City on December 5, 2019. She also mentioned that there should be 25 projects.

- o **Land Use Education Working Group (10 minutes)**

- **Land Use Chair Survey Update**

- **Update on Administrative Changes**

- **Update on Education Resources**

Member Ms. Sullivan gave an update of the last Council Check-in. She shared that the Land Use Education Working Group received approval from Council to recommend changes to the Land Use process to make it more streamline and more understandable to the public.

Member Ms. Sullivan gave an update on the Land Use Chair Survey and mentioned that all but one chair completed the Survey. She also shared that the survey's data will be used for Land Use education and what administrative recommendations should be made.

Member Mr. Jorgensen mentioned that Council asked if the committee could be ready with some recommendations by January. Member Ms. Sullivan shared that may be too early and that the committee needs to figure out what they want to educate on and would like to see what CityView looks like first.

Councilor Moseley shared that if the Land Use Working Group wants to open up the code on the process, they should make changes all at once and not small changes at different times. He also mentioned that an administrative matter does not require Council approval.

- **Communication Working Group (10 minutes)**

- **Update on Neighborhood Association Survey**

- Member Ms. Underhill gave an update on the Communication Working Group Neighborhood Association Survey. She shared that the Neighborhood Association Survey is live until the end of December 2019 and have the results in January 2020.

- Member Ms. Underhill mentioned that the Communications Working Group is now a committee of two.

- **Policies & Procedures Working Group (10 minutes)**

- Member Mr. Jorgensen mentioned that at the last NLA meeting the committee discussed the communication flow between the NLA and the Neighborhood Association Round Table (NART).

Member Mr. Jorgensen shared that he would be happy to attend then next NART meeting, but would like for another NLA member to attend future meetings.

Ms. Oliver announced that Allison Platt, Senior Planner, is looking for an NLA representative to attend a Planning Commission Work Session on December 9, 2019 that will be covering the Bend Development Code and Central District.

Ms. Oliver presented the following slides in regards to the Bend Central District Development Code Recommendations:

- Bend Central District Code
- Bend Central District Neighbors
- URAB Recommendation
- Next Steps

Ms. Platt would like either the NLA representatives from the Orchard Neighborhood Association or Larkspur Neighborhood Association to attend the work session. Member Ms. Sullivan, representative of the Larkspur Neighborhood Association, said that she would attend the work session.

5. Review Road Map (Lisa Mushel; 10 minutes)

Member Ms. Mushel gave a review of the Neighborhood Leadership Alliance Roadmap.

Ms. Mushel brought up that some NLA terms will be coming to an end soon. Member Mr. Jorgensen announced when each current NLA representatives terms will end.

6. Council Check-in Review (Sue Sullivan; 5 minutes)

Member Ms. Sullivan gave a review of the Council Check-in in an earlier agenda item.

7. Outstanding Topics (Hans Jorgensen; 5 minutes)

○ **LED Streetlights**

Member Mr. Jorgenson mentioned the Oregon Chapter International Dark Sky meeting Monday, November 18, 2019 from 7:00 p.m. to 8:00 p.m.

Councilor Moseley mentioned possibly having the Policies and Procedures Working Group respond to some of the emails that Council receives to help solve some livability issues.

Member Ms. Mehner shared some concerns in regards to communicating with Neighborhood Street Safety Project applicants. Ms. Oliver shared that the NLA representatives will be the ones reaching out to the applicants, and she has put together a generic letter that she will get to the NLA soon.

Member Mr. Johnson made a motion to approve that the NLA contact Korina Riggan, International Dark Sky, to advise her that the NLA will not be pursuing Light Trespass at this time. Ms. Sullivan seconded, the motion passed unanimously (9-0). Member Mr. Jorgensen to send follow up with Ms. Riggan.

8. Amendments to Bend Developmental Code (BDC) Chapter 4.7 (Ryan Oster; 20 minutes)

Ryan Oster, City Engineer, presented the following slides on the Bend Developmental Code Chapter 4.7 Transportation Analysis:

- BDC Chapter 4.7 Overview
- BDC 4.7 Transportation Analysis
- Fundamental Criteria
- New Transportation CIP Projects
- Proposed Amendments

Mr. Oster shared that there will be a hearing in front of the Planning Commission on Monday, November 25, 2019.

Member Ms. Mehner left the meeting at 5:10 p.m.

9. NLA Rep Reports (All NLA Reps; 25 Minutes)

NLA representatives gave an update on each of their Neighborhood Associations.

Adjourn at 5:33 p.m.

Respectfully submitted,

Kayla M. Duddy
Deputy City Recorder